



**SUMMARY MINUTES**  
*Middle Rogue Metropolitan Planning Organization*  
*Technical Advisory Committee (TAC)*

**April 7, 2016**

*The following people were in attendance:*

**MRMPO Technical Advisory Committee**

<u>Member</u>	<u>Organization</u>	<u>Phone Number</u>
Eric Heesacker for Chuck DeJanvier	Josephine County	474-5460
Ian Horlacher	ODOT	774-6399
John Krawczyk, Vice Chair	Rogue River	582-4401
Mike Kuntz for John Vial	Jackson County	774-6238
Kelli Sparkman	ODOT	774-6383
Lora Glover	Grants Pass	450-6071
Rick Hohnbaum	Gold Hill	855-1525
<b>Staff</b>		
Dan Moore	RVCOG	423-1361
Bunny Lincoln	RVCOG	944-2446
<b>Others Present</b>		
Leslie Orr	Grants Pass Bike/Ped.	

**1. Call to Order / Introductions / Review Agenda**

The Vice Chairman called the meeting to order at 1:35 PM. Members introduced themselves.

**2. Review / Approve Minutes**

The Chairman asked if there were any changes or additions to the previous meeting minutes.

**On a motion by Kelli Sparkman, seconded by Lora Glover, the Committee approved the minutes as presented. Mike Kuntz and Eric Heesacker abstained.**

*Action Items:*

**3. MRMPO Unified Planning Work Program (UPWP) 2016-17**

Dan Moore said that the TAC is being asked to make a recommendation to the Policy Committee on adoption of the Unified Planning Work Program (UPWP) for fiscal year 2017 (beginning July 1, 2016). The Policy Committee will conduct a public hearing and adopt the Unified Planning Work Program on April 21, 2016. The TAC has previously gone over all involved documents.

The time the Policy Committee and TAC members spend on MRMPO planning will continue to be used as in-kind match for the Federal Transit Administration (FTA 5303) funds, freeing dues funds for other expenses.

Next fiscal year, some of the major work tasks include:

- Updating the Public Participation Plan
- Soliciting 2019, 2020, & 2021 Congestion Mitigation and Air Quality (CMAQ) & Surface Transportation Block Grant (STBG) funded projects (STBG is the new name for STP funds)
- Developing the 2018-21 Transportation Improvement Program (TIP)
- Continuing work on the Rogue Valley Intelligent Transportation System (ITS) Plan
- Developing an alternative route plan as a key management strategy to minimize the effects of congestion-causing events
- Updating the Title 6/EJ plan

**The draft UPWP budget summary (Table 1) includes:**

# MRMPO FY 2017 UPWP BUDGET

## Transportation Planning Funds by Source and Activity

	FHWA MPO Planning Funds (1)	FTA 5303 (2)	In-Kind Match (2)	MPO Dues (3)	Region 3 Planning Funds (4)	Total Budget (5)
<b>Work Tasks</b>						
<b>1. Program Management</b>						
1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.	\$45,000	\$15,000	\$1,717	\$6,894	\$0	\$68,611
1.2 UPWP Development & UPWP Progress	\$5,000	\$750	\$86	\$0	\$0	\$5,836
1.3 Public Education and Involvement Program	\$3,000	\$1,000	\$114	\$0	\$0	\$4,114
1.4 Interagency & Jurisdictional Coordination	\$5,000	\$800	\$92	\$0	\$0	\$5,892
1.5 Grant Writing	\$1,000	\$0	\$0	\$0	\$0	\$1,000
Totals	\$59,000	\$17,550	\$2,009	\$6,894	\$0	\$85,453
<b>2. Short Range Planning</b>						
2.1 TIP Activities	\$46,093	\$5,057	\$579	\$0	\$0	\$51,729
2.2 Air Quality Conformity	\$10,000	\$4,080	\$467	\$0	\$0	\$14,547
2.3 Local TSP Technical Assistance	\$10,000	\$500	\$57	\$0	\$0	\$10,557
2.4 STP & CMAQ Project Funds Management	\$10,736	\$1,500	\$172	\$0	\$0	\$12,408
Totals	\$76,829	\$11,137	\$1,275	\$0	\$0	\$89,241
<b>3. Long Range Planning</b>						
3.1 ITS Coordination	\$10,000	\$5,000	\$572	\$0	\$0	\$15,572
3.2 RTP Maintenance	\$17,363	\$5,000	\$572	\$0	\$0	\$22,935
3.3 VMT Per Capita Benchmarks	\$0		\$0	\$0	\$40,000	\$40,000
3.4 Alternative Route Plan	\$40,000	\$5,916	\$677	\$1,495	\$0	\$48,088
Totals	\$67,363	\$15,916	\$1,822	\$1,495	\$40,000	\$126,596
<b>4. Data Development</b>						
4.1 Research & Analysis Program	\$10,986	\$2,584	\$296	\$0	\$0	\$13,866
4.2 Data collection/analysis for Title 6 & EJ	\$1,500	\$500	\$57	\$0	\$0	\$2,057
Totals	\$12,486	\$3,084	\$353	\$0	\$0	\$15,923
<b>5. Transit - JOCO</b>						
5.1 Grants Pass to Medford Transit Line Passenger Survey	\$0	\$5,000	\$572	\$0	\$0	\$5,572
Totals	\$0	\$5,000	\$572	\$0	\$0	\$5,572
<b>Totals</b>	<b>\$215,678</b>	<b>\$52,687</b>	<b>\$6,030</b>	<b>\$8,389</b>	<b>\$40,000</b>	<b>\$322,784</b>

(1) FHWA MPO Planning funds are allocated to the MRMPO by formula and consist of 89.73% federal funds and 10.27% state match. Federal Share: \$188,381; ODOT Match: \$21,561; and FY 2015 Carryover PL: \$5,147 and match: \$589 for a Total of \$215,678 for FY 2017.

(2) Section 5303 funds are provided for metropolitan planning activities. Total 2017 allocation consists of 89.73% federal (\$52,687) and a required 10.27% local share (\$6,030) provided by in-kind in lieu of cash match.

(3) MPO dues are paid by MPO member jurisdictions: Gold Hill, Grants Pass, Jackson County, Josephine County, and Rogue River.

4) ODOT Region 3 planning funds.

5) RVCOG acting on behalf of the the MRMPO will apply for and otherwise obtain these funds. RVCOG will carry out the tasks described in this UPWP.

**Note: The revenues contained in the UPWP represent the best estimates of expected funding and planning priorities at this time. These priorities and funding levels may change over time. Actual ODOT funding commitments are finalized through specific IGAs. The identified dollar amounts may include subcontracted activities.**

- **Table #2 - Proposed Program Activity** - outlining work tasks for program management, short/long range planning, data development/maintenance and transit. Proposed activities include:
  1. **Program Management** - Continue previous tasks, update website, anticipate FAST rulemaking; track & implement required federal changes, update Public Participation Plan.
  2. **Short Range Planning** - Maintain current TIP, solicit for 2019-21 CMAQ/STP funded projects, Develop 2018-21 TIP & AQCD, serve on TSP TAC.
  3. **Long Range Planning** - Continue regional ITS plan development. Maintain RTP. Develop VMT per capita benchmarks per TPR. Use \$40,000 R3 funds. Develop alternative route plan for non-recurring congestion causing events on traffic flow (RTP security planning).
  4. **Data Development** - R&A continue support for improved travel demand model, continue GIS activities, update Title 6/EJ Plan. Complete bike level of stress analysis.
  5. **Transit** – Continue with passenger survey if necessary.

The draft UPWP has been submitted for review by federal and state planning partners (Federal Highway Administration, Federal Transit Administration and ODOT). Staff asked jurisdictions, to suggest changes to the draft UPWP, which could be incorporated into a final draft for public hearing at the April 21<sup>st</sup> Policy Committee meeting.

Based on concerns expressed by Committee members, Dan Moore clarified that the model could be used as a tool for data collection. Additional concern was expressed about developing a sub committee to do the work.

Acronym accuracy was mentioned as being an important part of the Plan.

**On a motion by Mike Kuntz, seconded by Lora Glover, the Committee recommended Policy Committee approval of the 2016-17 MRMPO Unified Planning Work Program (UPWP). The vote was approved by unanimous voice vote.**

#### **4. State Transportation Improvement Program Enhance Non-Highway Proposals**

In July 2015, the Oregon Transportation Commission (OTC) approved Enhance program funding and a revised process for the FY 2018-2021 State Transportation Improvement Program (STIP). Region 3 will receive -\$5.169 million. Enhance funds are mostly comprised of federal funds allocated to the State, and do not include federal or state formula disbursements to local jurisdictions. ODOT would like to share your input with the RVACT on the following STIP Enhance Non-Highway proposals:

- Jackson County: Rogue River Greenway: Rock Point to Twin Bridges - \$2,400,000 request
- Josephine Community Transit: 5<sup>th</sup> Street Transit hub – \$596,000 request

#3 – ODOT Cover Letter – STIP Enhance Non-Highway Proposals, Enhance Funding Guidelines (Requesting input by April 29, 2016.)

#3A – Rogue River Greenway: Rock Point to Twin Bridges, Enhance Proposal Form

#3B – Josephine Community Transit: 5<sup>th</sup> Street Transit Hub, Enhance  
Proposal Form

The applications have not reached a point where they can be scored yet. Dan Moore said that ODOT would like TAC comments shared with RVACT. It was suggested that the cover sheets should include more identification information, so as not to be identical. Ian Horlacher said that the project benefits needed to be clearly articulated.

**On a motion by Rick Hohnbaum, seconded by Kelli Sparkman, the Committee gave its support for the two Enhanced projects as they work their way through the approval process. The motion passed unanimously by voice vote.**

## **5. MRMPO Boundary Adjustment**

The City of Grants Pass recently amended their Urban Growth Boundary (UGB). A small section of the new UGB, in the northern part of the City, is outside of the current Middle Rogue MPO planning boundary. Staff proposes to adjust the MRMPO boundary to reflect Grants Pass' new UGB (see map of page 2 below). The boundary adjustment is consistent with Federal transportation planning regulations cited below.

Federal Code 23 USC 134 (c) sets forth several options for metropolitan planning area boundaries that are found in the Code of Federal Regulation, Appendix B, Subpart C, Section **450.312 Metropolitan Planning Area Boundaries (23 CFR 450)**.

- (a) The boundaries of a metropolitan planning area (MPA) shall be determined by agreement between the MPO and Governor. At a minimum, the MPA boundaries shall encompass the entire existing urbanized area (as defined by the Bureau of the Census) *plus the contiguous area expected to become urbanized within a 20-year forecast period for the metropolitan transportation plan.*

Typically, MPO boundaries are adjusted during each Census. The MRMPO boundary was set in 2013 based on the 2010 Census. The MRMPO could wait until 2020 to adjust the boundary, or take action now which will mean that the 2015 – 2040 RTP will be consistent with federal transportation planning regulations.

The members discussed specifics of the exhibit map. An RTP amendment will be needed to make the adjustment. This is a housekeeping matter. Mike Kuntz suggested that the amendment be postponed until it could be combined with another amendment for efficiency. Ian Horlacher advocated for current adoption.

**On a motion by Lora Glover, seconded by Ian Horlacher the TAC recommended that the Policy Committee table the amendment. The motion passed unanimously.**

## **6. Planning Update –**

- Staff sees an activity lull coming in the next few months because all documents have been completed, or are in final review. The RTP approval is immanent and will be a huge milestone.
- STP and CMAQ project solicitations will be coordinated with the identical RVMPO process.
- The new FAST ACT funding (SP and CMAQ) is going slowly. Additional jurisdictions/agencies are expected to be competing for the funds. Budget amounts are

uncertain at this point. The Committee agreed that moving ahead with project review/rankings was warranted.

- DLCD has put together an Advisory Committee for the Target Rule review process. Time frame is 2040. Darrin Fowler (Dan DeYoung, alternate) will represent the MRMPO. MRMPO may be included in the new rule. The RVMPO is already included. More information will be forthcoming.

**7. Public Comment -**

**8. Other Business / Local Business –**

Ian Horlacher said that the said that the Rogue River TSP and Gold Hill Street Network plan updates is nearing completion.

**9. Adjournment -**

The meeting was adjourned at 2:17 PM.

**Scheduled Meetings:**

- \*MRMPO TAC            May 5th @ 1:30 pm.
- \*MRMPO Policy        April 21, 2016 @ 2:30 pm