



AGENDA

Middle Rogue Metropolitan Planning Organization
Citizen Advisory Committee

Date: Thursday, July 13, 2023

Time: 1:30 p.m.

Join In-Person

Location: Ridge Room Conference Room, Grants
Pass City Hall, 101 NW A St, Grants
Pass, OR

Transit: Served by JCT Routes #10, 20, 35, 40,
50, 80 and 100. Paratransit services
are available for qualified individuals.

Contact: RVCOG: 541-423-1375

Website: www.mrmppo.org

Or via Zoom

Meeting ID: 856 0943 2039

Passcode: 669300

Phone #: +1 346 248 7799

Zoom Link:

<https://us06web.zoom.us/j/85609432039?pwd=V21jTE1CcEp3VHh6cWdJN3ZQQm1Edz09>

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT RVCOG, 541-664-6674. 48 HOURS ADVANCE NOTICE IS PREFERABLE, AND WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS

1. Call to Order / Introductions / Review Agenda

Chair

Consent Agenda

2. Review / Approve Minutes

Chair

Attachment: [#1 MRMPO CAC Meeting Draft Minutes 06/08/2023](#)

Action Items

3. Appointment of Vice-Chair

Ryan MacLaren

Background: The MRMPO currently has no Vice-Chair.

Action Requested: Appointment of Vice-Chair

4. Amendment to the 2021-2024 TIP

Ryan MacLaren

Background: The TAC is being requested to make a recommendation on the proposed amendments to the 2021-24 TIP.

- Cancel Project in TIP: *City of Grants Pass Pedestrian Upgrades (KN21943)*

The 21-day public comment period and public hearing was advertised on or before Tuesday, June 28, 2023, in the *Rogue Valley Times*, the *Rogue River Press* and the *Grants Pass Courier* and information is currently available on the MRMPO website.

Attachments: [#2 TIP Amendment Memo](#)
[#3 PCR](#)

Action Requested: Recommendation to the Policy Committee



AGENDA

Middle Rogue Metropolitan Planning Organization

Citizen Advisory Committee

Presentation

5. Federal Aid Urban Boundary/Federal Functional Classification

Ian Horlacher

Background: Presentation about the update to the Federal Aid Urban Boundary Classification in the region.

Attachment: [#5 PowerPoint Presentation](#)
[#6 Interactive Map](#)

Discussion Items

6. Fund Exchange Balance

Karl Welzenbach

Background: MRMPO currently has a lapsing balance of \$270,085.57 in fund exchanged funds that if not allocated by the end of the year will be lost.

Attachment: [#4 Table of amounts](#)

7. Public Comment

Chair

Regular Updates

8. MRMPO Update

Ryan MacLaren

9. Other Business / Local Business

Chair

Opportunity for MRMPO member jurisdictions to talk about transportation planning projects

10. Adjournment

Chair

Scheduled Meetings

MRMPO TAC	August 3, 2023	1:30 p.m.
MRMPO CAC	August 10, 2023	1:30 p.m.
MRMPO Policy Meeting	July 20, 2023	2:30 p.m.

All meetings are available in-person and online via Zoom unless otherwise noted.



SUMMARY MINUTES

Middle Rogue Metropolitan Planning Organization Citizen Advisory Committee

Date: Thursday, April 13, 2023

Attendees:

Voting Members	Organization	Phone Number
Lesley Orr	Active Transportation	
Trent Carpenter	Freight	659-1005
Judy Garrett	City of Grants Pass	659-9256
Fred Saunders	Josephine County	659-0169
Dick Converse, Chair	Josephine County	659-8401
Non-Voting Member	Organization	Phone Number
Ian Horlacher	ODOT	423-1362
Staff	Organization	Phone Number
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Interested Parties	Organization	

MRMPO CAC Minutes – Thursday, April 13, 2023

[Agenda Packet](#)

[Meeting Audio](#)

1. Call to Order at 2:06 P.M. / Introductions / Review Agenda 00:00 – 00:54

Quorum: Four voting members, regardless of jurisdiction.

2. Review / Approve Minutes 00:54 – 01:16

01:02 Trent Carpenter moved to approve the March 9, 2023 MRMPO CAC Meeting Minutes with discussed changes. Seconded Lesley Orr.

No further discussion.

Motion passed unanimously by voice vote.

Discussion Items

3. Draft Unified Planning Work Program 01:16 – 13:54

4. Draft Transportation Improvement Program/Air Quality Conformity Determination 13:54 – 19:26

5. Public Comment 19:26 – 19:45

None Received.



SUMMARY MINUTES

Middle Rogue Metropolitan Planning Organization

Citizen Advisory Committee

Regular Updates

6. MPO Planning Update **19:45 – 36:25**

Provided by Ryan MacLaren. Updates on RTP, the start time for the CAC Meetings will now be 1:30 p.m., and a possible new member.

7. Other Business / Local Business **36:25 – 47:40**

8. Adjournment

2:53 p.m.

Scheduled Meetings

MRMPO TAC	May 4, 2023	1:30 p.m.
MRMPO CAC	May 11, 2023	1:30 p.m.
MRMPO Policy Meeting	April 20, 2023	2:30 p.m.



Middle Rogue
Metropolitan Planning Organization
Regional Transportation Planning

Gold Hill • Grants Pass • Rogue River • Jackson County • Josephine County • Oregon Department of Transportation

DATE: June 28, 2023
TO: MRMPO Citizens Advisory Committee
FROM: Ryan MacLaren, Senior Planner
SUBJECT: TIP Amendment(s)

The CAC is being asked to make recommendations to the Policy Committee on the proposed TIP amendment(s) described below. The Policy Committee will hold a public hearing at 2:30 p.m. on Thursday, July 20, 2023 to consider adoption of the proposed TIP amendment(s). A press release for the 21-day public comment period and public hearing was sent on or before June 28th in the Rogue Valley Times, Rogue River Press, Grants Pass Daily Courier, and information is currently available on the MRMPO website. Information on the new project is enumerated, below:

A. Cancel Project in TIP: *City of Grants Pass Pedestrian Upgrades (KN21943)*

Description: Cancel project to add additional funding to K18235.

Project Name	Project Description	RTP Project Number	Air Quality Status	Key #	Federal Fiscal Year	Phase	Federal		Federal Required Match		Total Fed+Req Match	Other		Total All Sources
							\$	Source	\$	Source		\$	Source	
Grants Pass														
City of Grants Pass Pedestrian Upgrades	Install sidewalks located near transit stops to expand access to Transit Stations.	n/a	Exempt (40 CFR § 93.126 Table 2) - Air Quality - Bicycle and pedestrian facilities.	21943	2023	Planning	\$ 46,523	CMAQ	\$ 5,325	Local	\$ 51,848			\$ 51,848
				21943	2023	Design	\$ 158,177	CMAQ	\$ 18,104	Local	\$ 176,281			\$ 176,281
						Land Purchase				\$ -			\$ -	
						Utility Relocate				\$ -			\$ -	
				21943	2023	Construction	\$ 930,455	CMAQ	\$ 106,495	Local	\$ 1,036,950			\$ 1,036,950
				21943	2023	Other	\$ 283,789	CMAQ	\$ 32,481	Local	\$ 316,270			\$ 316,270
					Total FFY21-24		\$ 1,418,944		\$ 162,405	\$ 1,581,349	\$ -		\$ 1,581,349	



REGION 3 PROJECT CHANGE REQUEST (PCR)

CLEAR

Submit this form to appropriate ODOT Transportation Project Manager (TPM) or ODOT State contact to request approval to change the scope of work, schedule, or budget as described in "Exhibit B" of the Intergovernmental Agreement (IGA) for the project.

Project Details

PROJECT NAME		STIP KEY #	IGA #	PCR #	
RECIPIENT AGENCY (APPLICANT/S)		BRIDGE #(S)			
LOCAL AGENCY PROJECT LEAD (REQUESTOR) NAME		TITLE			
		AGENCY/ORG.			
PHONE	FAX	E-MAIL			
SIGNATURE		DATE			
MPO <input type="checkbox"/> YES <input type="checkbox"/> NO	IGA AMEND. <input type="checkbox"/> YES <input type="checkbox"/> NO	ADA CONST. <input type="checkbox"/> YES <input type="checkbox"/> NO	SFLP <input type="checkbox"/> YES <input type="checkbox"/> NO	CERTIFIED AGENCY <input type="checkbox"/> YES <input type="checkbox"/> NO	ODOT FACILITY <input type="checkbox"/> YES <input type="checkbox"/> NO

Send this completed form and any attachments by email to the ODOT contact and/or as indicated in the IGA.

Funding Program *Please mark all that apply*

- | | |
|---|---|
| <input type="checkbox"/> Multimodal Transportation Enhance Program (MTEP) | <input type="checkbox"/> Congestion Mitigation and Air Quality Program (CMAQ) |
| <input type="checkbox"/> Surface Transportation Block Grant (STBG) | <input type="checkbox"/> Transportation Alternatives Program Project (TAP) |
| <input type="checkbox"/> Safety Program (ARTS, HSIP, etc..) | <input type="checkbox"/> Transportation Demand Management Program (TDMP) |
| <input type="checkbox"/> Fund Exchange (FEX - STP) | <input type="checkbox"/> Federal Transit Administration (FTA) |
| <input type="checkbox"/> Intelligent Transportation Systems (ITS) | <input type="checkbox"/> Western Federal Lands Highway (W-FLH) |
| <input type="checkbox"/> Local Bridge Program (LBP) | <input type="checkbox"/> Emergency Relief Program (ERP) |
| | <input type="checkbox"/> Other: |

Type of Change *Please mark all that apply**

- | | | | |
|---------------------------------------|---|---|---|
| <input type="checkbox"/> Scope | <input type="checkbox"/> Schedule | <input type="checkbox"/> Budget | <input type="checkbox"/> Other |
| <input type="checkbox"/> Reduce Scope | <input type="checkbox"/> Delay a Milestone > 90 Days | <input type="checkbox"/> Cost Increase | <input type="checkbox"/> Add project or phase |
| <input type="checkbox"/> Expand Scope | <input type="checkbox"/> Delay the STIP Year (slip) | <input type="checkbox"/> Cost Decrease | <input type="checkbox"/> Remove project or phase |
| <input type="checkbox"/> Change Scope | <input type="checkbox"/> Advance a Milestone or STIP Year | <input type="checkbox"/> Changes in fund plan | <input type="checkbox"/> Combine or split project |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Other: | <input type="checkbox"/> Other: | <input type="checkbox"/> Other: |

**For marked changes, please provide details in the applicable Change Justification section(s).*



REGION 3 PROJECT CHANGE REQUEST (PCR)

Change Justification & Details

Does the STIP or MTIP need to be amended? ☐ YES* ☐ NO *If "YES", TPM to work with ODOT STIP Coordinator to provide information on STIP impacts worksheet.

What is the change? Please summarize the overall change request here; scope, schedule, and budget details can be captured in following sections.

Why does the project need to change? Please provide as much detail as possible and use extra sheets if necessary.

What are the consequences if project is not changed? Example: If this change is not approved, it will result in _____

SCOPE – Is there a change to the scope of work? If so, please describe changes

- If the change in scope affects the original intent of the project, explain what the original considerations were and how they will differ with this change.
- If project extents or location changes are requested, please describe and provide map as attachment. If available, provide location information changes such as begin/end mile point or latitude and longitude.

SCHEDULE – If schedule change is requested, please provide details in the text below. Please attach schedule as needed.

- What efforts have been or will be made to keep the project on schedule?

BUDGET - If there is an increase or decrease in project costs, please provide details in the Project Budget Table below.

- Does the change affect the amount of Local, State, or Federal funds in the project? If yes, please describe below and attach applicable supporting documentation.
- What primary factor(s) changed the project cost?
- Are you requesting to move funds between phases? ☐ YES* ☐ NO
*If "YES", revised estimates will be required (especially for CN) and documentation should be attached to this request.



REGION 3 PROJECT CHANGE REQUEST (PCR)

Project Budget Table

Actual expenditures should be entered in first column if available. The Budget Adj. (last) auto calculates; to avoid confusion, please enter 'Current STIP' and 'Current Estimate' numbers for all phases (even if they are the same) in both columns.

Budget Change Comments:					
Expended	Phase	FFY*	Current STIP Total	Current Est. Total	Budget Adj. (+/-)
	Planning (PL)				
	Preliminary Engineering (PE)				
	Right-of-Way (RW)				
	Utility Relocation (UR)				
	Construction (CN)				
	Other (OT)				

*Federal Fiscal Year (FFY) is from Oct. 1 to Sept. 30 of each year. From Oct. 1 forward, the FFY is the following calendar year.

Additional Information:

ATTACHMENTS

- ☐ Map
- ☐ Cost estimate
- ☐ Other

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STIP/MTIP Review (Initials for concurrence)

ODOT Transportation Project Manager	INITIAL	DATE
MPO TIP Manager	INITIAL	DATE
Region 3 STIP Coordinator	INITIAL	DATE
Other (if applicable)	INITIAL	DATE

APPROVALS (Signature Confirms Approval)

ODOT Region 3 Area Manager	SIGNATURE	DATE
Funding Program Manager	SIGNATURE	DATE
Other	SIGNATURE	DATE



REGION 3 PROJECT CHANGE REQUEST (PCR)

Additional Information? *Please provide any additional information from previous sections.*

2022 Ending Balance	FUNDS AVAILABLE TO EXCHANGE AT .94:1	*FUNDS AVAILABLE TO EXCHANGE AT .90:1		2023 Federal Apportionment	2023 Requested	Current Available Balance	2023 FUNDS AVAILABLE TO EXCHANGE AT .90:1	2023 HB BRIDGE or FEDERAL FUNDS AVAILABLE TO EXCHANGE AT 1:1	*Funds Lapsing 12/31/2023
\$2,783,679.96	\$1,551,404.57	\$647,174.00		\$844,361.00	\$505,750.39	\$3,122,290.57	\$277,777.78	\$566,583.22	\$270,085.57