



**Date: Thursday, July 20, 2023**

**Time: 2:30 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](http://www.mrmppo.org)

**Or via Zoom**

**Meeting ID:** 854 8315 8938

**Passcode:** 961523

**Phone #:** +1 669 900 6833

**Zoom Link:**

<https://us06web.zoom.us/j/85483158938?pwd=Y0RBblpDMW1SQU0wY0ZrdENncWw4UT09>

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 Policy Meeting Draft Minutes 05/18/2023](#)

**Public Hearing**

*Chair will Read Public Hearing Procedures*

**3. Amendment to the 2021-2024 TIP**

**Ryan MacLaren**

**Background:** The Policy Committee is being requested to consider 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:** Approval of the amendment



**Action Items**

**4. Fund Exchange Balance** **Ryan MacLaren**

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](#)

Action Requested: Approval of the TAC’s recommendation

**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. Application for Transportation System Plan** **Karl Welzenbach**

Background: While not required for smaller cities, there are benefits to undertaking a Transportation Systems Plan.

**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	2:00 p.m.
MRMPO Policy Meeting	August 17, 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

### Policy Committee

**Date: Thursday, May 18, 2023**

Attendees:

Voting Members	Organization	Phone Number
Melia Biedscheid	Gold Hill	855-1525
Valerie Lovelace, Chair	Grants Pass	479-0952
Rick Riker	Grants Pass	479-7333
Pam VanArsdale, Vice Chair	Rogue River	660-4414
Robert Brandes	Josephine County	474-5460

Alternate Members	Organization	Phone Number
Wade Elliott	Grants Pass	
Barb Gregory	Rogue River	
Steve Lambert	Jackson County	

Staff	Organization	Phone Number
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375

Interested Parties	Organization
Jerry Marmon	ODOT
Darrin Neavoll	ODOT
Ian Horlacher	ODOT
Lesley Orr	CAC

### MRMPO Policy Committee Minutes – Thursday, May 18, 2023

[Agenda Packet](#)

[Meeting Audio](#)

#### 1. Call to Order at 2:30 P.M. / Introductions / Review Agenda 00:00 – 01:40

Quorum: Gold Hill, Grants Pass, Rogue River, Josephine County, Jackson County, ODOT

#### 2. Review / Approve Minutes 01:40 – 02:47

- 01:30** Pam VanArsdale moved to approve the April 20, 2023, MRMPO Policy Committee Meeting Minutes as presented. Seconded by Rick Riker.  
No further discussion.  
Motion passed unanimously by voice vote.



## Public Hearing

Chair Valerie Lovelace opened the Public Hearing **02:30 – 35:39**

### 3. 2024-2027 Transportation Improvement Program

*No public comments received during the Public Hearing.*

**07:53** Pam VanArsdale moved to approve the 2024-2027 TIP as presented. Seconded by Rick Riker.  
No further discussion.  
Motion passed unanimously by voice vote.

### 4. Air Quality Conformity Determination

*No public comments received during the Public Hearing.*

**28:26** Rick Riker moved to approve the AQCD as presented. Seconded by Robert Brandes.  
No further discussion.  
Motion passed unanimously by voice vote.

### 5. Unified Planning Work Program

*No public comments received during the Public Hearing.*

**35:04** Robert Brandes moved to approve the UPWP as presented. Seconded by Pam VanArsdale.  
No further discussion.  
Motion passed unanimously by voice vote.

## Discussion Items

### 6. Public Comment **35:39 – 35:41**

*No comments.*

## Regular Updates

### 7. MPO Planning Update

*Item skipped due to time.*

### 8. Other Business / Local Business **35:41 – 54:07**

*Updates from Rogue River, Gold Hill, Josephine County, and ODOT.*



**9. Adjournment**

3:25 p.m.

Scheduled Meetings		
MRMPO TAC	June 1, 2023	1:30 p.m.
MRMPO CAC	June 8, 2023	1:30 p.m.
MRMPO Policy Meeting	June 15, 2023	2:30 p.m.

DRAFT



**Middle Rogue**  
**Metropolitan Planning Organization**  
**Regional Transportation Planning**

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

**DATE:** July 13, 2023  
**TO:** MRMPO Policy Committee  
**FROM:** Ryan MacLaren, Senior Planner  
**SUBJECT:** TIP Amendment(s)

The Policy Committee is being asked to consider approval of the following amendment(s) to the 2021-2024 Transportation Improvement Program.

A press release for the 21-day public comment period and public hearing was sent on or before June 28<sup>th</sup> to the Medford Tribune, 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		
<b>Grants Pass</b>															
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"/> <b>Scope</b> | <input type="checkbox"/> <b>Schedule</b>                  | <input type="checkbox"/> <b>Budget</b>        | <input type="checkbox"/> <b>Other</b>             |
| <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)*

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