



AGENDA

Middle Rogue Metropolitan Planning Organization
Policy Committee

Date: Thursday, August 19, 2021

Time: 2:30 p.m.

Location: Join Zoom Meeting

<https://us02web.zoom.us/j/85017292359?pwd=ajNraDU0YzhSTktBVG9UY2pRMXR4QT09>

Meeting ID: 850 1729 2359

Passcode: 279412

Phone#: 253 215 8782

Contact: Office Specialist, RVCOG: 541-423-1375

MRMPO website: www.mrmppo.org

1	Call to Order / Introductions / Review Agenda	Chair
2	Review / Approve Minutes	Chair
<i>Attachment</i>	#1 MRMPO Policy Committee Draft Minutes 07/15/2021	
Action Items		
3	Changes to Amendment Matrix in the TIP	Ryan MacLaren
<i>Background</i>	ODOT Program & Funding Services staff met with FHWA and FTA to revise the amendment matrix. The matrix outlines whether a TIP amendment is considered an “administrative” (MPO staff approval only) or “full” (requires MPO Policy Committee & FTA-FHWA approval).	
<i>Attachment</i>	#2 Amendment Matrix Changes #3 FHWA FTA ODOT Amendment Matrix 2016 #4 FHWA FTA ODOT Amendment Matrix 2021	
<i>Action Requested</i>	Recommendation of approval of revised matrix to the Policy Committee.	
Discussion Items		
4	Public Comment	

Regular Updates		
5	MPO Planning Update <ul style="list-style-type: none"> • Summary of Joint Meeting Discussions 	Karl Welzenbach
6	Other Business / Local Business Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	Chair
7	Adjournment	Chair

- The next MRMPO Policy Committee meeting will be **Thursday, September 16, 2021 at 2:30 p.m.** Location yet to be determined.
- The next MRMPO Technical Advisory Committee meeting will be **September 2, 2021 at 1:30 p.m.** Location yet to be determined.
- The next MRMPO Citizens Advisory Committee meeting will be **September 2, 2021 at 2:00 p.m.** Location yet to be determined.

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



Summary Minutes
Middle Rogue MPO Policy Committee
July 15, 2021

The following attended:

Voting Members	Organization	Phone Number
Rick Riker	Grants Pass	479-7333
Pam VanArsdale, Vice Chair	Rogue River	660-4414
Dave Dotterer	Jackson County	774-6119
Robert Brandes	Josephine County	474-5460
Mike Baker	ODOT	957-3658
Alternate Voting Members Present	Organization	Phone Number
Jason Canady	Grants Pass	
Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Kelsey Sharp	RVCOG	423-1375
Interested Parties	Organization	Phone Number
Lelsie Orr	Bike/Ped	

- **Meeting recording:** [July 15, 2021 MRMPO Policy Committee Meeting Recording](#)
- [07/15/2021 MRMPO Policy Committee Agenda Packet](#)

1. Call to Order / Introductions/ Review Agenda | 00:00 – 00:59
 2:43 p.m. | *Quorum:* 5 voting members, regardless of jurisdiction

2. Review / Approve Minutes | 00:59 – 01:17

01:02 | *Mike Baker moved that the Policy Committee approve the Mune 17, 2021 Meeting Minutes as presented. Seconded by Dave Dotterer.*

No further discussion.

Motion passed with none opposed.

Public Hearing

3. 2021-2024 Transportation Improvement Program (TIP) Amendment | 01:17 – 09:30

Pam VanArsdale opened the Public Hearing.

No Public Comments received.

Pam VanArsdale closed the Public Hearing.

05:42 | Question from Rick Riker: *This states the additional funding will come from local, state, and federal funding, does this look reasonable due to the ACT and Covid fundings?*

A lot of the funding is coming from local sources. It is not coming from Covid funding. A large amount will be local match from local funds.

05:42 | Question from Rober Brandes: *If everything goes as planned, what is the timeline like?*

In working with ODOT, the plan is to get this started quick. Right-of-Way acquisition will start as soon as possible.

09:11 | *Mike Baker moved to approve the 2021-2024 TIP amendment. Seconded by Rick Riker.*

No further discussion.

Motion passed unanimously by voice vote.

Action Items

4. Discussion and Approval of OMPOC Policy Paper | 09:30 – 18:27

17:49 | *Robert Brandes moved to approve the MRMPO's changes and statement of the MOPOC Policy Paper. Seconded by Dave Dotterer.*

No further discussion.

Motion passed with 4 yes and 1 abstained.

Discussion Items

5. Public Comments | 18:27 – 19:36

Provided by Leslie Orr in regard to Ride the Rogue.

Regular Updates

6. MPO Planning Update | 19:36 – 25:26

Provided by Karl Welzenbach. Discussion and update of multiple bills including the new Covid-19 funding received.

7. Other Business / Local Business | 25:26 - 58:40

Update from ODOT.

8. Adjournment | 58:40

Valerie Lovelace, Chair, adjourned meeting at 3:14 p.m.

Scheduled Meetings:

MRMPO Policy Committee | August 19, 2021 | 2:30 p.m.

MRMPO Technical Advisory Committee | August 5, 2021 | 1:30 p.m.

MRMPO Citizen Advisory Committee | August 12, 2021 | 2:00 p.m.

ODOT-FTA-FHWA Amendment Matrix

REVISED MATRIX

Program & Funding Services staff met with FHWA and FTA to revise the amendment matrix. Here are the major changes to the [ODOT-FTA-FHWA amendment matrix](#):

1. Clarifications in the text;
2. **Cancelling** a project is now an **administrative** amendment (used to be a full amendment);
3. The mile point was modified from a + or - **.25 change** to a **1 mile increase** in the project location (*see examples below*); and
4. The dollar amount threshold is increasing to match the OTC approval matrix. Any changes that meet the following criteria are considered a full amendment (otherwise the project change is an administrative amendment/adjustment):
 - Projects under **\$1M** – increase/decrease over 50%
 - Projects **\$1M to \$5M** – increase/decrease over 30%
 - Projects **\$5M** and over – increase/decrease over 20%

MILE POINT AMENDMENTS

Due to Federal requirements, obligated work must be within the project’s mile point limits. STIP Coordinators enter an amendment to update project data in the STIP/FP system. Once the amendment is entered, the review and approval process is next.

The ODOT-FTA-FHWA amendment matrix lists which amendments require FTA-FHWA approval and which amendments ODOT has delegated authority to approve. If ODOT approves the amendment, it is called an **administrative** amendment. If FTA-FHWA also approves the amendment, it is called a **full** amendment. The main difference between the two amendment types is the amount of time for approval. A “full amendment” will likely take longer due to the public review period and FTA-FHWA review/approval. Whereas an “administrative amendment” only requires ODOT review/approval.

EXAMPLES – Mile point changes:

While it is Program & Funding Services’ responsibility to determine if the amendment is full or administrative, the following examples portray the types of amendments for mile point changes.

Project	Original Mile Points	Revised Mile Points	Amendment Type	Comments
A	0.25 – 1.00	0.5 – 0.75	None	Revised mile points still within the original range do not require an amendment.
B	Intersection @ 1.00	Add 4 legs at .25 miles each	None	FHWA clarified that the legs are expected as part of an intersection project, so as long as the mile point was the centerpoint of the intersection, it does not warrant an amendment.
C	1.00 – 2.00	1.25 – 2.99	Administrative	Change from 2.00 to 2.99 is less than 1 mile.
D	2.00 – 3.00	5.00 – 6.00	Full	Change is greater than 1 mile. FTA-FHWA approval is necessary.
E	4.00 – 5.00	4.25 – 6.25	Full	Change from 5.00 to 6.25 is greater than 1 mile.
F	Bridge on Hwy X	Bridge on Hwy Y	Full	FHWA approval is necessary.

Please contact the applicable [STIP Coordinator](#) for any questions.

ODOT-FTA-FHWA AMENDMENT MATRIX

FULL AMENDMENTS	
1	Adding or cancelling a federally funded, and regionally significant project to the STIP and state funded projects which will potentially be federalized
2	Major change in project scope. Major scope change includes: <ul style="list-style-type: none"> • Change in project termini - greater than .25 mile in any direction • Changes to the approved environmental footprint • Impacts to AQ conformity • Adding capacity per FHWA Standards • Adding or deleting worktype
3	Changes in Fiscal Constraint by the following criteria: <ul style="list-style-type: none"> • FHWA project cost increase/decrease: <ul style="list-style-type: none"> - Projects under \$500K – increase/decrease over 50% - Projects \$500K to \$1M – increase/decrease over 30% - Projects \$1M and over – increase/decrease over 20% • All FTA project changes – increase/decrease over 30%
4	Adding an emergency relief permanent repair project that involves substantial change in function and location.
ADMINISTRATIVE/TECHNICAL ADJUSTMENTS	
1	Advancing or Slipping an approved project/phase within the current STIP (If slipping outside current STIP, see Full Amendments #2)
2	Adding or deleting any phase (except CN) of an approved project below Full Amendment #3
3	Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one.
4	Splitting a new project out of an approved program-specific pool of funds (but not reserves for future projects) or adding funds to an existing project from a bucket or reserve if the project was selected through a specific process (i.e. ARTS, Local Bridge...)
5	Minor technical corrections to make the printed STIP consistent with prior approvals, such as typos or missing data.
6	Changing name of project due to change in scope, combining or splitting of projects, or to better conform to naming convention. (For major change in scope, see Full Amendments #2)
7	Adding a temporary emergency repair and relief project that does not involve substantial change in function and location.

Amendment Definition

An amendment is a change to project information and costs. For financial changes, this applies to unobligated phases or phases which have been obligated and have additional financial change within the same federal fiscal year

Public Comment Notes

For public comment, project updates need to be provided at a public meeting. Requirements are the project needs to be listed as part of the agenda and allow for the public to comment on the changes.

If project covers is in multiple ACT's, then project needs to be presented to both

ODOT-FTA-FHWA AMENDMENT MATRIX

FULL AMENDMENTS	
1	Adding a federally funded, regionally significant, or state/locally funded projects which will potentially be federalized. If project does not meet this criteria, see Administrative #1. For WFL or planning projects, see Administrative #7 & #8.
2	Major change in total project scope. Major scope change may include changes like: <ul style="list-style-type: none"> • Increase in project location greater than 1 mile • Project modifications that result in NEPA re-evaluation • Change affects air quality conformity • Adding capacity per FHWA Standards • Adding or deleting worktype in the STIP/FP
3	Changes in Fiscal Constraint by the following criteria: <ul style="list-style-type: none"> • For FHWA funded projects - total project cost increase/decrease (all phases, any type of funding increase): <ul style="list-style-type: none"> - Projects under \$1M – increase/decrease over 50% - Projects \$1M to \$5M – increase/decrease over 30% - Projects \$5M and over – increase/decrease over 20% • All FTA project changes – increase/decrease over 30%
4	Adding an emergency relief permanent repair project that involves substantial change in function and location. **See note below for temporary emergency repair projects.
ADMINISTRATIVE/TECHNICAL ADJUSTMENTS	
1	Any project changes that do not meet the STIP amendment criteria in the Full Amendments section above.
2	Advancing or Slipping an approved project/phase within the current STIP (If slipping outside current STIP, project must be canceled in the current STIP).
3	Adding or canceling any phase of an approved project. See Full Amendment #3 for fiscal constraint thresholds.
4	Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one.
5	Splitting a new project out of an approved program-specific pool of funds (but not reserves for future projects) or adding funds to an existing project from a bucket or reserve if the project was selected through a specific process (i.e. ARTS, Local Bridge...).
6	Minor technical corrections to make the printed STIP consistent with prior approvals, such as typos or missing data.
7	Changing name of project due to change in scope, combining or splitting of projects, or to better conform to naming convention. (For major change in scope, see Full Amendments #2)
8	Adding or modifying metropolitan planning projects (UPWP) funded under 23 U.S.C. 104(d) and 49 CFR 5305(d) or State Planning and Research (SPR) projects funded under 23 U.S.C. 505 and 49 U.S.C. 5303(e) or Surface Transportation Program funds.
9	Adding a WFL project.

**Temporary emergency repair (ER) projects are not added to the STIP.

Amendment Definition: An amendment is a change to project information and costs. For financial changes, this applies to unobligated phases or phases which have been obligated and have additional financial change within the same federal fiscal year.

Public Comment Notes: For public comment, project updates need to be provided at a public meeting. Requirements are the project needs to be listed as part of the agenda and allow for the public to comment on the changes. If project covers is in multiple ACTs, then project needs to be presented to both.