



AGENDA

*Middle Rogue Metropolitan Planning Organization
Citizens Advisory Committee*

Date: *Thursday, February 10, 2022*

Time: *2:00 p.m.*

Location: *Join Zoom Meeting*

<https://us06web.zoom.us/j/83757489232?pwd=ZTlTc3VmNDlqNmlhRXc1WG9VWkZadz09>

Meeting ID: 837 5748 9232

Passcode: 849985

Phone #: 253 215 8782

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

MRMPO website: www.mrmpo.org

1	Call to Order / Introductions / Review Agenda	Chair
2	Review / Approve Minutes	Chair
<i>Attachment</i>	#1 MRMPO CAC Draft Minutes 01/13/2022	
Action Items		
3	Election of Officers	Karl Welzenbach
<i>Background</i>	In accordance with the bylaws of the CAC Officers shall be elected in February of each year. The Chair and Vice-Chair shall serve a term of one year.	
<i>Attachment</i>	#2 CAC Bylaws	
<i>Action Requested</i>	<i>Election of Officers</i>	
Discussion Items		
4	Draft UPWP and Dues	Ryan MacLaren
<i>Background</i>	Each year the MRMPO is required to develop the Unified Planning Work Program for the upcoming fiscal year. This document identifies all federal, state, and local planning funds that will be expended in the MPO area, and on which tasks those funds will be expended.	
<i>Attachment</i>	#3 Draft 2022-23 UPWP #4 Draft Dues	

5	Public Comment	
Regular Updates		
6	MPO Planning Update	Karl Welzenbach
7	Other Business / Member Comments Opportunity for MRMPO member jurisdictions to talk about transportation planning projects.	Chair
8	Adjournment	Chair

- The next MRMPO Citizens Advisory Committee (CAC) meeting will be **Thursday, March 10, 2022 at 2:00 p.m.** Online.
- The next MRMPO Policy Committee meeting will be **February 17, 2022 at 2:30 p.m.** Online.
- The next MRMPO Technical Advisory Committee (TAC) meeting will be **March 3, 2022 at 1:30 p.m.** Online.

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 Citizens Advisory Committee
January 13, 2022

The following attended:

Voting Members	Representing	Phone Number
Lesley Orr, Vice Chair	Active Transportation	
Trent Carpenter, Chair	Freight	659-1005
David West	Grants Pass	659-9681
Judy Garrett	Grants Pass	659-9256
Stephen Haydon	Grants Pass	
Fred Saunders	Josephine County	659-0169
Non-Voting Members	Representing	Phone Number
Staff	Representing	Phone Number
Karl Welzenbach	RVCOG	423-1360
Kelsey Sharp	RVCOG	423-1375
Interested Parties	Representing	Phone Number
Wade Elliott	Grants Pass	450-6110

[MRMPO CAC January 13, 2022 Agenda Packet](#)

[Full meeting recording: 01/13/2022](#)

- 1. Call to Order / Introductions / Review Agenda 00:00–01:55**
 2:01 p.m. | Active Transportation, Freight, Grants Pass, Josephine County,

- 2. Review/Approve Minutes 01:55–02:38**

02:03 | *Stephen Haydon motioned the approval of the September 2, 2021 MRMPO Citizens Advisory Committee minutes as presented. Seconded by Lesley Orr.*

No further discussion.

Motion passed unanimously by voice vote.

Discussion Items

3. Transportation Improvement Program (TIP) Timeline 02:38–14:08

4. Application Process 14:08–21:50

5. Public Comment 21:50–22:03

No comment

Regular Updates

6. MPO Planning Update 22:03–26:03

Updates provided by Karl Welzenbach on the UPWP, STBG funds, and the possibility of the MPO becoming a TMA.

7. Other Business / Local Business 26:03–48:14

Update on a possible new time to meet, and Grants Pass TSP

8. Adjournment

2:56 p.m.

Scheduled Meetings:

MRMPO Citizens Advisory Committee		February 10, 2022		2:00 p.m.
MRMPO Technical Advisory Committee		February 03, 2022		1:30 p.m.
MRMPO Policy Committee		January 20, 2022		2:30 p.m.

**BYLAWS
ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG)
METROPOLITAN PLANNING ORGANIZATION (MPO)
CITIZENS ADVISORY COMMITTEE (CAC)**

ARTICLE I

Name

This committee shall be known as the Citizens Advisory Committee of the Middle Rogue Metropolitan Planning Organization (MRMPO).

ARTICLE II

Purpose

The Citizens Advisory Committee serves as a community forum to exchange information, convey input from the public, and ascertain public opinion on transportation planning activities of the MRMPO.

Section 1. Duties of the Citizens Advisory Committee

- a. Represent the interests of citizens within the respective Jurisdictions or topical area of interest, as defined in Article III, Section 1 (d) and (e) of these bylaws.
- b. Serve as a communication link between the public and the MRMPO regarding transportation planning activities.
- c. Provide feedback to MRMPO staff during the development and implementation of the Regional Transportation Plan, the Transportation Improvement Program and air quality conformity activities.
- d. Provide recommendations to the MRMPO Policy Committee.

ARTICLE III

Membership - Voting

Section 1. Membership of the Committee

- a. Members of the Citizens Advisory Committee (CAC) consist are appointed by the Policy Committee and shall consist of representatives from the member local governments and

special interests representatives as delineated in this section.

- b. Members of the Citizens Advisory Committee may not be an elected official nor an employee of the jurisdiction for which they are appointed to represent.
- c. There are a total of eleven (11) possible seats on the Citizens Advisory Committee: eight (8) seats for representation from the member local governments and three (3) representatives for identified special interests. Appointees representing member local governments must reside, own property or operate a business within the jurisdiction that they represent. Appointees representing special interests must reside, own property or operate a business within the MRMPO's Planning Boundary
- d. The apportionment of jurisdictional representatives are:
 - City of Grants Pass - 3 members
 - City of Rogue River - 1 member
 - City of Gold Hill - 1 member
 - Josephine County - 2 members
 - Jackson County - 1 member
- e. Three (3) additional seats on the Committee might be considered, one (1) for each of the following special interests: Freight industry, Mass transit, and Active Transportation.

Section 2. Appointment and Tenure of Committee Membership

- a. Vacancies in an office shall be appointed either by the jurisdictional representative on the MRMPO Policy Committee or by the Committee as a whole with respect to representation of the identified special interests. The Citizens Advisory Committee may make a recommendation to the Policy Committee regarding reappointment and/or removal of a serving member.
- b. Citizens Advisory Committee members will be appointed by the MRMPO Policy Committee. The MRMPO Policy Committee reserves the right to add, reduce or otherwise modify the membership of the Citizens Advisory Committee at its discretion.
- c. The term of office on the Committee shall begin the day the member is appointed and shall continue for two years, except that such term of office shall terminate immediately upon:
 - Relocation outside the MRMPO's Planning Boundary or outside the Jurisdiction which the member represents; or,
 - Unexcused absence from three regularly scheduled, consecutive meetings.

Section 3. Voting Privileges

- a. Each member who is present at regular or special meetings shall be entitled to one vote on all issues presented.

ARTICLE IV

Meetings

Section 1. Regular Meetings (To Be Determined)

- a. The Committee shall hold its regular meeting on the **2nd Thursday** of every month. No meeting shall be held during the month of December.

Section 2. Special Meetings

- b. Special meetings may be called by MRMPO's Planning Program Manager's designated staff on seven (7) days notice.
- c. The person calling such special meeting shall fix the time and place for holding of such meeting.

Section 3. Conduct of Meetings

- a. Official action may be taken by the Committee when a quorum is present.
- b. A quorum shall exist when a majority of appointed members are present.
- c. The voting on all questions coming before the MPO Citizens Advisory Committee shall be by voice vote and decided by a simple majority of members present. The ayes and nays shall be entered in the minutes of such meeting. If a motion on question fails to receive a second, deliberation shall continue until a motion or definitive action is offered and passed.

ARTICLE V

Officers and Duties

Section 1. Officers

- a. The officers of the Committee shall be a Chair and Vice Chair, to be elected by the Committee at the first meeting of the calendar year.

Section 2. Term of Office

- a. The officers shall hold office for a period of one (1) year.

Section 3. Duties of Officers

- a. The Chair shall preside over the meeting.
- b. In the absence of the Chair, the Vice Chair shall perform all Chair duties.

Section 4. Ex Officio Members

- a. The RVCOG's Planning Program Manager shall be an ex-officio, non-voting member of the Committee. The program manager shall be responsible for staff support of the Committee, including minute taking and record keeping.
- b. The Oregon Department of Transportation, Region 3 may appoint a representative who shall be responsible for assisting the Citizens Advisory Committee with understanding the State's initiatives and ongoing projects within the MRMPO planning boundary.


ARTICLE VI

Amendments to Bylaws

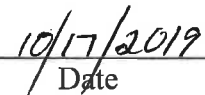
Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a supermajority vote of two thirds of the members of the Committee present at any regular or special meeting called for that purpose. Written notice of proposed amendments shall be given to the membership of the Committee at least thirty (30) days prior to the date of the meeting at which the bylaws are to be considered. Any objections to the proposed amendments shall be forwarded to MRMPO's Planning Program Manager.
- b. Amendments to the bylaws shall become effective upon approval by the MRMPO Policy Committee.

Approved by the MRMPO Policy Committee:



Valerie Lovelace, Chair



Date

MRMPO Proposed 2022-23 Dues						
Member Jurisdictions	Population	Dues Rate per Capita	Proposed FY2021-22 Dues	FY2020-21 Dues	Change in Dues	
Gold Hill	1,220	\$0.16	\$195	\$195	\$0	2%
Grants Pass	37,485	\$0.16	\$5,998	\$5,998	\$0	62%
Jackson County*	2,945	\$0.16	\$471	\$471	\$0	5%
Josephine County**	16,420	\$0.16	\$2,627	\$2,627	\$0	27%
Rogue River	2,235	\$0.16	\$358	\$358	\$0	4%
<i>Total</i>	60,305		\$9,649	\$9,649	\$0	

The RVCOG staff utilized Portland State University population estimates for 2018 for the incorporated areas. Unincorporated population estimates utilize geo-enriched data.

Dues Ests						
Staff Support			\$1,737			
Travel Related			\$7,237			75%
Memberships/Conferences			\$675			7%
			\$9,649			