



Date: Thursday, February 16, 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

Or via Zoom

Meeting ID: 815 5969 1618

Passcode: 104836

Phone #: +1 309 205 3325

Zoom Link:

<https://us06web.zoom.us/j/81559691618?pwd=Y2c0OUUovd2VKY3FKUDFH0tuVWNDQT09>

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 Minute

Chair

Attachment: [#1 MRMPO Policy Meeting Draft Minutes 01/19/2023](#)

Action Items

3. Election of Officers

Ryan MacLaren

Background: In accordance with the bylaws of the Policy Committee, Officers shall be elected in February of each year. The Chair and Vice-Chair shall serve a term of one year.

Attachments: [#2 Bylaws](#)

Action Requested: Election of Officers

4. MRMPO Dues

Ryan MacLaren

Background: Staff proposes maintaining the dues formula and rate that was approved by the Policy Committee in February of 2013. The rate, \$0.16 per capita, would generate a total of \$10,082 for the 2023-24 fiscal year.

Attachments: [#3 Dues Memo](#)

Action Requested: Approval of the Dues



5. Chapter Two of the Regional Transportation Plan (RTP)

Ryan MacLaren

Background: The MRMPO is invited to review Chapter 2 of the 2020-2045 RTP in advance of the development of the 2024-2049 RTP. Last month the committee was asked for comments, this month we will be reviewing the Goals and Policies moving forward.

Attachment: [#4 Chapter Two: Vision and Goals](#)

Action Requested: Review

Discussion Items

7. Public Comment

Chair

Regular Updates

8. MRMPO Update

Karl Welzenbach

9. Other Business / Local Business

Chair

Opportunity for MRMPO member jurisdictions to talk about transportation planning projects

10. Adjournment

Chair

Scheduled Meetings		
MRMPO TAC	March 2, 2023	1:30 p.m.
MRMPO CAC	March 9 2023	2:00 p.m.
MRMPO Policy Meeting	March 16, 2023	2:30 p.m.

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



Date: Thursday, January 19, 2023

Attendees:

Voting Members	Organization	Phone Number
Adam Hanks	Gold Hill	855-152
Pam VanArsdale, Vice Chair	Rogue River	660-4414
Robert Brandes	Josephine County	474-5460
Mike Baker	ODOT	957-3658

Alternate Members	Organization	Phone Number
Melia Biedscheid	Gold Hill	
Wade Elliot	Grants Pass	
Steve Lambert	Jackson County	

Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Rowan Fairfield	RVCOG	423-1382

Interested Parties	Organization
Barb Gregory	Rogue River

MRMPO Policy Committee Minutes – Thursday, January 19, 2023

[Agenda Packet](#)

[Meeting Audio](#)

1. Call to Order at 2:33 P.M. / Introductions / Review Agenda 00:00 – 01:57

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

2. Review / Approve Minutes 19:28 – 20:24 *Item was moved to after Item 4.*

- 19:59** Robert Brandes moved to approve the November 17, 2022 MRMPO Policy Committee Meeting Minutes as presented. Seconded by Mike Baker.
No further discussion.
Motion passed unanimously by voice vote.



Public Hearing

3. Amendment to the 2021-2024 transportation Improvement Program (TIP) 01:57 – 09:04

Vice Chair Pam VanArsdale opened the Public Hearing.

No Comments received.

Vice Chair Pam VanArsdale closed the Public Hearing.

- 08:38** Rob Brandes moved to approve of the TIP amendment as presented. Seconded by Mike Baker.
No further discussion.
Motion pass unanimously by voice vote.

Discussion Items

4. Carbon Reduction Program 09:04 – 19:28

5. Fund Exchange 20:24 – 27:35

6. Chapter Two of the Regional Transportation Plan 27:35 – 30:40

7. Public Comment 30:40 – 30:55

No comments.

Regular Updates

8. MPO Planning Update 30:55 – 36:55

Provided by Karl Welzenbach. Updates on census.

9. Other Business / Local Business 36:55 – 54:54

10. Adjournment

3:27 p.m.

Scheduled Meetings

MRMPO TAC	February 2, 2023	1:30 p.m.
MRMPO CAC	February 9, 2023	2:00 p.m.
MRMPO Policy Meeting	February 16, 2023	2:30 p.m.

BYLAWS

MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION (MRMPO)

POLICY COMMITTEE

Article I

This committee, established pursuant to the Governor's MPO designation letter, dated March 20, 2013, shall function as the Metropolitan Planning Organization (MPO) for the Grants Pass Urbanized Area.

Article II

Purpose

The purpose of the MRMPO Policy Committee is to identify transportation policies, issues, and needs which are area wide in scope and to plan and recommend actions in areas of intergovernmental concern. It is the MPO's responsibility to insure that transportation decisions are consistent with area wide goals and objectives.

The MRMPO Policy Committee will be supported by advisory committees as it deems appropriate.

The responsibilities of the MRMPO Policy Committee are to:

- a. Provide policy direction in the development of the area wide transportation plans and work programs.
- b. Recommend transportation plans, policies, programs and priorities to the participating units of government for their adoption as appropriate.
- c. Help member agencies coordinate their respective implementation programs.
- d. Serve as the forum for joint, cooperative discussion and decision-making.
- e. Prepare, update, and adopt the Regional Transportation Plan, Transportation Improvement Program and Air Quality Conformity Determinations.
- f. Annually prepare and adopt a Unified Planning Work Program.
- g. Prepare other administrative documents, which may be required to carry out the transportation planning process.
- h. Keep RVCOG Board of Directors apprised of activities of the MPO process.

Article III

Membership - Voting

Section 1. Membership of the Committee

- a. The MPO Policy Committee shall consist of nine (9) members appointed by their governmental unit. These 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
 - Oregon Department of Transportation (ODOT), 1 member
- b. Each Policy Committee member may designate, in writing to RVCOG, an alternate representative to serve at meetings during said member's absence. The representative shall have full voting privileges in the member's absence.

Section 2. Appointment and Tenure of Committee Membership

- a. Each jurisdiction with membership on the committee shall appoint its representatives and provide notice to RVCOG in writing.
- b. Members shall serve until they are replaced by their jurisdictions.

Section 3. Voting Privileges

- a. Each member shall be entitled to one vote on all issues presented at regular and special meetings at which the member is present.
- b. In an emergency, telephone polls/votes may be conducted in lieu of a meeting with approval of the chair. Votes will be formalized at the next meeting.

Article IV

Meetings

Section 1. Regular Meetings

- a. The committee shall hold regular meetings at such time and place determined by the committee.
- b. Public notice will be provided, consistent with Oregon law and reasonably calculated to give actual notice to interested persons including news media which have requested notice, of the time and place for holding regular meetings. The notice shall also include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.
- c. Written minutes will be taken at each meeting. The chair and vice chair may enter into discussions and vote, the same as any other voting member.

Section 2. Special Meetings

- a. Special meetings may be called by the chair, vice-chair or RVCOG on two days notice. No action may be taken unless all members are given notice.
- b. The person or persons 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 consist of the majority of members.
- c. The voting on all questions coming before the MPO Policy Committee shall be by voice vote. A majority of members present must vote in the affirmative for any action to be approved.
- d. When voting on any matter, any member may call for a super-majority, roll-call vote. In such instances, affirmative votes by two-thirds of voting members present will be required for the motion to carry.
- e. Parliamentary Procedure as defined in Robert's Rules of Order Newly Revised will be followed and the Oregon Open Meeting Law (ORS 192.610 to 192.690) requirements will be adhered to at all times.

Article V

Officers and Duties

Section 1. Officers

- a. The officers of the committee shall be a chair and vice-chair to be elected at the February meeting, and as vacancies occur.
- b. The voting members of the committee shall nominate members for officer positions.
- c. Positions shall be filled by the person receiving a simple majority of the votes.

Section 2. Term of Office

- a. The officers shall hold office for a period of one year, beginning at the close of the February meeting.
- b. If the officer positions are vacant, the longest tenured committee member present shall serve as temporary chair and facilitate the meeting until the new chair and vice chair are elected to fill the remainder of the vacated terms.
- c. If both the Chair and Vice Chair are absent from a meeting, the longest tenured committee member present shall serve as temporary chair of the meeting. The temporary chair will have full authority of the Chair for the duration of the meeting, and including subsequent actions as directed by the committee.

Section 3. Duties

- a. The chair shall preside at all meetings and is entitled to vote on all issues.
- b. The chair shall appoint subcommittees as required and specify assignments and deadlines of subcommittee reports.
- c. The chair has authority to sign documents on behalf of the MRMPO.
- d. The vice-chair shall conduct all meetings of the committee in the absence of the chair.

Section 4. Executive Director

- a. The RVMCOG's Executive Director or his designee shall be a non-voting member of the committee, responsible for staff support of the committee, including minute taking and record keeping.

Article VI

Advisory Committees

Section 1: Purpose

Jurisdictions of the MPO recognize the need for advisory committees to examine issues in depth, bring in information that may be outside the ordinary scope and conduct of Policy Committee meetings, and develop recommendations to the Policy Committee. The MRMPO Policy Committee may establish advisory committees as it deems appropriate. Such committees may be permanent or temporary, and shall function under the Policy Committee's general direction. Permanent committees shall develop their own bylaws, which are subject to Policy Committee adoption.

Section 2. Technical Advisory Committee

- a. Jurisdictions of the MRMPO identify the need to create a permanent committee to be known as the MRMPO Technical Advisory Committee to support Policy Committee activities.
- b. Membership shall include MRMPO jurisdictions and governmental entities that may have a significant role in, or relationship to, MRMPO decisions.
- c. Members shall have technical expertise to contribute to MRMPO deliberations. The TAC has responsibility to conduct technical review and analyses, advise the Policy Committee, and work with MRMPO staff to identify pertinent information to support planning activities.
- d. There may be ex-officio members representing and appointed by Federal Highway Administration, Federal Transit Administration, Oregon Department of Land Conservation and Development, Oregon Department of Environmental Quality and Oregon Division of State Lands.

Section 3. Subcommittees

- a. Subcommittees as needed shall be appointed by the chair and with consent of the committee.
- b. The members of subcommittees shall serve until the work of the subcommittees is completed, or until their successors have been elected or appointed.
- c. Subcommittees must have at least one member who is a member of the Policy Committee.
- d. The Policy Committee Chair and the Planning Program Manager shall serve as non-voting members of all subcommittees.
- e. The Policy Committee, by a majority vote, may dissolve subcommittees or remove individual members with or without cause.

Section 4. Advisory Committee Meetings

- a. Advisory committee meetings may be called by its chair, by the chair of the TAC, by any two subcommittee members or by RVCOG Planning Program Manager on two days notice. A majority of subcommittee members shall constitute a quorum, and an act of the majority of the quorum present at the meeting shall constitute the act of the subcommittee.
- b. Meetings of permanent advisory committees shall be conducted consistent with approved bylaws.

Article VII

Amendments to the Bylaws

Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by affirmative votes of at least two-thirds of committee members at any regular or special meeting called for that purpose. This also includes amending the bylaws to include new members. 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.

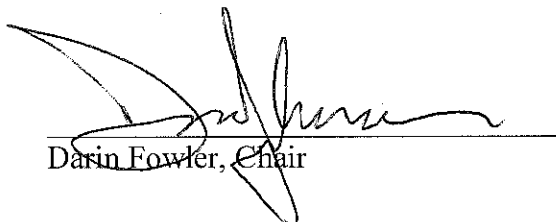
Article VIII

Effective Date

Section 1.

- a. Any other rules, procedures, or Bylaws of the MPO Policy Committee previously adopted are repealed.
- b. These Bylaws shall be effective upon adoption. A certified copy shall be maintained by the Planning Program Manager.

Adopted by the Middle Rogue Metropolitan Planning Organization Policy Committee:



Darin Fowler, Chair

August 12, 2013
Date



Middle Rogue Metropolitan Planning Organization

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

DATE: February 16, 2023
 TO: MRMPO Policy Committee
 FROM: Karl Welzenbach, Planning Program Manager
 SUBJECT: FY 2023-24 MRMPO Dues Recommendations

This memo addresses the setting of MRMPO member dues. Staff are seeking a recommendation on the dues for the coming year.

MRMPO Member Dues

Staff proposes maintaining the dues formula and rate that was approved by the Policy Committee in February of 2013. The rate, \$0.16 per capita, would generate a total of \$10,082 for the 2023-24 fiscal year.

Table 1 below summarizes population and proposed dues for each jurisdiction. Population estimates are from the December 15, 2022 estimates from Portland State University.

Table 1: MRMPO Proposed 2023-24 Dues					
Member Jurisdictions	Population	Dues Rate per Capita	Proposed FY2023-24 Dues	FY2022-23 Dues	Dues Increase
Gold Hill	1,364	\$0.16	\$218	\$198	\$20
Grants Pass	39,993	\$0.16	\$6,399	\$6,036	\$363
Jackson County*	3,201	\$0.16	\$512	\$514	-\$1
Josephine County**	16,010	\$0.16	\$2,562	\$2,575	-\$13
Rogue River	2,446	\$0.16	\$391	\$360	\$31
Total	63,014		\$10,082	\$9,683	\$400

RVCOG staff utilized Portland State University population estimates for the incorporated areas for 2022.

* Population determined by increasing the unincorporated MRMPO population by the PSU growth rate for Jackson County between 2020 and 2022. This rate is 0.09%, counted three times to account for no adjustment made for FFYs 2020-2021 and 2021-2022.

** Population determined by increasing the unincorporated MRMPO population by the PSU growth rate for Josephine County between 2020 and 2022. This rate is -0.17%, counted three times to account for no adjustment made for FFYs 2020-2021 and 2021-2022.

Dues provide funding for general operations, primarily activities that require local funds including lobbying and local match obligations. Dues pay for Policy Committee participation in advocacy activities for which federal funds cannot be used, including the Oregon MPO Consortium, the Association of Metropolitan Planning Organizations, and the West Coast Corridor Coalition. Dues can also be used to supplement the MPO’s planning budget.

Table 2 summarizes anticipated use of FY2023-24 member dues.

Table 2: Summary	2023-2024	2022-2023
Staff Support	\$1,815	\$1,743
Travel Related	\$7,562	\$7,262
Memberships/Conferences	\$706	\$678
Total	\$10,082	\$9,683