



AGENDA
Middle Rogue Metropolitan Planning Organization
 Technical Advisory Committee

Date: Thursday, February 6, 2025

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

Or via Zoom

Meeting ID: 884 8819 9210

Phone #: +1 346 248 7799

Zoom Link:

<https://us06web.zoom.us/j/88488199210>

Website: www.mrmppo.org

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 TAC Meeting Draft Minutes 01/02/2025](#)

Action Items

- 3. Election of Officers Ryan MacLaren**

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

Attachments: [#2 TAC Bylaws](#)

Action Requested: Election of Officers

- 4. MRMPO Dues Ryan MacLaren**

Background: Staff proposes an increase of the dues rate to \$0.25 per capita. This would generate a total of \$17,154, which is an increase of \$7,072 from the previous year.

Attachments: [#3 Dues Memo](#)

Action Requested: Recommendation of Dues



5. Amendment to the 2024-2027 TIP

Ryan MacLaren

- Background: The TAC is being requested to make a recommendation on the proposed amendments to the 2024-27 TIP.
- A. Amend Project in TIP: Jackson and Josephine County curb ramps, phase 3 (KN22571)
 - B. Amend Project in TIP: I-5: Monument Dr - N. Grants Pass (KN21674)
 - C. Amend Project in TIP: Vehicle Replacement/Right Size (KN-TBD)

The 21-day public comment period and public hearing was advertised on or before Thursday, January 30, 2025, in the *Rogue Valley Times*, the *Rogue River Press* and the *Grants Pass Courier* and information is currently available on the MRMPO website.

- Attachment: [#4 TIP Amendment Memo](#)
[#5 CMR for KN21674](#)

Action Requested: Recommendation to Policy Committee

Discussion Items

6. Public Comment **Chair**

Regular Updates

7. MRMPO Update **Ryan MacLaren**

8. Other Business / Local Business **Chair**

Opportunity for MRMPO member jurisdictions to talk about transportation planning projects

9. Adjournment **Chair**

Scheduled Meetings		
MRMPO TAC	March 6, 2025	1:30 p.m.
MRMPO CAC	February 13, 2025	1:30 p.m.
MRMPO Policy Meeting	February 20, 2025	2:30 p.m.

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



Date: Thursday, January 2, 2025

Attendees:

Voting Members	Organization	Phone Number
Wade Elliott	Grants Pass	450-6114
Ryan Nolan	Rogue River	582-4401 ext.106
James Philp	Jackson County	774-6236
Charles Bennet	Jackson County	774-6115
Neil Burgess, Vice Chair	Josephine County	474-5460 ext. 4408
Scott Chancey	Josephine County Transit	474-5441
Thomas Guevara	ODOT	957-3692
Justin Shoemaker	ODOT	200-5784

Alternate Voters	Organization	Phone Number
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Staff	Organization	Phone Number
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Yazeed Alrashdi	RVCOG	423-1378

Interested Parties	Organization
Jennifer Boardman	ODOT

MRMPO TAC Minutes – Thursday, January 2, 2025

[Agenda Packet](#)

[Meeting Audio](#)

1. Call to Order at 1:32 P.M. / Introductions / Review Agenda 00:00 – 01:07

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

2. Review / Approve Minutes 01:07 – 02:10

01:16 Ryan Nolan moved to approve the December 5, 2024, MRMPO TAC Meeting Minutes with changes as discussed. Seconded by Scott Chancey.

No further discussion.

Motion passed by voice vote with one abstained.

Discussion Items

3. Project Funding Application Packet Review 02:10 – 07:19

4. Annual Obligation Report 07:19– 10:50



5. Public Comment 10:50–11:00

No comments received.

Regular Updates

6. MPO Planning Update 11:00 – 16:35

Provided by Ryan MacLaren regarding the upcoming Call for Projects this month, and a discussion on changes to the committees.

7. Other Business / Local Business 16:35 – 45:20

Discussion and updates from Rogue River, ODOT, and Grants Pass.

8. Adjournment

1:55 p.m.

Scheduled Meetings		
MRMPO TAC	February 12, 2025	1:30 p.m.
MRMPO CAC	January 9, 2025	1:30 p.m.
MRMPO Policy Meeting	January 16, 2025	2:30 p.m.

BYLAWS
MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION (MRMPO)
TECHNICAL ADVISORY COMMITTEE (TAC)

Article I

Name

This committee shall be known as the Technical Advisory Committee to the Metropolitan Planning Organization.

Article II

Purpose

The committee shall conduct, under the direction of the MRMPO Policy Committee, the technical portions of the Middle Rogue Regional Transportation Plan, including, but not limited to the following activities.

- a. Annual preparation of the Unified Planning Work Program to address transportation issues in the Grants Pass metropolitan area.
- b. Preparation of plans, programs and special studies to address transportation issues in the Grants Pass metropolitan area.
- c. Work with the MPO to ensure public participation in the transportation planning process.
- d. Preparation of the Transportation Improvement Program at intervals of no less than biannually.

Article III

Membership - Voting

Section 1. Membership of the Committee

- a. The committee will be made up of representatives of each of the following jurisdictions and agencies:

Up to (2) representatives of:

City of Grants Pass
City of Rogue River
City of Gold Hill
Josephine County
Jackson County
Oregon Department of Transportation (ODOT)

Ex-officio members of the TAC shall include:

Federal Highway Administration (FHWA)
Federal Transit Administration (FTA)
Oregon Division of State Lands
Department of Land Conservation and Development (DLCD)
Department of Environmental Quality (DEQ)

- b. Members may designate alternates to serve in their place.
- c. Designees may serve on a meeting-by-meeting basis or on a permanent basis.
- d. Designees serving on a permanent basis shall be afforded all the rights of a member, including the opportunity to serve as a committee officer.
- e. The committee shall have non-voting ex-officio members as appointed by the chair.

Section 2. Appointment and Tenure of Committee Membership

- a. Each jurisdiction with membership on the committee shall appoint its representatives.
- 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 jurisdiction is present.

Article IV

Meetings

Section 1. Regular Meetings

- a. The committee shall hold regular meetings at such time and place determined by the committee.

Section 2. Special Meetings

- a. Special meetings may be called by the chair, vice-chair or MPO transportation staff on two days' 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 exist when the majority of member jurisdictions and agencies are present. Ex-Officio members shall not count toward a quorum.
- c. The voting on all questions coming before the MPO Technical Advisory Committee shall be by simple majority vote. Any member may ask for a roll call vote if consensus (unanimity) cannot be reached on an MPO decision item/issue. The ayes and nays shall be entered in the minutes of such meeting.
- d. All meetings shall be conducted in accordance with Roberts' Rule of Order Newly Revised 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.

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.

Section 3. Duties

- a. The chair shall preside at all meetings and is entitled to vote on all issues.
- b. The vice-chair shall perform all duties of the chair in the chair's absence.

Section 4. Planning Program Manager

The RVCOG's Planning Program Manager shall be a non-voting, ex-officio member of the committee. The program manager shall be responsible for staff support of the committee, including minute taking and record keeping.

Article VI

Subcommittees

Section 1. Subcommittees

- a. Subcommittees as needed shall be appointed by the chair.
- 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 full committee.
- d. The chair and the Planning Program Manager shall serve as ex-officio members of all subcommittees.
- e. The committee, by a majority vote, may dissolve subcommittees.

Section 2. Subcommittee Meetings

- a. Meetings of each subcommittee may be called by its chair, by the chair of the TAC by any two subcommittee members or by MPO transportation staff on two days' notice. A majority of the members of each subcommittee shall constitute a quorum, and an act of the majority of the quorum present at the meeting shall constitute the act of the subcommittee.

Article VII

Amendments to Bylaws


Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a Super Majority vote of two-thirds plus one of the members of the committee present 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.

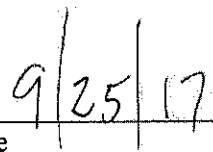
Section 2.

- a. Amendments to the bylaws shall become effective upon approval by the MRMPO Policy Committee.

Approved by the MRMPO Policy Committee:



Darin Fowler, Chair



Date



**Middle Rogue
Metropolitan Planning Organization**

Regional Transportation Planning

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

DATE: January 15, 2025
 TO: MRMPO Member Jurisdictions
 FROM: Ryan MacLaren, Planning Program Manager
 SUBJECT: MRMPO Dues Recommendation

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

MRMPO Member Dues

Staff proposes an increase of the dues rates from **\$0.16 per capita** to **\$0.25 per capita** that would generate a total of **\$17,154** which is an increase of **\$7,072**, from the current total, for the 2025-2026 fiscal year.

Increasing dues is necessary due to inflation and the rising costs of MPO operations. As prices for goods and services increase, the MPO needs to adjust out fees to keep up with these economic changes. This ensures that the organization operates effectively and provides the necessary services to members.

Table 1, below, summarizes population and proposed dues for each jurisdiction. Population estimates are from the [December 15, 2024 Certified Population Estimates](#) from Portland State University.

Table 1: MRMPO Proposed Dues

Member Jurisdictions	Population ¹	Dues Rate per Capita	Proposed Dues ²	Previous FY Dues	Dues Difference
Gold Hill	1,345	\$ 0 25	\$ 336	\$ 214	\$ 118
Rogue River	2,419	\$ 0 25	\$ 605	\$ 396	\$ 214
Grants Pass	39,572	\$ 0 25	\$ 9,893	\$ 6,416	\$ 3,494
Jackson County*	4,710	\$ 0 25	\$ 1,178	\$ 754	\$ 665
Josephine County*	20,571	\$ 0 25	\$ 5,143	\$ 3,224	\$ 2,581
<i>Total</i>	68,617		\$ 17,154	\$ 11,004	\$ 7,072

¹ RVCOG staff utilized the latest Certified Portland State University population estimates. This report uses [2024 Certified Population Estimates](#).

² Proposed dues = (Population estimates * dues rate)

*For unincorporated population estimates they are derived from Southern Oregon ABM Model data.

Dues provide funding for general operations, for activities that require local funds including lobbying and matching funds. 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.



Middle Rogue
Metropolitan Planning Organization
Regional Transportation Planning

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

DATE: January 30, 2025
TO: MRMPO Technical Advisory Committee
FROM: Ryan MacLaren, Planning Program Director
SUBJECT: TIP Amendment(s)

The TAC 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, February 20, 2025 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 January 30th 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. Amend Project in TIP: Jackson and Josephine County curb ramps, phase 3 (KN22571)

Description: Increase PE by \$2.5M and CN by \$9,470,000 adding GARVEE funds from bottom line. 12/4/24 OTC approval.

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	
ODOT														
Jackson and Josephine County curb ramps, phase 3	Construct curb ramps to meet compliance with the Americans with Disabilities Act (ADA) standards	n/a	N/A			Planning					\$ -			\$ -
				22571	2022	Design	\$ 4,215,901	IIJA Flex	\$ 482,529	ODOT	\$ 4,698,430			\$ 4,698,430
				22571	2024	Land Purchase	\$ 1,697,243	IIJA Flex	\$ 194,257	ODOT	\$ 1,891,500	\$ 8,500	ODOT	\$ 1,900,000
						Utility Relocate					\$ -			\$ -
				22571	2026	Construction	\$ 9,298,777	ACPO	\$ 1,064,287	ODOT	\$ 10,363,064			\$ 10,363,064
						Other					\$ -			\$ -
Total FFY24-27							\$ 15,211,921		\$ 1,741,073		\$ 16,952,994	\$ 8,500		\$ 16,961,494



**Middle Rogue
Metropolitan Planning Organization**
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B. Amend Project in TIP: I-5: Monument Dr - N. Grants Pass (KN21674)

Description: Increase PE 100K from ARTS R3/HB17 R3. Increase CN \$1.3M from Fix-it SW Chip Seals/HB17 Pres. Update MP to 58.17-67.8

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		
ODOT															
I-5: Monument Dr - N. Grants Pass	Remove existing pavement and replace with new asphalt to improve pavement condition and extend service life. Remove trees near the roadway to help prevent avoidable collisions. Install traffic safety barriers to protect drivers from roadside hazards that cannot be removed. Repair or replace	n/a	N/A			Planning					\$ -			\$ -	
						21674	2022	Design	\$ 1,125,084	NHPP	\$ 94,916	ODOT	\$ 1,220,000		\$ 1,220,000
								Land Purchase					\$ -		\$ -
								Utility Relocate					\$ -		\$ -
						21674	2025	Construction	\$ 21,942,254	NHPP	\$ 1,863,161	ODT	\$ 23,805,415		\$ 23,805,415
								Other					\$ -		\$ -
		Total FFY24-27			\$ 23,067,338		\$ 1,958,077		\$ 25,025,415	\$ -		\$ 25,025,415			

C. Amend Project in TIP: Vehicle Replacement/Right Size (KN-TBD)

Description: Replace gasoline powered cutaway with 35' diesel bus - and required lift equipment

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	
JCT														
Vehicle Replacement/Right Size	Replace gasoline powered cutaway with 35' diesel bus - and required lift equipment	n/a	N/A			Planning					\$ -			\$ -
								Design				\$ -		\$ -
								Land Purchase				\$ -		\$ -
								Utility Relocate				\$ -		\$ -
								Construction				\$ -		\$ -
						TBD	2024	Other	\$ 610,000	5307	\$ 69,818	Local	\$ 679,818	
		Total FFY24-27	\$ 610,000		\$ 69,818		\$ 679,818	\$ -	\$ 679,818					

Change Management Request

Request Date:	01/07/25	CMR Number:	21674-05	Project Lead (TPM/RE-CP):	SHOEMAKER JUSTIN	
Project Name:	I-5: Monument Dr - N. Grants Pass					
KN:	21674	Region:	3	Area:	ROGUE VALLEY	Project Delivery Phase:
						PS&E
Main Funding Program:	Fix-It SW Chip Seals					
Additional Funding Program(s):	ARTS Region 3					
STIP Amendment:	Full	Approval Authority:	Delivery and Operations Administrator	MPO Amendment:	Yes	
IGA Amendment:	No	A&E Contract Amendment:	No	Re-baseline Schedule:	Yes	
				Re-baseline Budget:	No	
Scope, Schedule & Budget Change - Reason(s):	Not Applicable Unanticipated - Resource constraints Unanticipated - Additional budget added					
Current Scope:	Remove existing pavement and replace with new asphalt to improve pavement condition and extend service life. Remove trees near the roadway to help prevent avoidable collisions. Install traffic safety barriers to protect drivers from roadside hazards that cannot be removed. Repair or replace bridge driving surfaces and joint repairs to extend the structure life.					

Change Management Request

Describe Scope Change: N/A

Justification for Scope Change: N/A

Change Management Request

Describe the Risk of not Approving the Scope Change:	N/A
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	Current Dates	Proposed Dates		Current Dates	Proposed Dates
PE EA Open – 008	08/11/22	08/11/22	PS&E Submittal – 551	02/14/25	03/17/25
PDT Kick-Off – 018	09/01/22	09/01/22	Bid Opening – 560	04/24/25	05/22/25
Project Initiation Phase Complete - 050	08/29/23	08/29/23	Forecasted 1 st Note - 735	05/05/25	07/07/25
DAP Phase Complete–325	05/28/24	05/28/24	Forecasted 2 nd Note - 790	05/07/26	06/05/26
ROW EA Open - 470	04/19/24		Forecasted 3 rd Note - 796	10/27/26	11/25/26

Change Management Request

<p>Describe Schedule Change:</p>	<p>Move bid date to meet STIP quarterly timelines</p>
<p>Justification for Schedule Change:</p>	<p>Required to STIP approval for funding increase</p>

Change Management Request

Describe the Risk of not Approving the Schedule Change:	Not bidding the project
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	Current Budget	Requested Budget	Change
Planning	\$0	\$0	\$0
Preliminary Engineering	\$1,220,000	\$1,320,000	\$100,000
Right of Way	\$0	\$0	
Utility Relocation	\$0	\$0	\$0
Construction	\$23,805,416	\$25,117,474	\$1,312,058
Other	\$0	\$0	\$0
Total:	\$25,025,416	\$26,437,474	\$1,412,058

Describe Budget Change (Break down the change by Funding Program):	Need additional construction funds to cover the cost of pavement, scope has not changed. R3 has not seen any price reductions like the rest of the state. Recent past projects for pavement prices are being used for comparison. PE increase to cover B-code and project design updates to include day time work.
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Change Management Request

Justification for Budget Change:	If we don't get the additional funding we will need to reduce the project scope. This is not a cost effective measure for a very large pavements project.
Describe the Risk of not Approving the Budget Change:	The cost of oil and wages are steadily increasing much faster than standard inflation numbers. This is compounded by little to no contractor competition in R3.

	Signatures	Dates		Signatures	Dates
Funding Prg Manager:	Jeffrey Shambaugh	01/23/25	Additional Signator:		
STIP Coordinator:	Naomi Birch	01/23/25	Additional Signator:		
Area Manager:	MARMON JERRY	01/22/25	Additional Signator:		
Project Sponsor:			Additional Signator:		
Tech Center Manager:	Mark Thompson	01/23/25	Additional Signator:		
Region Manager:	Darrin Neavoll	01/23/25	Additional Signator:		
Additional Signator:	Gabi Garcia	01/23/25	Additional Signator:		