

---

**AGENDA**

**Rogue Valley Metropolitan Planning Organization**

**Policy Committee**

---



**Date:** *Tuesday, April 25, 2017*

**Time:** *2:00 p.m.*

**Location:** *Jefferson Conference Room*  
*RVCOG, 155 N. 1<sup>st</sup> Street, Central Point*  
*Transit: served by RVTD Route #40*

**Contact:** *Stephanie Thune, RVCOG: 541-423-1368*  
*RVMPO website: [www.rvmppo.org](http://www.rvmppo.org)*

<b>1</b>	<b>Call to Order / Introductions / Review Agenda</b>	<b>Mike Quilty, Chair</b>
<b>2</b>	<b>Public Comment</b> Items not on the agenda   <i>Comments on agenda items allowed during discussion of each item</i>	<b>Chair</b>
<b>Consent Agenda</b>		
<b>3</b>	<b>Review / Approve Minutes</b>	<b>Chair</b>
<i>Attachment</i>	#1   RVMPO Policy Committee Draft Minutes 170328	
<b>Action Items</b>		
<b>4</b>	<b>Adoption of FY 2017-2018 Unified Planning Work Program (UPWP)</b>	<b>Karl Welzenbach</b>
<i>Background</i>	This document has been brought before the board and the TAC last month and has been out for public comment for over 30 days. The TAC made some editorial changes at its meeting (which have now been incorporated into the document) and, to date, no public comments have been received.	
<i>Attachment</i>	#2   Final Draft FY 2017-18 Unified Planning Work Program (UPWP)	

<i>Action Requested</i>	Adoption of FY 2017-18 UPWP	
<b>Discussion Items</b>		
<b>5</b>	<b>Alternative Measure 7 Funding Distribution Agreement</b>	<b>Karl Welzenbach</b>
<i>Background</i>	At its November 2016 Board meeting, the RVMPO asked that staff, working with the interested parties, bring back to the Board some options on how we might address and/or modify the existing Alternative Measure #7.	
<i>Attachment</i>	#3 (Handout)   Memo regarding possible options for Alternative Measure #7	
<i>Action Requested</i>	No action requested; discussion item only.	
<b>6</b>	<b>RVMPO Planning Update</b>	<b>Karl Welzenbach</b>
<b>7</b>	<b>Public Comment</b>	<b>Chair</b>
<b>8</b>	<b>Other Business / Local Business</b> Opportunity for RVMPO member jurisdictions to talk about transportation planning projects.	<b>Chair</b>
<b>9</b>	<b>Adjournment</b>	<b>Chair</b>

- The next RVMPO Policy Committee meeting will be **Tuesday, May 23, at 2:00 p.m.** in the Jefferson Conference Room, RVCOG, Central Point.
- The next RVMPO TAC meeting will be **Wednesday, May 10, at 1:30 p.m.** in the Jefferson Conference Room, RVCOG, Central Point.
- The next RVMPO PAC meeting is scheduled for **Tuesday, May 16, at 5:30 p.m.** in the Jefferson Conference Room, RVCOG, Central Point.

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  
ROGUE VALLEY MPO POLICY COMMITTEE  
MARCH 28, 2017**



The following attended:  
**RVMPO Policy Committee**

<u>Member</u>	<u>Organization</u>	<u>Phone Number</u>
Art Anderson	ODOT	774-6353
Bob Strosser	Jackson County	774-6119
Bruce Sophie	City of Phoenix	535-1216
Jim Lewis	City of Jacksonville	899-7023
Tim D'Alessandro for Mike Zarosinski, <b>Vice Chair</b>	City of Medford	
Mike Quilty, <b>Chair</b>	City of Central Point	664-7907
Mike Faught for Rich Rosenthal	City of Ashland	941-1494
Tonia Moro	RVTD	973-2063
<u>Staff</u>	<u>Organization</u>	<u>Phone Number</u>
Karl Welzenbach	RVCOG	423-1360
Dan Moore	RVCOG	423-1361
Andrea Napoli	RVCOG	423-1369
Ryan MacLaren	RVCOG	423-1338
Stephanie Thune	RVCOG	423-1368
<u>Others Present</u>	<u>Organization</u>	<u>Phone Number</u>
Alex Georgevitch	City of Medford	774-2114
Mike Baker	ODOT	957-3658

Mike Kuntz	Jackson County	774-6228
Mike Montero	Montero & Assoc., LLC	944-4376
Sarah Westover	City of Phoenix	972-0869

---

---

### **1. Call to Order / Introductions/ Review Agenda**

Chairman Quilty called the meeting to order at 2:03 p.m. The Committee began with introductions followed by a moment of silence, requested by Art Anderson, in memory of Pat Foley, RVCOG Community Development Specialist.

### **2. Review / Approve Minutes**

The Chairman asked if there were any additions or corrections to the previous meeting minutes.

**On a motion by Bruce Sophie, seconded by Jim Lewis, the minutes of the February 28, 2017 meeting were approved as presented. *The motion carried unanimously by voice vote.***

### **3. Public Comment**

None voiced.

### ***Public Hearing Action Item:***

### **4. 2017-2042 Regional Transportation Plan (RTP), 2018-2021 Transportation Improvement Program (TIP) and 2017 Air Quality Conformity Determination (AQCD)**

**The Chair read the procedure for the public hearing.**

Dan Moore explained that the Policy Committee was being asked today to adopt by resolution these three related documents: 1) the 2017–2042 RTP, 2) the 2018-2021 TIP, and 3) the 2017 AQCD, which relates to both the RTP and TIP.

He then provided a brief overview of the documents with highlights as follows:

2017-2042 RTP: The 2017-2042 RTP represents a major update (required every four years) and will replace the 2013-2038 RTP. Along with updating the goals and policies, all of the chapters, the regional transportation project list and the financial forecast, staff also built a brand new travel demand model.

2018- 2021 TIP: The 2018-21 TIP was determined to be financially constrained with approximately \$114,000,000 in federal, state, and local transportation project funding. Key information contained in the document includes: a comparison of the previous year TIP projects and funding levels, details of the TIP amendment process, the full program of projects, and the status of previously approved TIP projects.

2017 AQCD: All newly funded projects for the region are listed, and the results of a completed PM<sub>10</sub> emissions analysis, showing that the region is in conformity for particulate matter, are included. According to federal clean air rules, a carbon monoxide (CO) emissions analysis is no longer required for the RVMPO, which is on a Limited Maintenance Plan (LMP). The final document draft also

incorporates comments made by the interagency consultation group regarding air quality issues and the AQCD.

The public comment period related to these three documents began on February 28, 2017 and the public hearing notice was published in the Mail Tribune.

Documents included for Policy Committee reference in consideration of today's action included: a synopsis of the air quality findings; "Exhibit A," included in the AQCD to address the timely implementation of Transportation Control Measures (TCMs); and a handout summarizing 2017-2042 RTP-related comments by RVT, ODOT and the City of Medford, with RVMPO staff responses to those comments.

The Technical Advisory Committee (TAC) and Public Advisory Council (PAC) have reviewed and commented on the 2017-2042 RTP, the 2018-2021 TIP and the 2017 AQCD; both groups are recommending approval of the three documents. With Policy Committee approval, the documents will be submitted to the U.S. Department of Transportation (USDOT) and the Environmental Protection Agency (EPA) to start the conformity determination process. In addition, the 2018-2021 TIP will be submitted to the Oregon Department of Transportation (ODOT); once the Governor's signature is obtained, the approval process will be complete.

**The Chair solicited member questions for staff: *none voiced.***

**The Chair opened the discussion to public comment, both in support and in opposition: *none voiced.***

**The Chair closed the public hearing.**

Policy Committee deliberations yielded a comment from Tonia Moro, who expressed a desire for greater TAC and Policy Committee involvement in the review process – prior to the 30 days preceding the public comment period – for future revisions to the RTP and TIP; she would also like for the Policy Committee to be provided with a Scope of Work by the end of 2017 for the next RTP revision process. Dan Moore responded that the Scope of Work for the 2017-2042 RTP as well as projects, the financial plan, and goals and policies were shared with both the TAC and Policy Committee during the revision process of the RTP up for adoption today; the TAC was also every involved in the building of the new travel demand model. Moore will provide Moro with a copy of the 2017-2042 RTP Scope of Work, recognizing that her request for a new Scope of Work for the next RTP revision process by the end of this year still stands.

**On a motion by Jim Lewis, seconded by Bruce Sophie, the Policy Committee proposed adoption of Resolution Number 2017-1: RVMPO Policy Committee Adoption of the RVMPO 2017-2042 Regional Transportation Plan.**

The Chair noted for the record that the word "Plan" needed to be added to Resolution Number 2017-1 prior to his signing.

***The motion carried unanimously by voice vote.***

**On a motion by Bruce Sophie, seconded by Bob Strosser, the Policy Committee proposed adoption of Resolution Number 2017-2: RVMPO Policy Committee Adoption of the 2018-2021 Transportation Improvement program. *The motion carried unanimously by voice vote.***

**On a motion by Jim Lewis, seconded by Bruce Sophie, the Policy Committee proposed adoption of Resolution Number 2017-3: RVMPO Policy Committee Adoption of Air Quality Conformity Determination for the RVMPO 2017-2042 RTP and 2018-2021 TIP.**

Bruce Sophie registered his surprise at public transportation's minimal effect on the reduction of greenhouse gasses and pollution. Karl Welzenbach explained that this is because the long-range plan has to be fiscally constrained and – via collaborative discussions between RVMPO and RVTD staff – the assumption of fiscal constraint and longevity of revenue streams for RVTD is lacking. Sophie and Welzenbach agreed that RVTD funding in light of the greenhouse gas reduction issue was desirable.

*The motion carried unanimously by voice vote.*

**Action Item:**

**5. Public Advisory Council (PAC) New Member Application**

An application has been received from Larry Martin, expressing his desire to represent Central Point on the RVMPO PAC. The PAC unanimously recommended his approval to the Policy Committee, whose approval is being sought today; Martin's application was provided as a handout.

Chairman Quilty shared experience of Martin being a committed community member and dependable committee participant; he has been active on behalf of his community for many years.

**On a motion by Jim Lewis, seconded by Tim D'Alessandro, the Policy Committee moved to appoint Larry Martin to fill the Central Point vacancy on the RVMPO PAC. *The motion carried unanimously by voice vote.***

Ryan MacLaren called attention to the fact that there are currently a number of vacancies on the PAC. RVMPO staff outreach to-date has been met with only minimal success. The PAC membership chart – updated with Larry Martin's name – will be emailed to Policy Committee members as well as to selected city and county staff in an attempt to spread the word throughout the region of the opportunity to serve on the PAC either in a Citizen Involvement Area or a Special Interest Position. The chart may also be viewed here: [https://www.rvmopo.org/images/public-advisory-council/Membership/170330\\_PAC\\_Membership\\_Chart.pdf](https://www.rvmopo.org/images/public-advisory-council/Membership/170330_PAC_Membership_Chart.pdf).

**Discussion Items:**

**6. “What Are MPOs?” Presentation**

Karl Welzenbach gave a PowerPoint presentation explaining the history, impetus for and logic behind the establishment of Metropolitan Planning Organizations (MPOs), which are a unique phenomenon in that they grew out of a local initiative later adopted by the federal government adopted and made into law. The presentation traced the processes involved from initial impetus in 1919 to the establishment of the modern-day MPO and included definitions as well as information about operating principles and the three required MPO documents (RTP, TIP, and UPWP).

**7. Planning Update**

There is a statewide CMAQ Advisory Committee; Mike Quilty and Pam VanArsdale (Mayor of Rogue River) are members. The committee's role is to discuss and develop a new distribution methodology for CMAQ funds, and it has been decided that the methodology will be based on a new formula, which

ODOT will draft by April 10. The formula will then be discussed by managers and forwarded through the MPO committees for review, with a deadline of June for the final program design recommendation. Handouts detailing the timeline for CMAQ decisions as well as progress to-date regarding consensus-building for formula design factors were distributed.

Art Anderson commented that the formula ought to have mathematical significance, and not be reliant on subjective weighting. Mike Montero voiced a recommendation that – prior to formula draft design – David Collier at DEQ be contacted to determine whether dispersion modeling requirements for the Rogue Valley were still in force. Bruce Sophie mentioned that air quality should be as much a formula weighting factor as population, or the Rogue Valley will not be able to get sufficient funding for projects.

Welzenbach went on to report that an updated table for CMAQ project funding will be distributed to Policy Committee members, showing revised figures now that the anticipated 47% funding cut has been delayed until 2019. Total CMAQ funds equal 3.47 million, with 1.124 million constrained to unfunded portions of the initial six projects on the list. The remaining balance of 2.347 million will be available to fund other projects; discussions with the TAC will help to guide the funding allocation process.

#### **8. Public Comment**

None voiced.

#### **9. Other Business / Local Business**

Chairman Quilty remarked that if a CMAQ formula matrix is delivered by ODOT, it will be e-mailed to Policy Committee members; regardless, a report regarding the status of proceedings will be made at the April 25 Policy Committee meeting.

Bruce Sophie inquired about an initiative in upcoming legislation regarding OTC reverting to 1990s format as opposed to ODOT making decisions, but no one present had any information on the issue. Welzenbach reported that an Oregon MPO Consortium (OMPOC) meeting would be held in April or May to discuss the current legislative issues and initiatives. There was an initiative in a bill to set aside a percentage of CMAQ funds for diesel retrofit, but that initiative will likely be killed.

Chairman Quilty expressed appreciation for Bruce Sophie's years of service to the City of Phoenix, the Rogue Valley, and the RVMPO.

#### **10. Adjournment**

The meeting was adjourned at 3:05 p.m.

#### **Scheduled Meetings:**

RVMPO TAC	Wednesday, April 12 @ 1:30 pm
RVMPO Policy	Tuesday, April 25th @ 2:00 pm
RVMPO PAC	Tuesday, May 16 @ 5:30 pm

# ***2017 - 2018 Unified Planning Work Program***

***April 25, 2017***



**Rogue Valley Metropolitan Planning Organization**

The RVMPO is staffed by the Rogue Valley Council of Governments



Page left intentionally blank

DRAFT

## **RVMPO Vision**

We envision a future for the Rogue Valley MPO region in which transportation and land use planning are fully integrated and equally considered in all regional planning decisions. The planning process is conducted **openly and cooperatively at all jurisdictional levels**, and marked by a high level of **public participation**.

As a result, the Rogue Valley of the future is a vibrant region whose economy is balanced and diverse, attractive to young and old because of its distinct, thriving communities surrounded by beautiful open space and productive farmland. Individual communities feature compact downtowns with a well-integrated system of **safe** and appropriate **transportation options** connecting residential with a variety of activity nodes, including schools, libraries, stores, parks, services and employment. In many areas, mixed use development has brought residential and commercial into close proximity to create pedestrian friendly environments.

In a conscious shift from a focus on road expansions in and near communities, RVMPO policy encourages **connectivity** and **works to identify and enhance funding opportunities** for ride sharing, alternate energy vehicles, pedestrian, equestrian and bicycle paths, transit, rail system, a world class airport, and well maintained public streets.

**RVMPO Policy Committee**  
**Oct. 27, 2009**

## **Resolution 2017 - 1**

### **Metropolitan Planning Organization - Policy Committee**

#### **Adoption of the FY 2018 Unified Planning Work Program**

**Whereas**, the Metropolitan Planning Organization was formed in 1982 to coordinate transportation planning in the greater Rogue Valley.

**Whereas**, the Metropolitan Planning Organization Policy Committee is a designated committee of the Rogue Valley Council of Governments.

**Whereas**, the Metropolitan Planning Organization must prepare an annual Unified Planning Work Program (UPWP) that identifies program activities and expenditures.

**Whereas**, the Policy Committee oversees Transportation Planning Activities for the Rogue Valley Metropolitan Planning Organization.

**Whereas**, the Metropolitan Planning Organization Policy Committee did review and comment on the UPWP for Fiscal Year 2017 on April xx, 2017

**Whereas**, the RVMPO held a 30-day public comment period and public hearing to secure input and comment on the adoption of the FY 2018 UPWP.

#### **NOW THEREFORE, BE IT RESOLVED BY THE ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE:**

That the attached RVMPO Fiscal Year 2017 Unified Planning Work Program is hereby adopted, and the Rogue Valley Council of Governments is hereby requested to prepare and submit the documents required to secure the funding identified in the UPWP for the RVMPO activities, and

That the RVMPO Resolution No. 82-1-MPO designating RVCOG as the MPO (UPWP Exhibit B), and the RVMPO Self-Certification (Exhibit C) have been reviewed by the RVMPO Policy Committee and are affirmed as included in the UPWP.

**ADOPTED** by the Policy Committee of the Rogue Valley Metropolitan Planning Organization on the xx day of April 25, 2017.

---

Michael G. Quilty  
RVMPO Policy Committee Chair

**Rogue Valley  
Metropolitan  
Planning  
Organization  
  
Policy Committee**

Mike Quilty, Chair	City of Central Point
Michael Zarosinski	City of Medford
Rich Rosenthal	City of Ashland
Darby Stricker	City of Talent
Jim Lewis	City of Jacksonville
Ruth Jenks	City of Eagle Point
Bruce Sophie	City of Phoenix
Robert Strosser	Jackson County
Tonia Moro	Rogue Valley Transportation District
Art Anderson	Oregon Department of Transportation

**Technical Advisory  
Committee**

Ashland	Maria Harris: Planning
Ashland	Karl Johnson: Public Works
Central Point	Tom Humphrey: Planning
Central Point	Matt Samitore: Public Works
Eagle Point	Robert Miller: Public Works
Eagle Point	Mike Upston: Planning
Jackson County	Kelly Madding: Planning
Jackson County	Mike Kuntz: Roads and Parks
Jacksonville	Ian Foster: Planning
Jacksonville	Jeff Alvis
Medford	Kyle Kearns
Medford	Alex Georgevitch: Public Works
RVTD	Paige Townsend: Planning
RVTD	Jon Sullivan: Planning
Phoenix	Vacant: Planning
Phoenix	Vacant: Public Works
Talent	Zac Moody: Planning
ODOT	Dan Roberts: Region 3
ODOT	Ian Horlacher: Region 3
DLCD	Josh LeBombard

*Non-voting Members:*

FHWA	Chris Bucher
RVMPPO (staff)	Dan Moore

**Public Advisory  
Council**

Mary Wooding	Ashland
Edgar Hee	Bicycle/Pedestrian
Kay Harrison	Central Point
Aaron Prunty	Eagle Point
Michael Stanek	Eagle Point
Glen Anderson	East Medford
Brad Inman	East Medford
Mark Earnest	East Medford
Mike Montero	Freight
Ron Holthusen	Jacksonville
Thad Keays	Talent



## ***2017 -2018 Unified Planning Work Program***

***Adopted by the RVMPO Policy Committee April 25, 2017***

### **RVMPO Staff**

*RVCOG Planning & Community Development Program*

Karl Welzenbach  
Nikki Hart-Brinkley  
Pat Foley

Dan Moore  
Ryan MacLaren

Dick Converse  
Andrea Napoli

### *Administration*

Michael Cavallaro, Rogue Valley Council of Governments, Executive Director

### *Published by:*

Rogue Valley Council of Governments  
155 N. First St.  
P. O. Box 3275  
Central Point, OR 97502  
Telephone: 541.664.6674

***On the web: [www.rvmppo.org](http://www.rvmppo.org); [www.rvcog.org](http://www.rvcog.org)***

*The preparation of this report has been financed in part by funds from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Oregon Department of Transportation (ODOT). The RVMPO through the Policy Committee is responsible for the material contained herein.*

***This document and other RVMPO plans, reports and committee materials are available from RVCOG office and online at [www.rvmppo.org](http://www.rvmppo.org)***

## Table of Contents

<b>Purpose of Federal Metropolitan Planning .....</b>	<b>1</b>
<b>Overview .....</b>	<b>1</b>
<b>Role of the Rogue Valley Council of Governments.....</b>	<b>2</b>
<b>Organizational Structure of RVMPO .....</b>	<b>2</b>
<b>RVMPO Mission, Vision and Goals .....</b>	<b>3</b>
<b>Regional Transportation Priorities for Fiscal Year 2018.....</b>	<b>6</b>
<b>RVMPO Unfunded Needs for Fiscal Year 2018.....</b>	<b>6</b>
<b>Status of Core Planning Documents.....</b>	<b>7</b>
<b>Summary of Projected UPWP Deliverables and Products .....</b>	<b>7</b>
<b>Funding for RVMPO Planning.....</b>	<b>8</b>
<b>Summary of Projected FY2018 Funding Allocations .....</b>	<b>9</b>
<b>The UPWP, Title VI and Environmental Justice.....</b>	<b>9</b>
 <b>PART I – Federally-funded program. Budget and RVMPO Responsibilities</b>	
<b>Task 1.0 Program Management .....</b>	<b>11</b>
1.1 <i>Office and Personnel Management; Fiscal and Grant Administration</i>	
1.2 <i>UPWP Development and Management Process</i>	
1.3 <i>Public Education and Participation</i>	
1.4 <i>Interagency and Interjurisdictional Coordination</i>	
1.5 <i>Grant Writing</i>	
<b>Task 2.0 Short Range Planning .....</b>	<b>19</b>
2.1 <i>Transportation Improvement Program (TIP) Activities</i>	
2.2 <i>Air Quality Conformity/SIP Implementation</i>	
2.3 <i>Local Jurisdiction Technical Assistance (TSP/ Other Technical Assistance)</i>	
2.4 <i>Surface Transportation Block Grant Program (STBG)and Congestion Mitigation and Air Quality Program Management</i>	
<b>Task 3.0 Long Range Planning.....</b>	<b>23</b>
3.1 <i>Maintenance of ITS Operations &amp; Implementation Plan</i>	
3.2 <i>RTP Implementation/Safety, Regional Problem Solving Integration</i>	

3.3 *Maintenance of 2017 – 2042 RTP*

**Task 4.0 Data Collection/Analysis, Travel Demand Modeling & Model Maintenance.....24**

    4.1 *Research & Analysis Program*

    4.2 *Data Collection/Analysis for Title VI/Environmental Justice*

**Task 5.0 Transit..... 28**

    5.1 *Coordination with RVTD – Transit Master Plan*

**Budget Summary ..... 29**

**Exhibits**

**Exhibit A: Map of RVMPO Transportation Planning Area ..... 30**

**Exhibit B: RVMPO Designation Resolution ..... 31**

**Exhibit C: RVMPO Self Certification ..... 32**

**PART II – RVCOG Transportation Planning Functions**

**Task 6.0 Support to ODOT Region 3 ..... 41**  
    *RVACT Staff Support*

**PART III – Oregon Department of Transportation Planning Projects.....42**

**Transportation Planning Acronyms ..... 43**

## **The Rogue Valley Metropolitan Planning Organization Unified Planning Work Program Fiscal Year 2017-2018**

### **Purpose of Federal Metropolitan Planning**

To improve regional transportation planning and give communities a stronger voice in addressing transportation concerns while avoiding duplication of planning efforts, the U.S. Department of Transportation (USDOT) has established policy guidelines to: 1) integrate modal planning at the metropolitan level; 2) achieve intermodal planning and coordination, and 3) relate these activities to comprehensive planning. The current transportation act, Fixing America's Surface Transportation (FAST Act), signed in 2015, maintains support for planning elements that should be considered by the MPO's planning process:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve transportation system resiliency and reliability;
10. Reduce (or mitigate) the stormwater impacts of surface transportation; and
11. Enhance travel and tourism.

Pursuant federal, state and local guidance, the Rogue Valley Metropolitan Planning Organization's (RVMPO) 2017 – 2018 UPWP identifies all transportation and related planning activities that will be undertaken by the RVMPO during the project year from July 1, 2017 to June 30, 2018. The work program was developed to serve these specific objectives:

1. Define work activities to meet the needs of local, state, and federal agencies in accordance with applicable transportation requirements.
2. Identify funding sources for work to be completed.
3. Coordinate work activities and relationships (both internal and external).
4. Promote the wise use of public resources through sound decision-making and interagency coordination.

### **Overview of 2017 - 2018 UPWP**

The Unified Planning Work Program (UPWP) is adopted by the RVMPO Policy Committee and incorporates all transportation planning and supporting comprehensive planning activities in the Medford Metropolitan Area by the Rogue Valley Metropolitan Planning Organization during the state fiscal year 2017<sup>1</sup> and serves as a means to satisfy 23 CFR 450.308. It identifies work proposed by major activity and task and includes summary details about expected products. Funding for all projects is identified. The UPWP is intended to provide a framework for the coordination of transportation

---

<sup>1</sup> The State of Oregon fiscal year runs from July 1<sup>st</sup> to June 30<sup>th</sup> and is the functional year for the UPWP. It is numbered according to its second half i.e. the year beginning July 1, 2017 is numbered FY 2017-18. The RVMPO fiscal year is the same. The federal fiscal year 2018 begins October 1, 2017, and runs through September 30, 2018.



planning efforts for and within the region. It may be amended by the Policy Committee as needed to reflect changes in work tasks and funding. The amendment process is similar to the adoption process, in that public and agency comment is sought and a public hearing held prior to Policy Committee action.

This plan consists of three parts: Part I, tasks 1 through 5, represents the federally mandated and federally-funded portion of the program to be fulfilled by the RVMPO, plus state and locally-funded work to fulfill state as well as federal requirements; and Part II, task 6, which details additional work that is not federally mandated and is funded by other sources. Part III are ODOT planning projects within the RVMPO planning area that the agency expects to occur during the fiscal year. Additionally, UPWP Exhibit C is the RVMPO's annual self-certification for metropolitan transportation planning.

Transportation is an important issue for people across our nation. Concerns about increasing demands on the transportation system in an environment of decreasing funding available for capacity expansion, congested roadways, air quality, and the preservation of "quality of life" have prompted debates at all levels of government. In southern Oregon, rapid population growth and development has increased the importance of deliberate transportation planning.

### **Role of Rogue Valley Council of Governments (RVCOG)**

RVCOG is an association of local governments that provides a forum for coordinated problem solving and regional planning for Jackson and Josephine Counties. Membership in RVCOG is strictly voluntary; the COG has received active participation from local jurisdictions in the Jackson/Josephine region for many years. RVCOG's mission is "*to be a catalyst to promote quality of life, effective and efficient services, and leadership in regional communication, cooperation, planning and action in Southern Oregon.*"

The UPWP builds upon the RVCOG's mission by linking regional land use concerns, transportation priorities, transit opportunities, environmental concerns, and economic development; to enhance the quality of life in the region. Transportation planning in Southern Oregon is a multi-jurisdictional and multi-faceted process that defines the best vision and planning mechanism for the region. RVCOG addresses the needs of both the local agencies and those specifically related to the RVMPO geographic area. Areas of particular interest for the RVCOG and its Transportation Planning Program in the two county area include staff support for the Rogue Valley Area Commission on Transportation (RVACT). RVCOG places special emphasis on assisting its member jurisdictions in implementing the Transportation Planning Rule (TPR), and is preparing to assist in state measures to reduce greenhouse gas emissions from light-duty vehicles (less than 10,000 lbs.).

### **Organizational Structure of RVMPO**

The Governor of Oregon designated RVCOG as the Rogue Valley Metropolitan Planning Organization (RVMPO) on July 27, 1982. The RVCOG Board of Directors delegated responsibility for RVMPO policy functions to a committee of elected and appointed officials from Ashland, Talent, Jacksonville, Central Point, Medford, Phoenix, Eagle Point, Jackson County, the Oregon Department of Transportation, and the Rogue Valley Transportation District. The RVMPO planning boundary and Air Quality Maintenance Area (AQMA) are shown on the planning area map, Appendix A. Federal and state legislation for MPOs can generally be summarized as follows:

- Develop and maintain a long-range Regional Transportation Plan (RTP).
- Develop and maintain a short-range project programming document, the Transportation Improvement Program (TIP).

- Coordinate transportation decisions among local jurisdictions, state agencies, and area transit operators.
- Develop an annual work program (UPWP).
- House and staff the regional travel demand model for the purposes of assessing, planning, and coordinating regional travel demand impacts.

Additionally, due to local circumstances, RVMPO has responsibility under the Clean Air Act (and corresponding state law) for the following:

- Perform regional air quality conformity analyses and demonstrate regional transportation conformity for carbon monoxide (CO) and particulate matter (PM<sub>10</sub>).

The Rogue Valley Council of Governments staffs the RVMPO. The RVMPO Policy Committee makes final RVMPO planning decisions. It is composed of elected and appointed officials from Central Point, Medford, Phoenix, Ashland, Talent, Jacksonville, Eagle Point, Rogue Valley Transportation District (RVTD), Jackson County and ODOT. The Policy Committee considers public comment and recommendations from two standing advisory committees. Those committees are:

- **RVMPO Technical Advisory Committee (TAC)**  
The TAC is primarily made up of technical staff from the public works and planning departments of member jurisdictions, local agencies and state planning officials. Because of their technical expertise, TAC members are mostly involved with the transportation planning process. TAC advises the Policy Committee on technical transportation issues and reviews all of the transportation documents presented to the Policy Committee.
- **RVMPO Public Advisory Council (PAC)**  
The RVMPO PAC consists of residents from geographic and special-interest areas within the RVMPO, appointed by the Policy Committee. Members make recommendations from the public's perspective on proposed long-range transportation plans, project plans, priorities for state and federal funding and other transportation issues.

The standing advisory committees also receive public comment. In addition to these two committees, the Policy Committee from time to time authorizes the formation of ad hoc committees to provide input on specific planning issues and projects.

### **RVMPO Mission, Vision and Goals**

The Policy Committee in October 2009 adopted a Vision for the organization, printed on page 2, based on discussion from a series of meetings and workshops. The committee also adopted a Mission Statement and Goals, shown below. The Policy Committee goals listed below set the direction for the RVMPO. This section of the UPWP provides a status report on how the MPO is addressing the Policy Committee's long-term goals.

**RVMPO Mission:** *to be a strong and unifying leader for the creation of sustainable, livable communities through regional cooperation and integrated land use and transportation planning.*

**RVMPO Policy Committee Goals** are presented below with milestones achieved in FY2016 to implement the goal, and work anticipated this year that contributes toward reaching the goal.

1. *Increase citizen participation and involvement in RVMPO.*

- In 2017: For the 2017-42 RTP, staff conducted a survey on transportation needs within the RVMPO. The survey was administered in an online version and in person at local events in the MPO. Staff attended three local events (2015 Talent Harvest Festival, 2016 Jackson County Harvest Fair, and the 2016 Pear Blossom Street Fair) and solicited the public to fill out RVMPO surveys. Nearly 100 surveys were completed and returned. One of the top answers on transportation issues in the Rogue Valley was the lack of public transit and the deficiency of frequency. Meeting materials were posted on the RVMPO website. PAC meetings were held.
  - In 2018: Continue use of website to present information. Update the Public Participation and Title VI/EJ plans as needed. The RVMPO will support the PAC as a standing advisory committee.
2. *Continue to work toward more fully integrating transportation and land use planning.*
- In 2017: Worked with RVMPO member jurisdictions on concept planning (integrating land use & transportation) for Regional Problem Solving (RPS) growth areas; Reviewed/commented on MPO jurisdiction development applications for consistency with RVMPO Alternative Measures.
  - In 2018: Continue to review/comment on MPO jurisdiction development applications for consistency with RVMPO Alternative Measures; address state land use planning requirements for metro areas and RVMPO contribution and role. Will continue to develop ways to model land-use changes, and continue coordination on RPS. Participate in jurisdiction Transportation System Plan updates.
3. *Increase integration and availability of transportation options.*
- In 2017: RVCOG discussed with local United Way program the possibility of taking over administration of the United Way's bike share program; worked with TPAU to improve transit in the regional travel demand model, so that the model will reflect the benefits of transit to the regional transportation system.
  - In 2018: Will continue discussion with United Way on administering local bike share program; continue to address state land use planning requirements for metro areas and RVMPO contribution and role.
4. *Expand planning scope to include consideration of the wider transportation-shed.*
- In 2017: Participated in Oregon MPO Consortium (OMPOC) and other statewide advisory activities; participated on Land Conservation and Development Commission's (LCDC) Rule Advisory Committee (RAC) greenhouse gas reduction targets, and proposed revisions to the metropolitan transportation planning of the Transportation Planning Rule (TPR).
  - In 2018: Continued coordination with OMPOC; state on greenhouse gas reduction planning. Continue participation in state-wide committees; review of Oregon Household Activity Survey (OHAS) and U.S. Census data to examine impacts of travel origins and destination outside the planning area on RVMPO-area travel.
5. *Strategically use RVMPO funding to pursue RVMPO goals.*
- In 2017: Retained consultants to perform MOVES (air quality) modeling, and to develop socio-economic data for the travel demand model.
  - In 2018: Will review project selection criteria for next RTP update/TIP

6. *Evaluate potential processes based on best practices in other MPOs.*

- In 2017: Coordinated with Oregon MPOs on best practices for providing public access to the Transportation Improvement Program (TIP) projects; Generally review state and national reports on best practices.
- In 2018: Continue development of web-based RTP and TIP project lists; Continue work with ODOT/MPOs on use of OHAS data in planning. Will continue reviews of best practices studies nationwide.

**Overall, the RVMPO continues to address the Policy Committee's long-term goals listed above.**

### **Other Regional Transportation Planning Organizations**

Other committees and boards within the RVMPO planning area also address regional transportation issues. Those panels typically consult with the RVMPO and keep the RVMPO informed of their activities. They include:

- **Middle Rogue Metropolitan Planning Organization (MRMPO)**  
The MRMPO was created in March 2013. The MRMPO Policy Committee is responsible for conducting a continuing, cooperative and comprehensive transportation planning process for the Grants Pass Urbanized Area. As designated, the MRMPO includes the cities of Gold Hill, Grants Pass, Rogue River, and adjacent parts of Jackson and Josephine Counties which are anticipated to become urbanized over the 20 year planning horizon. RVCOG staffs the MRMPO.
- **Rogue Valley Transportation District (RVTD)**  
RVTD was created in 1975 to provide public transportation services within the district's boundaries. Its seven-member Board is elected and RVTD has its own planning staff.
- **Rogue Valley Area Commission on Transportation (RVACT)**  
RVACT is composed of officials from jurisdictions within Jackson and Josephine County. The primary mission of RVACT is to advise the Oregon Transportation Commission (OTC) on state transportation investments in Jackson and Josephine counties.

### **RVMPO Agreements**

Agreements in force among the participating agencies relative to the metropolitan transportation planning process include:

- Resolution No. 82-1-MPO adopted June 30, 1982, designating the Rogue Valley Council of Governments as the appropriate local agency to assume MPO responsibilities.
- RVCOG Charter Agreement that prescribes the voting authority on RVMPO policies and activities being held exclusively by participating RVMPO agencies.
- The July 26, 1982, concurrence letter from the Governor on designation of the Rogue Valley Council of Governments as the MPO;
- Annual planning funds agreements between ODOT and RVCOG;
- A planning agreement between the RVMPO and the Rogue Valley Transportation District (RVTD) describing responsibility and roles for the regional transportation planning process; April 27, 1999.

- Intergovernmental Agreement (IGA) for Transportation Planning in the Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, pursuant to 23 CFR 450.314, indentifying each organization’s responsibilities in carrying out the metropolitan transportation planning process; June 2008.
- Intergovernmental Agreement (IGA) for the Development of Financial Plans in the Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, pursuant to 23 CFR 450.314, indentifying each organization’s responsibilities for cooperation; June 2010.

### **Regional Transportation Priorities for Fiscal Year 2018**

RVMPO will adhere to the Planning Emphasis Areas of MAP-21 (carried over into the FAST Act) including Regional Models of Cooperation and Ladders of Opportunity. Additionally the RVMPO will track rulemaking and other developments relating to The FAST Act. In particular the RVMPO will coordinate with ODOT and other Oregon MPOs regarding the assimilation of performance measure based planning including the data acquisition and reporting requirements of MAP-21 and the FAST Act. Similarly, RVMPO will coordinate on a process to consider appropriate activities relating to state requirements including greenhouse gas reduction and support for alternatives to single-occupant vehicle travel.

Through the Research and Analysis Program the RVMPO is working toward being better able to respond to increasingly complex planning issues including planning for Climate Change regulation (state and federal), new transportation demands resulting from implementation of the Regional Problem Solving plan.

Jurisdictions are expected to begin implementing the region’s long-range land-use Regional Problem Solving plan, and this will include addressing the RVMPO’s role in coordinating the transportation aspects of the regional plan.

Specific major work products include:

- Maintaining the 2018-2021 Metropolitan Transportation Improvement Program
- Maintaining the 2042 Regional Transportation Plan
- Updating the RVMPO Safety Profile
- Soliciting CMAQ and STBG funded projects as needed
- Working with ODOT & FHWA on MPO performance measures
- Finalize 2015 Alternative Measures benchmark analysis
- Integrated Land Use and Transportation Planning
- Data collection/analysis for addressing future travel demand, transit demand, land use and Title VI/Environmental Justice.
- Maintain Intelligent Transportation Systems (ITS) Operations and Implementation Plan
- Jurisdiction planning assistance
- RVACT coordination
- Provide assistance on the RVTD’s Transit Master Plan

### **RVMPO Unfunded Needs for FY 2018**

- Freight commodity flow analysis – additional funds could be used to retain a consultant to gather and analyze FHWA and ODOT freight data to frame up the RVMPO’s regional freight flow information.

- Highway Economic Requirements System (HERS-ST) – The RVMPO worked with FHWA and ODOT on several HERS-ST projects to test the software program for use in prioritizing projects to be included in the RTP and TIP. Due to problems with some of the data and change in work priorities for the RVMPO, work on the HERS-ST project was postponed. The RVMPO would like to resume work on using this tool for the benefits it brings to prioritizing projects within the RVMPO.
- Traffic count program – The RVMPO developed a proposed traffic count program in 2005. Priorities changed and the program has not moved ahead. The RVMPO could benefit by having a traffic count program to help with gathering count data for the travel demand model and other uses by local jurisdictions and developers.

### Status of Core RVMPO Planning Documents

The table below lists the core work products of the RVMPO, the adoption date, planning horizon and the time when the next update is due. Generally, ODOT updates the State Transportation Implementation Program (STIP) every two years and has set the next update for March 2019.

**Table of Core Documents**

Item	Date Adopted	Time Span	Update Due
2017-2042 Regional Transportation Plan	March 28, 2017	Four Years	March 2021
Air Quality Conformity Determination	March 28, 2017	Four Years	March 2021
2018-2021 Transportation Improvement Program	March 28, 2017	Two Years	August 2019
Annual Listing of Obligated Projects - 2016	March 2017	One Year	March 2018
2017-2018 Unified Planning Work Program	April 26, 2017	One Year	April 26, 2018
RVMPO Public Participation Plan	May 2016	Two Years*	May 2018
RVMPO Title VI / EJ Plan	August 2016	Two Years*	August 2018

*\*Two years is recommended but not required*

Timing of the RTP update is determined by the timing of USDOT's Air Quality Conformity Determination on the current plan. Such determinations in air quality attainment and maintenance areas such as Medford (for carbon monoxide) and the RVMPO planning area (for PM<sub>10</sub>) must be made every four years, based on updated planning assumptions for a 20-year horizon. The 2017-2042 RTP was completed and adopted by the Policy Committee on March 28, 2017, along with the Air Quality Conformity Determination.

The RTP is routinely amended to include new projects, reflect changes in project funding and other reasons as considered appropriate by the Policy Committee. It can be updated provided the RVMPO conducts public outreach on the amendment, advertising a 30-day public comment period and the Policy Committee conducts a public hearing and votes to approve the change. The RTP must maintain conformity with the state and federal air quality conformity requirements, including the State Implementation Plans for carbon monoxide in the Medford area and particulates (10 microns and smaller) in the entire planning area. The current RTP conforms to both federal and state transportation requirements and other comments received from USDOT over time.

RVMPO maintains funds to update the RTP and air quality conformity determination as necessary. It is possible in FY 2018 that a new FAST Act transportation act rulemaking by USDOT will require updates to the regional plan.

## Summary of Projected Deliverables and Products in the 2017 – 2018 UPWP

This section presents an outline of the organization UPWP work tasks, noting some key activities and projected deliverables. Tasks, activities and funding are described in detail in Part 1- RVMPO Functions, following these introductory sections.

The core RVMPO planning functions are presented in five major task sections, with specific deliverables and activities attached to each.

**Task 1.0 Program Management** – Record-keeping and information retrieval, training, participation in regional planning activities, and support for RVMPO’s standing committees occur within this task. Other activities and deliverables include:

- Public Participation Activities (as described in RVMPO Public Participation Plan) including maintaining website [www.rvmppo.org](http://www.rvmppo.org) and update of Public Participation Plan.
- Organize files and library materials, including records of monthly Policy Committee and Technical Advisory Committee meetings and bimonthly Public Advisory Council meetings
- Monthly and quarterly activity reports
- UPWP updates and draft and final 2018-19 document
- Self-Certification

**Task 2.0 Short Range Planning** – Activities associated with project programming, including all air quality conformity obligations occur within this task. Specifically:

- Annual listing of obligated projects
- Coordination and management of Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) funding and project selection
- Management of the 2018-2021 TIP, including participating in statewide STIP/TIP coordinators meetings and amending the TIP as needed.
- Soliciting for CMAQ & STBG funded projects
- Assist with transit and other jurisdiction planning
- Implementation of EPA MOVES for air quality conformity as needed, and staying up to date on changing conformity rules and related air quality concerns.

**Task 3.0 Long Range Planning** – Maintenance and updates of the Regional Transportation Plan and planning to implement RVMPO’s long-term goals occur in this task, including:

- ITS Plan coordination / implementation / update
- Integration of RVMPO long-range planning with Regional Problem Solving plan to identify future transportation corridors, options and transit needs.
- Coordination of process examining RVMPO role in state metro area requirements
- Maintain and update, as necessary, 2017-2042 RTP
- Complete Alternative Measures benchmark analysis and refinement of measures

**Task 4.0 Data Collection/Analysis** – Specific continuing tasks related to data base maintenance and analysis, including:

- Title VI & environmental justice planning and compliance report
- Environmental justice population transportation needs assessment
- Maintenance of GIS maps and data
- Travel demand modeling, model maintenance and improvement
- Application of Oregon Household Activity Survey and Census/Survey data in transportation planning as necessary

**Task 5.0 Transit** – Coordination with RVTB on MPO planning projects and the Transit Master Plan.

**Funding for RVMPO Planning**

The RVMPO’s planning program is funded by federal, state, local funds and in-kind matching funds, totaling \$434,446.

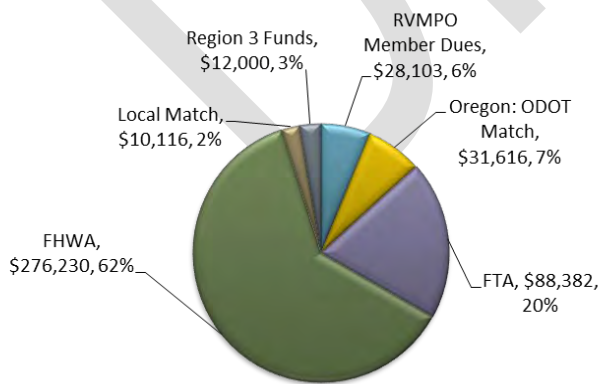
The largest funding source is FHWA, which provides MPO Planning Funds through ODOT to the RVMPO by formula that consists of 89.73% federal funds with a 10.27% local match required. ODOT has traditionally met the full local match requirements with state planning funds. Other resources are FTA 5303 funds, also through ODOT, for metropolitan planning related to transit (requiring a 10.27 percent local match), ODOT Region 3 planning funds, and RVMPO member dues. A summary of how funds are to be distributed among the various RVMPO planning tasks is on page 29. Funding commitments are formalized through specific IGAs with ODOT. The RVMPO and its subcontractors (if any) will carry out the tasks described in this UPWP.

RVMPO is dependent on USDOT funding for UPWP activities. Funds had been static at 2009 levels until FY2014, when FHWA funding declined by 4 percent. Effective FY2015, a new statewide distribution formula has been established. With this adjustment, RVMPO total revenues will decline by 5 percent from previous years. For this work program, federal sources provide about 80 percent of RVMPO funding. Member dues provide funds for Policy Committee political activities (organization dues, travel, support) and some general project expenses – primarily public involvement and website support.

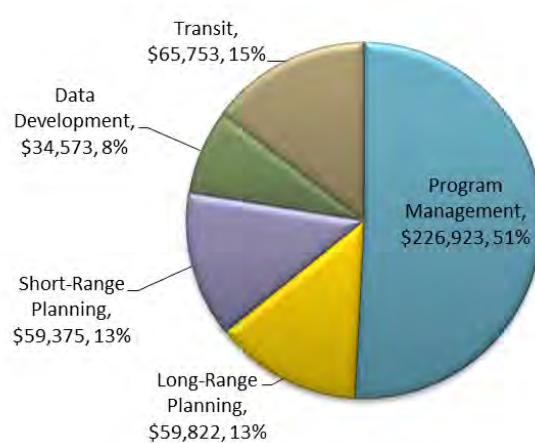
**Summary of Projected FY 2018 Funding Allocation**

Figure 1, shows planning resources anticipated by the RVMPO in the coming fiscal year, and their proportion of total revenue. Figure 2, below, summarizes how anticipated resources will be allocated among the major UPWP work tasks. RVMPO planning activities are anticipated to be funded with a total of \$434,446 in federal, state, local funds and in-kind matching funds.

**Figure 1: Allocation of RVMPO Resources, FY 2018**



**Figure 2: RVMPO Funding, FY 2018**





Program management and transit planning projects will take the largest share of funds. A summary budget breakdown by all work tasks and sub-tasks is on page 29, following the detailed task descriptions in Part I.

In addition to funding described above, RVMPO relies on travel demand modeling services provided by ODOT's Transportation Planning Analysis Unit. TPAU provides up to \$85,000 in modeling services to the RVMPO annually. TPAU maintains and updates the model for no additional charge. The RVMPO does not have the ability to maintain and run the travel demand model.

### **The UPWP, Title VI and Environmental Justice**

The RVMPO recognizes that Environmental Justice must be considered in all phases of planning. Although Environmental Justice concerns are frequently raised during project development, Title VI applies equally to the plans, programs and activities the RVMPO undertakes.

The RVMPO UPWP integrates Environmental Justice considerations and Title VI requirements through the Public Participation Plan, the Environmental Justice Plan, and UPWP work tasks. Both the Public Participation Plan and Environmental Justice Plan contain strategies to reach minority and low-income groups. The RVMPO adopted Title VI discrimination complaint procedure is part of the Environmental Justice Plan.

Environmental Justice is considered as RVMPO selects projects to receive discretionary funds (Congestion Mitigation and Air Quality and Surface Transportation Block Grant Program). Target populations living in the vicinity of a proposed project are identified through Census data. The project scoring process for awarding the MPO's STBG/CMAQ funds includes applying a ranking to the project based on how well it fulfills two EJ-related criteria. The first criteria examines whether the transportation investment is being made within an area identified as containing low income, minority, or senior populations over the regional average, AND whether or not the project, by its description, would *likely* provide a benefit or burden to those populations. The second criteria is measured based on results of the 2016 RVMPO Transportation Needs Assessment for Traditionally Underserved Populations – examining whether the project is 1) investing within an identified “Area of Concern” (an area containing greater than twice the regional rate of low income, minority, senior, or young person populations) and, 2) if the project addresses a need identified in the study. The RVMPO realizes that EJ applies to low income and minority populations; however, for purposes of transportation planning, the RVMPO feels it is important to consider other traditionally underserved populations as well.

The RVMPO's Public Participation Program is an integral part of the regional transportation planning process. The USDOT Order (5610.2) on Environmental Justice specifies that minority populations and low-income populations be provided with greater access to information on, and opportunities for public participation in transportation decision-making. The RVMPO has public-involvement policies and procedures that provide for consideration of Environmental Justice. These policies and procedures provide an inclusive, representative, and equal opportunity for two-way communication.

## PART I - RVMPO Functions

### Task 1.0 Program Management

**Budget:** \$226,923

**Funding Source:** FHWA MPO Planning Funds, \$168,230  
 ODOT Match for FHWA-PL funds, \$19,255  
 FTA 5303 Metropolitan Planning Funds, \$23,050  
 RVMPO Dues, \$13,750  
 In-Kind Match, \$2,638

**Description:** This task involves the coordination of all MPO activities necessary for day-to-day operations such as; program oversight, coordination of the Policy Committee, Public Advisory Council and Technical Advisory Committee, public participation, and RVMPO participation in statewide planning efforts. Also included are organizational activities that provide for in-house program management, financial accounting, and informational updates for RVMPO committees, member jurisdictions, agencies and the public. Day-to-day activities such as purchases of materials and services, staff management and training are also included here.

Per Federal laws and policies, MPOs are prohibited from lobbying with Federal Funds. In order to permit comments by the RVMPO to legislators on relevant transportation legislation and policies, MPO dues are used. These activities are more fully described in Subtask 1.1 (j) below.

**Objective:** *Produce a well-defined planning and operational process that is deliberate, regional in scope, and is cooperative, coordinated and continuing.*

Lead Agency: RVCOG. Agencies to Coordinate: RVMPO member jurisdictions and supporting agencies, ODOT, DEQ, DLCD, and USDOT (FHWA and FTA)

**Subtask 1.1** *Office and Personnel Management; Fiscal and Grant Administration*  
**Work Task Budget: \$175,266**  
*FHWA MPO Planning Funds, \$130,000*  
*ODOT Match for FHWA-PL funds, \$14,879*  
*FTA 5303 Metropolitan Planning Funds, \$16,050*  
*RVMPO Dues, \$12,500*  
*In-Kind Match, \$1,837*

A large percentage of the MPO management and staff time is spent on task relating to program oversight and fulfilling the administrative requirements of government grants. Many tasks not specifically identified below fall into this subtask, including responding to requests for a variety of RVMPO data and files.

Tasks also include preparation and maintaining records for the Policy and advisory committees, and formation and management of other committees and work groups as necessary, and all costs associated with RVMPO meetings. This portion of the UPWP includes budget line items such as budget audit, staff travel and training, training needs analyses, and memberships in professional organizations. Work

items include contract and records management, monthly review of expenditures, personnel and team management, needs analyses for future project work areas, Interagency Agreement review, etc. These activities are ongoing. Each work item is listed below with descriptions provided for select work items. RVMPO compliance with any USDOT rulemaking for The FAST Act would be addressed at least initially in this task.

a) **Personnel Team Management**

*Deliverables:* Self-directed work teams, job performance reviews, and trained, competent staff

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

b) **Budget / Expenditures / Grant Research & Writing**

*Deliverables:* Timesheets (RVCOG), UPWP Activity Timesheets, and Monitoring Materials, Grant Matching Funds, Grant Research & Writing and Services Expenditures

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

c) **Interagency Agreement Review**

- UPWP Intergovernmental Agreement (May)
- Other agreements as necessary

*Deliverables:* Updated/Finalized agreements, project-level agreements on cooperation

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* RVTD, ODOT, FHWA & FTA

d) **Annual Audit**

At the close of each fiscal year, RVCOG retains accountants to conduct an annual financial audit of all of its programs including the RVMPO.

*Deliverables:* Final report

*Timeframe:* First Quarter

*Lead Agency:* RVCOG

e) **Training and Conferences**

*Deliverables:* Attendance at appropriate seminars, conferences and training sessions.

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

f) **Meeting Preparation**

*Deliverables:* Meeting materials, Policy Committee, TAC

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

g) **Operations**

*Deliverables:* Day-to-day departmental operations, performing work tasks and other duties as assigned. Resulting in an efficiently operated and well-managed MPO

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

h) **Data/Information Requests**

Jurisdictions within the MPO frequently request specific transportation data. This task is included because a considerable amount of time can be spent fulfilling requests. Information requests can be in the form of creating GIS maps, attending meetings, providing information on planning topics and Transportation Planning Rule (TPR) requirements, and providing technical assistance (operations analysis, modeling assistance, etc.).

*Deliverables:* Completed information requests

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* MPO Member Jurisdictions

i) **Records Management**

*Deliverables:*

- Organized hard files
- Organized computer files
- Organized library materials

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

j) **RVMPO Policy Committee Travel; Association Dues**

Policy Committee Chair and other members participate in state, regional and national boards including the Oregon MPO Consortium and the Association of Metropolitan Planning Organizations. Participation is considered important and necessary to furthering regional planning goals. A portion of RVMPO dues totaling \$11,241 is dedicated to this activity. These funds also are used to pay dues to organizations such as the Association of Metropolitan Planning Organizations (AMPO). Staff support for these activities also is funded in this task.

*Deliverables:*

- Regional policy-makers participation in state, regional and national organizations and events.
- Membership in organizations as authorized by the Policy Committee
- Legislative issues/Positions (using MPO dues only)

*Timeframe:* As required, July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* OMPOC, AMPO, NARC, State & Federal Legislators

**Subtask 1.2 UPWP Development and Management Process****Work Task Budget: \$16,967****FHWA MPO Planning Funds, \$12,000****ODOT Match for FHWA-PL funds, \$1,374****FTA 5303 Metropolitan Planning Funds, \$3,000****RVMPO Dues, \$250****In-Kind Match, \$343**

The UPWP is an annual work program that outlines MPO planning activities. Its adoption every year (or optional every two years) is required by Federal law. Its implementation is monitored by the funding agencies (USDOT and ODOT). It is a "unified" program that includes all transportation planning activities that are taking place within the RVMPO geographic planning boundary (Exhibit A). It is written and developed by RVMPO staff and reviewed, amended and adopted by the RVMPO Policy Committee. Most "Subtasks" of the UPWP have been delegated to a Team Leader and that leader must formulate a more detailed work program that will guide in the implementation and completion of each subtask. Subtasks will be monitored to assess progress. Progress information is provided as reports and proposals for action to the Policy Committee and advisory committees. Summary progress reports are provided as part of quarterly reporting process. The annual Self Certification Statement will also be prepared. Development of the Certification Statement will consider the RVMPO's effectiveness in fulfilling federal requirements regarding the 3-C (Comprehensive, Continuing and Coordinated) and multimodal urban transportation planning processes. Deliverables associated with this subtask include an adopted UPWP, Quarterly reports, UPWP amendments, monthly time sheets with task and subtask tracking.

Amendments to the UPWP are required when there is a change to either the work program, an addition to the work program and a budget revision resulting in changes to the work program. The RVMPO Policy Committee must approve all amendments to the UPWP.

**a) Monthly Reports**

Monthly budget/work task reports are prepared by MPO staff to inform the Program Manager of status of work tasks and funds expended.

*Deliverables:* Monthly reports

*Timeframe:* Monthly July – June

*Lead Agency:* RVCOG

**b) Quarterly Reports**

Quarterly budget expenditures and work task status reports are prepared by MPO staff and sent to ODOT each quarter of the current fiscal year.

*Deliverables:* Quarterly reports, quarterly meeting with USDOT and ODOT (as needed)

*Timeframe:* Each Quarter

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, USDOT

**c) Daily RVMPO Task Tracking**

MPO staff use an electronic timesheet to post hours worked on MPO sub-tasks identified in the UPWP.

*Deliverables:* Monthly task/subtask timesheets

*Timeframe:* Monthly July – June

*Lead Agency:* RVCOG

d) **UPWP Development**

*Deliverables:* 2018-19 UPWP document; amendments as necessary

*Timeframe:* Draft in February; Adoption by April

*Lead Agency:* RVCOG

e) **Annual MPO Self-Certification**

*Deliverables:* Self-Certification statement

*Timeframe:* Draft by February; Adoption by April

*Lead Agency:* RVCOG

**Subtask 1.3 Public Education and Participation**

**Work Task Budget: \$12,509**

***FHWA MPO Planning Funds, \$10,000***

***ODOT Match for FHWA-PL funds, \$1,145***

***FTA 5303 Metropolitan Planning Funds, \$1,000***

***RVMPO dues, \$250***

***In-Kind Match, \$114***

The RVMPO recognizes the importance and need for providing an active public involvement process, which supplies complete information, timely public notice (45 days for amendments to the Public Participation Plan), full public access to key decisions, and supports early and continuing involvement of the public in all RVMPO planning and program activities. The purpose of this work element is to improve, strengthen and fulfill all these needs. A good public participation program includes public education, public involvement and public relations. The RVMPO adopted a Public Participation Plan (see <http://www.rvmopo.org/index.php/ct-menu-item-13/public-participation-plan>) to fulfill FAST Act obligations and the RVMPO's commitment to actively engaging the public in the transportation planning process.

a) **Implementation of Public Participation Plan**

The FAST Act calls for a “proactive public involvement process that provides complete information, timely public notice (45 days for amendments to the Public Participation Plan), full public access to key decisions, and support early and continuing involvement of the public in developing plans.” In FY 2015, the RVMPO strengthened public participation in all of its planning activities through an update of its *Public Participation Plan*. Under this plan, the RVMPO seeks to increase opportunities for all segments of the community, including low-income, minority and disabled citizens, to participate in the metropolitan planning process. Implementation has included efforts to develop new visualization techniques for TIP project selection including greater use of photographs in discussion of site locations and conditions, and posting on the web all applications and descriptive materials, and evaluation criteria and procedures. All applicants for RVMPO discretionary funds are asked to make presentations with visuals to each of the RVMPO's three committees. Presentation materials are posted on

the RVMPO website. This use of the web represents an investment in expanded public involvement that will continue in FY2018.

*Deliverables:*

- Review and update of the RVMPO Public Participation Plan to meet FAST Act requirements
- Fact sheets, project progress reports, newsletters, new visualization techniques and up-to-date website, non-traditional public engagement strategies, surveys, social media, and other activities as identified.
- Analysis of the demographics of public workshops and survey responses.

*Timeframe:* Ongoing July to June

*Lead Agency:* RVCOG

b) **Public Advisory Council**

The RVMPO Public Advisory Council (PAC), which was formed in 2000, consists of appointed residents from nine Citizen Involvement Areas (CIAs) and special interest representatives for mass transit, freight, bike/ped, public health, seniors, and low-income and minority families. The PAC makes recommendations to the RVMPO Policy Committee from the public's perspective on proposed long-range transportation plans, project plans, Title VI/EJ plans and priorities for state and federal funding and other transportation issues. The PAC hosts public workshops during updates of the RTP to help inform the public of regional transportation planning efforts. The PAC also provides input to the Policy Committee on RTP goals and policies, and statewide planning requirements. The objective of this work element is to maintain and improve the function of the PAC. In FY 2018, the RVMPO will continue efforts to support the PAC, and expand public attendance at all RVMPO meetings. The PAC meets bi-monthly, on the 3<sup>rd</sup> Tuesday from 5:30 p.m. to 7:30 p.m. The current PAC membership roster is on Page iii.

*Deliverables:*

- Staff support for PAC
- Bi-monthly PAC meetings
- PAC member comments on Project Selection Criteria, UPWPs, RTP, TIP, Public Participation Plan, Title VI/EJ Plan and special studies.

*Timeframe:* Ongoing July to June

*Lead Agency:* RVCOG

c) **RVMPO Informational Brochures**

In FY 2015, the RVMPO decided to replace the Citizens Guide to Metropolitan Planning with a series of informational brochures that describe the MPO processes. The RVMPO will continue to maintain and update the brochures and place them in public places around the RVMPO area. There are five (5) tri-fold, double-sided color informational brochures that include:

- "What is the MPO?"
- "Understanding the Transportation Planning Process"
- "Transportation Planning Principles"
- "MPO Plans and Programs"
- "How to get more Involved"

*Deliverables:*

- Updated RVMPO Informational Brochures

*Timeframe:* Ongoing July to June

*Lead Agency:* RVCOG

**Subtask 1.4 *Interagency and Interjurisdictional Coordination***

***Work Task Budget: \$19,952***

***FHWA MPO Planning Funds, \$14,230***

***ODOT Match for FHWA-PL funds, \$1,629***

***FTA 5303 Metropolitan Planning Funds, \$3,000***

***RVMPO dues, \$750***

***In-Kind Match, \$343***

The RVMPO must maintain a continuing, cooperative and comprehensive planning process that results in plans that are consistent with other transportation planning activities in the Rogue Valley and in the state. There is a growing demand for MPO participation and resources for state and regional planning as well as assistance locally. RVMPO participates in technical advisory committees locally and at the state level, passing on information, providing local input and coordinating with member jurisdictions at key decision points. RVMPO also coordinates with ODOT on projects including statewide multimodal and modal/topic planning, and most recently state greenhouse gas reduction planning. RVMPO participates on statewide committees, such as the Oregon Model Steering Committee. The RVMPO also is involved in RVTD regional planning efforts.

Coordination with other agencies also requires participation in local task forces, steering committees, project teams, advisory committees and subcommittees associated with transportation planning efforts in the Rogue Valley, including the Rogue Valley Area Commission on Transportation (RVACT) and the Middle Rogue MPO. Below is a list of the various committees the RVMPO staffs or participates on.

**Committees Staffed by the RVMPO**

- RVMPO Policy Committee
- RVMPO Technical Advisory Committee
- RVMPO Public Advisory Council
- Rogue Valley Intelligent Transportation Systems Committee (RVITS)
- Rogue Valley Freight Advisory Committee
- Rogue Valley Area Commission on Transportation (RVACT)

**Other Committee Participation**

- Transportation Advocacy Committee (TRADCO)
- Oregon Metropolitan Planning Organization Consortium (OMPOC)
- Oregon MPO/Transit District Committee
- Oregon Modeling Steering Committee
- Oregon STIP Coordinators
- Local TSP Update Technical Committees
- ODOT Corridor Planning
- ODOT Interchange Area Management Plans (IAMPs)



a) **Continuing, Cooperative and Comprehensive Planning Process**

*Deliverables:*

- Attendance and participation at appropriate meetings
- Comprehensive and coordinated projects

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

b) **State and Federal Legislation and Policy Review**

The RVMPO will focus efforts in FY2018 on keeping the key planning products, programs and activities consistent with state and federal requirements.

*Deliverables:*

- Updated information for TIP update, RTP maintenance and other planning needs.
- Informed/knowledgeable staff

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

**Subtask 1.5 Grant Writing**

**Work Task Budget: \$2,229**

***FHWA MPO Planning Funds, \$2,000***

***ODOT Match for FHWA-PL funds, \$229***

RVMPO planning funds will augment RVCOG administrative recourses to increase grant application activities. Particular targets for grant searches likely will be TGM funds and assisting local jurisdictions with grant applications. Grants have helped RVMPO pursue planning projects that are beyond the scope of MPO funding. Such grants have in past years enabled RVMPO to undertake a freight planning project, which included formation of a freight stakeholders' committee, a land use and transportation study focusing on planning needs resulting from the Regional Problem Solving project, and development of a transportation options/TDM plan.

*Deliverables:*

- Grant applications.
- Research, information to support grant applications
- Assist local jurisdictions with grant applications

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

**Task 2.0 Short Range Planning****Budget:** \$59,375

**Funding Source:** FHWA MPO Planning Funds, \$39,000  
 ODOT Match for FHWA-PL funds, \$4,464  
 FTA 5303 Metropolitan Planning Funds, \$12,000  
 RVMPO Dues, \$2,538  
 In-Kind Match, \$1,373

**Description:** This task relates to near term activities such as federal Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) project prioritization and programming, air quality conformity activities, maintenance and update of the Metropolitan Transportation Improvement Program, which is a financially-constrained list of transportation improvements for the RVMPO area, and development of the annual list of obligated projects.

**Objective:** *Undertake activities associated with short-term project programming within a five-year horizon.*

Agencies to Coordinate: RVMPO member jurisdictions and agencies, ODOT, DEQ, DLCD, and USDOT

**Subtask 2.1** *Metropolitan Transportation Improvement Program (TIP); Annual Projects Listing*  
**Work Task Budget: \$20,466**  
*FHWA MPO Planning Funds \$14,000*  
*ODOT Match for FHWA-PL funds, \$1,603*  
*FTA 5303 Metropolitan Planning Funds, \$3,000*  
*RVMPO Dues, \$1,500*  
*In-Kind Match, \$343*

Maintenance of the 2018-21 TIP is the main element in this task. Also, staff will develop and publish the Annual Listing of Obligated Projects that meets FAST Act requirements for all metropolitan planning organizations to report annually on funds obligated by FHWA and FTA. The purpose is to further transparency of the federal government's role in transportation. RVMPO coordinates with member jurisdictions and state and federal agencies to keep the program current and develop the annual obligations report. TIP amendments generally are initiated by sponsoring agencies. Amendments are reviewed by the public and the TAC and PAC. The advisory committees forward recommendations to the Policy Committee, which is responsible for approving the TIP and any changes to it (beyond minor, "administrative modifications," which RVMPO manager is authorized to make under 23 CFR 450 to address project changes such as phase costs and minor shifts in fund sources). All amendments are forwarded to the ODOT STIP coordinator. RVMPO coordinates the amendment process so member jurisdictions will be aware of the progress of projects. Example of instances that trigger the amendment process include re-scheduling CMAQ and STBG projects, Federal Transit Administration fund changes, and project costs or other scheduling changes.

In some instances, TIP amendments can trigger requirements for a new air quality conformity determination. Conformity activities will be determined through interagency consultation conducted by RVMPO (see Task 2.2: Air Quality Conformity for details). Consultation occurs on all full TIP amendments. Full amendments require a public hearing with 21-day public notice and Policy Committee approval.

Adoption of the 2018-2021 TIP is determined by ODOT's STIP cycle. Any necessary amendments to the 2042 RTP are addressed in Subtask 3.2.

*Deliverables:*

- Amended/Updated 2018-2021 TIP
- Annual Listing and Status of Federally-funded projects published on the RVMPO website

*Timeframe:*

- TIP and Amendments - Ongoing July – June
- Obligated Funds Report – December 2017

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT

**Subtask 2.2 Air Quality Conformity/SIP Implementation**

**Work Task Budget: \$11,145**

***FHWA MPO Planning Funds, \$8,000***

***ODOT Match for FHWA-PL funds, \$916***

***FTA 5303 Metropolitan Planning Funds, \$2,000***

***RVMPO Dues, \$0***

***In-Kind Match, \$229***

Air quality conformity determinations are a required component of the RTP and TIP and all amendments that expand vehicular capacity (non-exempt projects). The RVMPO will prepare air quality conformity determinations as needed to respond to plan and program amendments. The most recent air quality conformity determination was made in March 2017 for the 2017-2042 RTP and 2018-2021 TIP. This updates the prior RTP conformity on August of 2014. The RVMPO follows federal requirements for interagency air quality consultation and public involvement procedures outlined in the MPO's Public Participation Plan for RTP and TIP amendments, and Air Quality Conformity Determinations. Funds for this task reflect the additional amount of staff time required to coordinate with Sierra Research (RVMPO's MOVES modeling consultant) to develop data and run MOVES. Conformity training and practice as well as other air-quality-related training will occur under this task.

A PM<sub>10</sub> State Implementation Plan (SIP) is in place for the region, setting a regional emissions budget for on-road sources. A Carbon Monoxide SIP is in place in Medford, which sets a CO emissions budget for Medford on-road source emissions. The RVMPO will continue to coordinate with DEQ, ODOT, EPA, FTA and FHWA to maintain transportation conformity status, including any coordination and consultation necessary. RVCOG is coordinating with DEQ and EPA on developing a CO Limited Maintenance Plan (LMP) for the RVMPO<sup>2</sup>. The CO LMP was completed by ODEQ in June 2015 and a public hearing held in Medford on September 17, 2015. The Environmental Quality Commission (EQC) held a hearing on December 9, 2015 and submitted the SIP to EPA on December 11, 2015. EPA approved the adequacy determination in March 2016. Upon EPA's approval of the adequacy determination, the MPO will not be required to perform a regional emissions analysis to demonstrate conformity for CO. There really won't be much time savings in doing the PM<sub>10</sub> modeling only vs. both pollutants as was done for the last TIP and RTP update. The non-attainment seasons are slightly different for each pollutant (slightly shorter for CO). But all the other inputs are the same. Plus the consultant has to estimate fugitive dust emissions for PM<sub>10</sub> outside MOVES.

<sup>2</sup> Per 40 CFR 93.109(e), the RVMPO will not be required to perform a CO regional emissions analysis when EPA approves the CO LMP (March 2016).

There could be some savings with the consultant's work for the Medford PM<sub>10</sub> conformity analysis, if staff could take more responsibility for assembling the AQCD document, with the consultant just delivering emission tables and a technical methodology section. One other idea is that the consultant could require that travel model outputs be delivered in exactly the same format/structure as last time. That could reduce some of the consultant's pre-processing efforts.

As a related air quality issue, but not currently part of RVMPO's conformity process, RVMPO will continue monitoring and coordinating on ozone and PM<sub>2.5</sub> standards. EPA could announce new and possibly more stringent standards for ozone. The RVMPO area could exceed new standards, which would add to requirements for transportation conformity.

**a) TIP / RTP Conformity Document**

*Deliverables:* Air Quality Conformity Determination documents as necessary.

*Timeframe:* July through June, as needed

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT, and DEQ

**b) Interagency Consultation**

*Deliverables:* Coordination with DEQ, ODOT, EPA, FHWA and FTA on conformity issues; Conformity consultation, training, reporting.

*Timeframe:* July - June as needed

*Lead Agency:* RVCOG; *Supporting Agencies:* ODOT, USDOT, EPA and DEQ

**c) Staff Training**

*Deliverables:* Staff trained to assist in running MOVES for conformity documents; maintain currency on conformity-related matters

*Timeframe:* July – June

*Lead Agency:* RVCOG

**Subtask 2.3 Local Jurisdiction Technical Assistance (state Transportation System Plan/Other)**

**Work Task Budget: \$10,030**

***FHWA MPO Planning Funds, \$7,000***

***ODOT Match for FHWA-PL funds, \$801***

***FTA 5303 Metropolitan Planning Funds, \$2,000***

***In-Kind Match, \$229***

RVMPO staff will give technical assistance to member jurisdictions as requested by supplying data, participating in committees, and helping the agencies in their efforts to be consistent with the RTP.

The objective under this element is to ensure consistency between the RTP and local plans such as TSPs, and to maximize the efficiency of the transportation system by helping communities integrate transportation and land use planning principles. Duplication of effort can also be minimized through communication and coordination provided in this task. Below is the status of MPO jurisdiction TSP's.

- Ashland – Adopted update in 2012
- Talent – Adopted update in August 2015

- Phoenix – Adopted in 2001. Adopted October 2016
- Jacksonville – Adopted update in 2009
- Medford – Adopted in 2003. Update in progress. Estimated completion early 2018
- Central Point – Adopted update in 2008
- Eagle Point – Adopted update in 2010
- Jackson County Adopted update in 2017

RVMPO staff participates on local TSP technical advisory committees to ensure that the work is coordinated and consistent with the RTP.

*Deliverables:* Provision of technical assistance, as needed/requested.

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions

**Subtask 2.4 *Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) Program Funds Management***

***Work Task Budget: \$17,755***

***FHWA MPO Planning Funds, \$10,000***

***ODOT Match for FHWA-PL funds, \$1,145***

***FTA 5303 Metropolitan Planning Funds, \$5,000***

***RVMPO Dues \$1,038***

***In-Kind Match, \$572***

Subtask consists of maintaining regular accounting of fund balances, staying current on fund rules and eligibility, participating statewide in allocation of funds.

The TAC will determine if changes to the project selection criteria and application materials is necessary as part of the next discretionary funding project selection process. Staff will facilitate the process.

Also, funds programmed in the current TIP will be monitored. RVMPO coordinates with ODOT to track fund balances. Subsequent changes to projects through FY2021 will need to be tracked to maintain fund balances to ensure that funds are programmed appropriately. Administrative duties will be performed as needed. FAST Act could also bring changes to these funds that will have to be addressed. The RVMPO will continue to work with ODOT to ensure CMAQ project eligibility and also ensure the completion of USDOT CMAQ annual reports which require a description of the qualitative and quantitative benefits of CMAQ projects.

*Deliverables:*

- Administration of STBG and CMAQ funds.
- Updating criteria, evaluation matrices, applications and support documents for allocation of future STBG and CMAQ funds.

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT

**Task 3.0 Long Range Planning****Budget:** \$59,822

**Funding Source:** FHWA MPO Planning Funds, \$21,500  
 ODOT Match for FHWA-PL funds, \$2,461  
 FTA 5303 Metropolitan Planning Funds, \$18,500  
 RVMPO Dues, \$3,244  
 In-Kind Match, \$2,117  
 ODOT Region 3 Funds, \$12,000

**Description:** The RVMPO is committed to maintaining and updating the RTP to conform to federal transportation planning requirements as set forth in the FAST Act, the Oregon Transportation Plan, Oregon Highway Plan, and other statewide modal plans, and the Oregon Transportation Planning Rule for urbanized metropolitan planning organizations. Additionally, RVMPO will continue participating in committees, conducting research and other work to be ready to comply with anticipated state and/or federal requirements for long-range performance measures and greenhouse gas emission reductions.

Note: ODOT Region 3 funds are being utilized to complete the Alternatives Analysis – this is a carry-over from the previous year's efforts

**Objective:** *To complete the work necessary to maintain the 2017-2042 RTP.*

Agencies to Coordinate: RVMPO member jurisdictions, ODOT, DEQ, DLCD, and USDOT

**Subtask 3.1** *Intelligent Transportation System Operations & Implementation Plan Coordination*  
**Work Task Budget: \$12,509**  
 FHWA MPO Planning Funds, \$4,000  
 ODOT Match for FHWA-PL funds, \$458  
 FTA 5303 Metropolitan Planning Funds, \$7,000  
 RVMPO Dues, \$250  
 In-Kind Match, \$801

The update to the 2016 Rogue Valley ITS Plan was adopted in May 2017. This task for FY 2018 will focus on working with ODOT, the consultant team, MPO staff, Project Advisory Committee (PAC) and stakeholders to maintain the plan.

*Deliverables:*

- Up-to-Date RVITS plan and architecture as needed

*Timeframe:* Ongoing July to June

*Lead Agency:* RVMCOG; *Supporting Agencies:* Member jurisdictions, ODOT, FHWA

**Subtask 3.2** *2017 – 2042 RTP Implementation/Safety, Regional Problem Solving Integration*  
**Work Task Budget: \$18,774**  
 FHWA MPO Planning Funds, \$7,500

**ODOT Match for FHWA-PL funds, \$858**  
**FTA 5303 Metropolitan Planning Funds, \$8,000**  
**MPO Dues, \$1,500**  
**In-Kind Match, \$916**

The Regional Transportation Plan (RTP) for the Rogue Valley Metropolitan Planning Organization was adopted effective April 26, 2013 (date of USDOT RTP conformity determination). This task will implement and maintain the plan. The updated RTP introduces performance indicators, which will require additional elaboration consistent with any new FAST Act requirements, as well as development of measurement matrices, all of which would be addressed here. Continuation of other long-range planning, including the RVMPO's Safety Profile (crash analyses) and integration of MPO planning with the Regional Problem Solving plan (the region's future Urban Reserve growth areas) would occur here. Safety planning was initiated in FY2014 with publication of a Safety Profile. RVMPO will work with jurisdictions to continue the effort with additional data and analysis. The availability of crash data relevant to the region will support other planning, particularly the project selection process identified in Task 2.4. The main priorities for 2018 will be both roadway and transit safety work. The safety data will be used to prioritize CMAQ and STBG funded projects within the MPO.

RVMPO will continue participating with jurisdictions in the implementation of the RPS plan. The plan requires development of master plans for future urban areas. Those plans must include transportation, and RVMPO will continue to contribute in this planning.

*Deliverables and Timeframe:*

- Amended 2042 RTP, as needed, July-June
- Update Safety Profile with another crash analysis
- Develop a scope of work to integrate transit safety into the RTP/RPS Integration, as needed, July-June

**Subtask 3.3 Maintain 2017-2042 RTP**  
**Work Task Budget: \$28,539**  
**FHWA MPO Planning Funds, \$10,000**  
**ODOT Match for FHWA-PL funds, \$1,145**  
**ODOT Region 3 Planning Funds, \$12,000**  
**FTA 5303 Metropolitan Planning Funds, \$3,500**  
**RVMPO Dues, \$1,494**  
**In-Kind Match, \$400**

The RVMPO RTP is updated every four years. The 2017-2042 RTP update was adopted March 26, 2017 the same month. This task is to maintain the 2017-2042 RTP on an "as needed" basis. This sub-task also includes finalizing the Alternative Measures Analysis which is carried-over from the previous UPWP.

*Deliverables and Timeframe:*

- RTP Maintenance

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT, USEPA, ODEQ

## 4.0 Data Collection/Analysis

**Budget:** \$34,573

**Funding Source:** FHWA MPO Planning Funds, \$13,500  
 ODOT Match for FHWA-PL funds, \$1,545  
 FTA 5303 Metropolitan Planning Funds, \$9,832  
 RVMPO Dues, \$8,571  
 In-Kind Match, \$1,125

**Description:** This work task involves the collection and analysis of data in support of all regional transportation planning studies and associated planning undertaken by RVMPO. It includes support for RVMPO's ongoing collaboration with ODOT Transportation Planning and Analysis Unit on the regional travel demand model and development of new planning tools, such as scenario planning software.

**Objective:** *Data collected will be used to identify relationships among social, economic, development and transportation system factors that affect traveler decisions, and the travel patterns that result. Data collection and analysis can also be helpful in determining identifying and addressing Title VI and Environmental Justice considerations as well as contribute to other planning efforts.*

**Agencies to Coordinate:** RVMPO and funding agencies, ODOT, DEQ, DLCD, and USDOT.

**Subtask 4.1** *Research and Analysis Program; Travel Demand Model Support & Development*  
**Work Task Budget: \$19,639**  
 FHWA MPO Planning Funds, \$8,500  
 ODOT Match for FHWA-PL funds, \$973  
 FTA 5303 Metropolitan Planning Funds, \$5,332  
 RVMPO Dues, \$4,224  
 In-Kind Match, \$610

This task continues work to strengthen analysis capacity within the RVMPO. It will address improvements to the region's travel demand model, using new statewide household activity survey and U.S. Census data, and related needs. This work implements goals identified in a Policy Committee visioning process conducted in FY 2010.

ODOT Transportation Planning and Analysis Unit (TPAU) provides the RVMPO with support for travel demand modeling. TPAU originally built and now runs the model. Land use updates were made in 2012 and the model was recalibrated to 2010 census, the RVTD on-board transit survey, and the Oregon Household Activity Survey for the 2042 RTP update.

Activity Based Model (ABM) development – over the next 2 years a new generation travel demand model will be under development. The new development will be under the Activity Based Model platform as opposed to the trip-based modeling platform that has been used in Oregon in the past. The ABM is anticipated to allow for a better representation of non-auto modes as well as a better representation of pricing (ex. parking / VMT tax) and technology options (ex. Telecommuting, vehicles on demand) and will therefore be better suited to help the MPO address the larger question set that is anticipated over the next several years and decades. The development and testing is being completed using the pre-developed and available design CT-RAMP, which stands for Coordinated Travel –



Regional Activity Modeling Platform. CT-RAMP has been initially deployed for testing in the MRMPO and RVMPO areas and will go further testing and calibration over the next 2 years. The ABM uses synthetic household data that would help with equity and transit issues in addition to more policy scenario evaluations for the regions.

Also in this task will be the continuing work to develop and maintain a traffic count data base in advance of re-calibration of the model. The cost to RVMPO to participate in a statewide data program was found to be prohibitive, but RVMPO will coordinate with TPAU and develop a plan for gathering, storing and working with the count data necessary to update the travel demand model. It's anticipated that such a data base would be useful to member jurisdictions and even the general public wanting to gain an understanding of traffic flow in the region. The RVMPO is interested in coordinating with ODOT, FHWA and the Oregon MPOs to develop a statewide traffic count database. Interest in this concept could be initiated through discussions at the Oregon MPO/Transit District quarterly meetings.

GIS activities are addressed here as well. RVMPO GIS is an important resource tool for planning as well as being critical to complying with visualization requirements in public participation. Maps and data need to be updated periodically with new information to better inform the public about the attributes of the regional transportation system and factors affecting its performance. During FY2018, the RVMPO will update project maps and databases to be consistent with current GIS information. Funding includes software license purchases for RVMPO staff, and management and storage of GIS files.

*Deliverables:* Technical memos, data and information for RVMPO and jurisdiction projects, outreach, consultation with RVMPO committees, ODOT TPAU, Oregon Model Steering Committee, Oregon MPOs, Oregon Household Activity Survey, USDOT, EPA.

- Travel Demand Model Maintenance and Support (assisting and coordinating with TPAU on all tasks including:
  - Updates to area travel model
  - Model Validation reports
  - Updates to model documentation
  - Project and policy analyses modeling
  - Travel forecasts for air quality analyses
  - Traffic volume and level-of-service maps as requested
  - Other model outputs as requested, including percent change in VMT, VHT, mode-split, ridership numbers
  - Staff and equipment needed to complete projects in a timely manner
  - Staff training, consultation, coordination with TPAU
  - Base year and future year scenario land use updates (household, population and employment), and supportive land use place type mapping
  - Regional Transportation Plan update
  - Local jurisdictional Transportation System Plan
- Oregon Household Activity Survey
  - Coordination on application of survey data
  - Explore use of data to inform other planning efforts
  - Collate and disseminate survey results
- Traffic Count Program

- Identification of traffic count needs for 2017 RTP update and develop plan to obtain them (including coordination with member jurisdictions on data availability, formats and timelines).
  - Review available traffic count database software.
  - Develop draft budget for in-house traffic count program.
  - Coordination with Oregon MPOs on a statewide traffic count database.
- Coordination and planning for Oregon greenhouse gas reduction requirements.
  - RVMPO GIS
    - Updated RVMPO GIS data and maps
    - GIS data management, file storage
    - GIS user licenses

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, TPAU

**Subtask 4.2** *Data Collection/Analysis for Addressing Title VI/Environmental Justice in the Long-range Planning Process*

**Work Task Budget: \$14,934**

***FHWA MPO Planning Funds, \$5,000***

***ODOT Match for FHWA-PL funds, \$572***

***FTA 5303 Metropolitan Planning Funds, \$4,500***

***RVMPO Dues, \$4,347***

***In-Kind Match, \$515***

This task implements RVMPO Public Participation Plan, updated in May 2014, and the Environmental Justice and Title VI Plan, updated in August 2014, to maintain compliance with Title VI and Environmental Justice considerations. Information contained in the plan and 2016 Study about locations and concentrations of target populations and identified transportation needs has become a reference for RVMPO project funding decisions. In evaluating project applications, RVMPO considers impacts on EJ populations as identified in the Plan and the 2016 Study. Therefore it is important for the plan to contain up to date information. For FY2018, this task will maintain and update, as necessary, the Public Participation Plan and Title VI/EJ Plan.

This task also includes the cost of the Title VI officer, environmental justice reporting and plan-approval requirements, and Civil Rights complaint process as required by state and federal law. Task provides for continuing education of Title VI officer in legal requirements, strategies and best practices relative to maintaining compliance with state and federal laws and guidance. Outreach and planning relating to locations of protected populations will be coordinated through the Title VI officer.

*Deliverables:*

- RVMPO Title VI/EJ report
- Maintain Title VI officer position, and
- Maintain GIS maps of distribution of minority and low-income populations.

*Timeframe:* Ongoing July - June

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, TPAU, ODOT, FHWA

## 5.0 Transit Coordination

**Budget:** \$65,753

**Funding Source:** *FHWA MPO Planning Funds, \$34,000*  
*ODOT Match for FHWA-PL funds, \$3,892*  
*FTA 5303 Metropolitan Planning Funds, \$25,000*  
*In-Kind Match, \$2,861*

**Description:** This task involves coordination with RVTD on the update of their Transit Master Plan. The Transit Master Plan will look at current and future needs (based on socio-economic data and projections from sources such as the RVMPO’s Travel Demand Model and population data from Portland State University), the spectrum of services available and needed, and utilize the plan to implement new services and policies to address the anticipated needs.

*Deliverables:*

- Technical Memorandum #2 – Review of Local and State Policies, Rules and Regulations
- Assist with distribution and collection of survey and survey responses
- Technical Memorandum #10 – Local TSP and Code Recommendations
- Other tasks identified in the Scope of Work

*Timeframe:* Completion by December 2018

*Lead Agency:* RVTD

Additional Funding provided to RVTD for this study:

TGM Planning Grant	ODOT Reg - 3 SPR Funds	ODOT RPTD STF
\$143,000	\$100,000	\$60,000

**Figure 3: Summary RVMPO 2018 Budget – Transportation Planning Funds by Source & Activity**

RVMPO FY 2018 UPWP BUDGET							
Transportation Planning Funds by Source and Activity							
	FHWA MPO Planning Funds (1)	State Match (1)	FTA 5303 (2)	In-Kind Match (2)	MPO Dues (3)	Region 3 Planning Funds (4)	Total Budget (5)
<b>Work Tasks</b>							
<b>1. Program Management</b>							
1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.	\$130,000	\$14,879.1	\$16,050	\$1,837.0	\$12,500	\$0	\$175,266
1.2 UPWP Development & UPWP Progress	\$12,000	\$1,373.5	\$3,000	\$343.4	\$250	\$0	\$16,967
1.3 Public Education and Involvement Program	\$10,000	\$1,144.5	\$1,000	\$114.5	\$250	\$0	\$12,509
1.4 Interagency & Jurisdictional Coordination	\$14,230	\$1,628.7	\$3,000	\$343.4	\$750	\$0	\$19,952
1.5 Grant Writing	\$2,000	\$228.9	\$0	\$0.0	\$0	\$0	\$2,229
Totals	\$168,230	\$19,255	\$23,050	\$2,638	\$13,750	\$0	\$226,923
<b>2. Short Range Planning</b>							
2.1 TIP Activities	\$14,000	\$1,602.4	\$3,000	\$343.4	\$1,500	\$0	\$20,446
2.2 Air Quality Conformity	\$8,000	\$915.6	\$2,000	\$228.9	\$0	\$0	\$11,145
2.3 Local Jurisdiction Technical Assistance	\$7,000	\$801.2	\$2,000	\$228.9	\$0	\$0	\$10,030
2.4 STBG & CMAQ Project Funds Management	\$10,000	\$1,144.5	\$5,000	\$572.3	\$1,038	\$0	\$17,755
Totals	\$39,000	\$4,464	\$12,000	\$1,373	\$2,538	\$0	\$59,375
<b>3. Long Range Planning</b>							
3.1 ITS Operations & Implementation Plan Coordination	\$4,000	\$457.8	\$7,000	\$801.2	\$250	\$0	\$12,509
3.2 RTP Implementation/Safety, Regional Problem Solving Integration	\$7,500	\$858.4	\$8,000	\$915.6	\$1,500	\$0	\$18,774
3.3 2017 - 2042 RTP Maintenance	\$10,000	\$1,144.5	\$3,500	\$400.6	\$1,494	\$12,000	\$28,539
Totals	\$21,500	\$2,461	\$18,500	\$2,117	\$3,244	\$12,000	\$59,822
<b>4. Data Development</b>							
4.1 Research & Analysis Program	\$8,500	\$972.9	\$5,332	\$610.3	\$4,224	\$0	\$19,639
4.2 Data collection/analysis for Title VI & EJ	\$5,000	\$572.3	\$4,500	\$515.0	\$4,347	\$0	\$14,934
Totals	\$13,500	\$1,545	\$9,832	\$1,125	\$8,571	\$0	\$34,573
<b>5. Transit</b>							
5.1 Transit Master Plan	\$34,000	\$3,891.5	\$25,000	\$2,861.4	\$0	\$0	\$65,753
Totals	\$34,000	\$3,891	\$25,000	\$2,861	\$0	\$0	\$65,753
<b>Totals</b>	<b>\$276,230</b>	<b>\$31,616</b>	<b>\$88,382</b>	<b>\$10,116</b>	<b>\$28,103</b>	<b>\$12,000</b>	<b>\$446,446</b>

(1) FHWA MPO Planning funds are allocated to the RVMPO by formula and consist of 89.73% federal funds and 10.27% state match. Federal Share: \$276,230; Oregon Match: \$31,616, for a Total of \$307,846 for FY 2018.

(2) FTA Section 5303 funds are provided for metropolitan planning activities. Total 2018 allocation consists of 89.73% federal (\$88,382) and a required 10.27% local share (\$10,116) provided by RVMPO member in-kind contributions (meetings & technical document reviews).

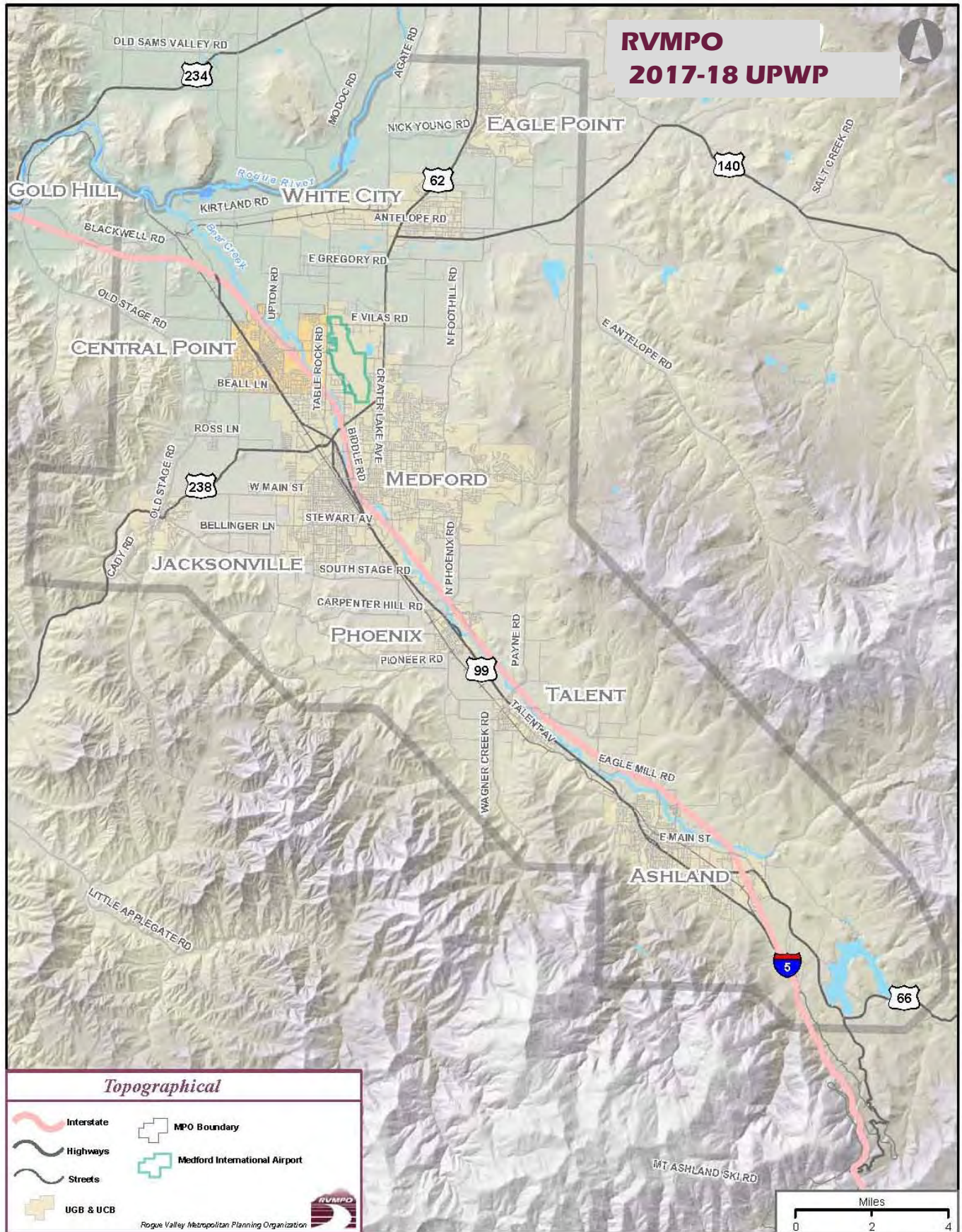
(3) MPO annual dues are paid by MPO member jurisdictions: Ashland, Talent, Jacksonville, Eagle Point, Medford, Central Point, Phoenix, Jackson County.

4) ODOT Region 3 Planning funds

5) RVCOG acting on behalf of the the RVMPO will apply for and otherwise obtain these funds. RVCOG will carry out the tasks described in this UPWP.

**Note: The revenues contained in the UPWP represent the best estimates of expected funding and planning priorities at this time. These priorities and funding levels may change over time. Actual ODOT funding commitments are finalized through specific IGAs. The identified dollar amounts may include subcontracted activities.**

Exhibit A: RVMPO Transportation Planning Area



RESOLUTION NO. 82-1-MPO

A RESOLUTION relating to the designation of the ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG), by the Governor of the State of Oregon, as the METROPOLITAN PLANNING ORGANIZATION (MPO) for the Greater Medford urbanized area.

WHEREAS, the Greater Medford urbanized area has been designated, on the basis of the 1980 Census, a Metropolitan Statistical Area; and

WHEREAS, multi-jurisdictional transportation planning within the urbanized area will involve, at least, the City of Medford, the City of Central Point, Jackson County, Rogue Valley Transportation District, and the State of Oregon; and

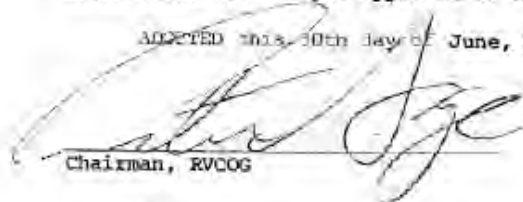
WHEREAS, the ROGUE VALLEY COUNCIL OF GOVERNMENTS is the appropriate agency to coordinate and perform areawide planning functions within the urbanized area;

NOW, THEREFORE, BE IT RESOLVED BY THE ROGUE VALLEY COUNCIL OF GOVERNMENTS:

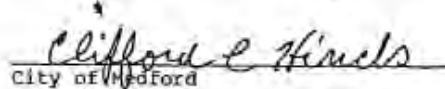
That it is willing to assume the role and responsibilities of a Metropolitan Planning Organization (MPO) for the Greater Medford urbanized area, as designated by the Governor, PROVIDED that the financial resources needed to carry out such a role and responsibilities are available and contributed by all parties involved, as appropriate, and

That the Executive Director of RVCOG be authorized to execute the necessary contracts and memorandums of understanding with the State upon completion of legal reviews, and upon approval of the Council.

ADOPTED this 30th day of June, 1982.

  
Chairman, RVCOG

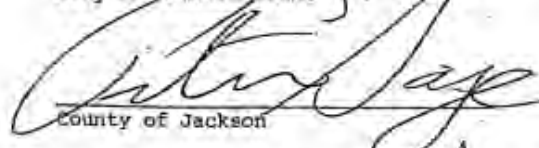
ATTEST:

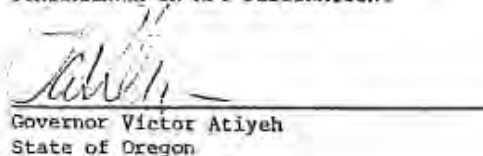
  
Clifford E. Hinds  
City of Medford

  
Donald O. Bonland  
Executive Director, RVCOG (Acting)

  
Paul Holding  
City of Central Point

CONCURRENCE IN MPO DESIGNATION:

  
County of Jackson

  
Governor Victor Atiyeh  
State of Oregon

  
David B. Arvasmit  
Rogue Valley Transportation Dist.

7-27-82

**Exhibit C****450.334****METROPOLITAN TRANSPORTATION PLANNING  
SELF-CERTIFICATION****For the****ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION****Fiscal Year 2016****1. Rogue Valley Metropolitan Planning Organization (RVMPO)***(Ref: 23 USC 134(b) and 23 CFR 450.310)*

The Rogue Valley Council of Governments (RVCOG) is designated as the MPO for the Medford Urbanized Area. The MPO designation was made by Oregon Governor Vic Atiyeh on July 26, 1982. Participating agencies in the transportation planning process are: RVCOG, Jackson County, City of Ashland, City of Talent, City of Jacksonville, City of Eagle Point, City of Medford, City of Phoenix, City of Central Point, Rogue Valley Transportation District (RVTD), and the Oregon Department of Transportation (ODOT). An elected or appointed official from each of the local agencies, and an official from ODOT and RVTD, comprise the MPO Policy Committee which sets policy for the transportation planning program in the urbanized area. Technical advice to the planning process is provided by the staffs of the various participating local and state agencies through a Technical Advisory Committee (TAC).

**2. Geographic Scope** *(Ref: 23 USC 134(c) and 23 CFR 450.312)*

Governor Kulongoski approved the updated RVMPO Planning Area Boundary on November 20, 2003. The planning area boundary includes all lands within the urban growth boundaries of the cities of Ashland, Talent, Jacksonville, Eagle Point, Medford, Central Point and Phoenix as well as the White City Urban Containment Area and some rural county lands outside of these boundaries. The boundary is consistent with and includes entirely the 2010 US Census boundary for the Medford urbanized area. (See map on page 31)

**3. Agreements** *(Ref: 23 USC 134(d) and 23 CFR 450.314)*

A. Agreements in force among the participating agencies relative to the transportation planning process include:

1. Resolution No. 82-1-MPO adopted June 30, 1982, designating the Rogue Valley Council of Governments as the appropriate local agency to assume MPO responsibilities.
2. RVCOG Charter Agreement that prescribes the voting authority on MPO policies and activities being held exclusively by participating MPO agencies.
3. Intergovernmental Agreement describing basic roles and responsibilities among RVMPO, ODOT and RVTD for regional transportation planning within the RVMPO area and establishing a process for identifying roles and responsibilities in future planning projects, June 2008.
4. Intergovernmental Agreement for the development of financial plans in the

Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, identifying each organization's responsibilities for cooperation, June 2010.

B. Agreements between the State and RVMPO include:

1. The July 26, 1982, concurrence letter from the Governor on designation of the Rogue Valley Council of Governments as the MPO;
2. Annual planning funds agreements between the ODOT and RVCOG;

C. Agreements between the MPO and other entities include:

1. A planning agreement between the RVMPO and the Rogue Valley Transportation District (RVTD) describing responsibility and roles for the regional transportation planning process. Executed April 27, 1999.

4. **Responsibilities, Cooperation, & Coordination** (Ref: 23 CFR 450.306)

1. Cooperative Metropolitan Planning Process

The RVMPO works in cooperation with the State and RVTD to carry out the metropolitan planning process. This cooperative process includes State and RVTD participation in the decision-making processes of RVMPO TAC and Policy Committee. ODOT, DLCD and DEQ designate staff to serve on the TAC. Each state agency designee is a voting member. ODOT is a voting member on the Policy Committee. In addition, ODOT stations a senior transportation planner in the RVMPO offices to serve as liaison and to provide technical assistance.

The metropolitan planning process includes:

1. Development and maintenance of the Regional Transportation Plan (RTP)
2. Development and Maintenance of a Transportation Improvement Program (TIP)
3. Performance of regional air quality conformity analyses for carbon monoxide (CO) and particulate matter (PM<sub>10</sub>)
4. Review of specific transportation and development proposals for consistency with the RTP
5. Coordination of transportation decisions among local jurisdictions, state agencies, and RVTD
6. Development of an annual work plan.

5. **Metropolitan Transportation Planning Products**

A. Unified Planning Work Program (UPWP) (Ref: 23CFR 450.308)

A draft UPWP for 2015 - 2016 has been reviewed by ODOT and USDOT (FHWA and FTA). Final Draft is posted on the web, with copies distributed to RVMPO committee members and offices. It is reviewed by the public and RVMPO advisory committees and a public hearing is held before adoption. The RVMPO is committed to the continuation of a UPWP on an annual basis.



The UPWP provides a complete description of transportation related activities anticipated during FY2017- 2018. A brief summary is included in the draft UPWP under Local Transportation Issues for Fiscal Year 2018. Major RVMPO activities for FY 2017-2018 include:

1. Developing the 2018-2021 Metropolitan Transportation Improvement Program
2. Updating the Public Participation Plan
3. Updating the Title VI/EJ Plan
4. Working on the 2042 Regional Transportation Plan
5. Updating the RVMPO Safety Profile
6. Soliciting CMAQ and STP funded projects
7. Working with ODOT & FHWA on MPO performance measures
8. Begin 2015 Alternative Measures benchmark analysis
9. Integrated Land Use and Transportation Planning
10. Data collection/analysis for addressing future travel demand, transit demand, land use and Title VI/Environmental Justice.
11. Maintain Intelligent Transportation Systems (ITS) Operations and Implementation Plan Coordination
12. Jurisdiction planning assistance
13. RVACT coordination

B. *Regional Transportation Plan (RTP) (Ref: 23 USC 134(g) and 23 CFR 450.322)*  
The MPO Policy Committee adopted the 2013 – 2038 RTP in March 2013. USDOT issued an air quality conformity determination on April 26, 2013. The RTP is compliant with state and federal transportation planning requirements.

C. *Transportation Improvement Program (TIP) (Ref: 23 USC 134(h) and 23 CFR 450.324)*  
The MPO Policy Committee adopted the 2012-2015 Transportation Improvement Program (TIP) and Air Quality Conformity Determination March 26, 2013; USDOT issued an air quality conformity determination April 26, 2013.

**6. FAST Act Planning Factors (Ref: 23 USC 134(F) and 23 CFR 450.306(a))**

The RVMPO planning process addresses the eight planning factors established in SAFETEA-LU and carried forward in the current FAST Act through its projects and policies. Subsequent USDOT rulemaking to implement The FAST Act will be addressed through this work program.

The following is a description of the planning factors, and a brief explanation of how they are addressed in the RTP.

1. ***Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;***

The RVMPO transportation program and its deliverables support the economic vitality of the region by planning for a balanced transportation system that supports the economy of the Rogue Valley urbanized area and provides for the movement of goods and services into, out of, and through the area. A goal of the RVMPO is to plan a

transportation system that effectively meets the current and project employment needs of the area.

**2. *Increase the safety of the transportation system for motorized and non-motorized users;***

The RVMPO RTP contains goals, policies and projects to improve safety. Also, the RVMPO addresses safety through the project selection process, in which safety became specific project evaluation criteria in FY2012. Though this step, RVMPO considers the relative safety needs of projects seeking RVMPO discretionary funds. RVMPO is strengthening the safety connection through developing of the Safety Profile compilation of crash data in the region. The RVMPO is working with the ODOT Traffic Safety Division on analysis of accidents in the RVMPO area. Additionally, all jurisdictions have safety programs. Safety concerns are addressed for all bicycle and pedestrian projects. Transit safety is being addressed by the addition of shelters, lights and uniform light standards. Expansion of transit service into the evening hours, funded by RVMPO in FY2012, is providing safe transport on week nights. RVMPO cities focus on implementing school sidewalk construction programs that improve the safety of children that walk to school.

**3. *Increase the security of the transportation system for motorized and non-motorized users;***

The RVMPO addresses security in the RTP. RVMPO has participated in emergency management planning with all member jurisdictions and continues to do so through the Rogue Valley Intelligent Transportation System (RVITS) planning.

**4. *Increase the accessibility and mobility options available to people and for freight;***

Freight issues are addressed in the RVMPO Freight Study. The street improvement list included in the RTP identifies projects that will benefit the movement of freight. Benefit to freight movement is considered in awarding discretionary funds in the TIP.

The RTP supports development of integrated bicycle and pedestrian networks to make it more convenient for people to bike and walk. The RVMPO agreed to dedicate 50% of its STP funds, over the next 20 years, to help RVTD increase transit service within the MPO area. The RVMPO adopted Alternative Measures, to comply with the Oregon Transportation Planning Rule (TPR), which commits the RVMPO member jurisdictions to increasing the sidewalks and bike lanes over the next 20 years.

**5. *Protect and enhance the environment, promote energy conservation, and improve quality of life;***

The transportation planning process of the RVMPO includes minimizing adverse impacts to the environment. All regional projects must meet air quality standards. Planning for a multi-modal transportation system helps promote energy conservation and improves the quality of life in the area.

RVTD's TDM programs help to reduce vehicle trips, which in turn, helps to improve air quality by reducing vehicle emissions. A multi-modal transportation system helps to improve the region's quality of life by providing area residents with transportation choices that consume less energy and reduce pollution.

It is anticipated that work initiated in Oregon to reduce greenhouse gas emissions from all sectors including transportation (the Oregon Sustainable Transportation Initiative, focusing on MPO areas) will bring greater efficiencies in land use and transportation services, reducing energy consumption and improving general air quality. RVMPO participated in a Strategic Assessment in FY 2015.

**6. *Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;***

Integration and connectivity of the various modes is provided through the park-and-ride lots, pedestrian access to transit, connectivity among modes (such as bikes on buses), and freight transfer facilities.

The RVMPO is working with the Oregon Modeling Steering Committee to explore ways to improve the regional travel demand model to more accurately project the benefits of mixed-use pedestrian friendly developments, bicycling and transit usage. This will help the RVMPO project the benefits of mixed-use, pedestrian friendly development in terms of reducing reliance on the automobile.

**7. *Promote efficient system management and operations;***

Medford has signal timing plans for many of the major corridors in the city, which RVMPO has support through awards of CMAQ grants. The RVMPO developed and maintains an Intelligent Transportation Systems (ITS) Plan that identifies projects to increase safety and efficiency in the area. Both the TIP and RTP include transportation system management projects to improve traffic flow and enhance safety.

The RTP promotes a multi-modal transportation system. This approach helps to maximize the transportation investment by providing options to travelers, which enhances access to areas through other modes of transportation. This reduces the demand on the highway system, which increases roadway capacity and reduces maintenance costs.

**8. *Emphasize the preservation of the existing transportation system.***

The RTP contains goals and policies that put a high priority on maintaining and enhancing the existing system. Further, RVMPO project selection processes favor projects that can show they will help preserve the existing transportation system.

**9. *Improve transportation system resiliency and reliability***

The RTP emphasizes multi-modal transportation safety and security measures that offer several mitigation strategies to bring the transportation system back to levels of operation depending upon the degree of damage done to the system.

**10. Reduce (or mitigate) the stormwater impacts of surface transportation**

RTP Chapter 10 – Environmental Considerations – describes several strategies to reduce and mitigate the stormwater impacts of transportation projects.

**11. Enhance travel and tourism.**

The RVMPO supports economic development efforts to enhance travel and tourism by supporting ITS projects that share real time weather and traffic information that can benefit travelers.

In addition, the RVMPO addresses the Planning Factors through its Livability and Economic Opportunities project selection criteria. The selection criteria are used to rank and prioritize regional projects. Regional projects included in the RVMPO Transportation Improvement Program (TIP) and State Transportation Improvement Program (STIP) must address seven regional goals and several evaluation criteria. All projects are evaluated on the extent to which they support the economy, increase safety, improve mobility and accessibility, protect the environment, promote energy conservation, improve the quality of life, enhance connectivity, promote efficient system management and operations, and emphasize the preservation of the existing transportation system.

**7. Public Involvement (Ref: 23 CFR 450.316)****a. MPO Public Involvement Process**

The RVMPO has a proactive public involvement process that includes providing a public comment period of at least 21 days in advance of proposed TIP amendments. The public is allotted time on RVMPO meeting agenda, and committee chairs encourage public input during discussions. RVMCOG coordinates with ODOT to facilitate meetings for the Rogue Valley Area Commission on Transportation (RVACT), an advisory committee to the Oregon Transportation Commission, which are advertised and open to the public.

All plans, draft and final reports and other work products and meetings identified in the UPWP are posted on the RVMPO website ([www.rvmppo.org](http://www.rvmppo.org))

**b. Last Update and Adoption**

The RVMPO Policy Committee adopted a SAFETEA-LU compliant Public Participation Plan on January 23, 2007. The Public Participation Plan was updated in FY2015, and adopted in May 2014. The plan provides for a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans.

The RVMPO published a Citizen's Guide to Transportation Planning in January 2001. The document was replaced with a series of information brochures in FY 2015 that provide an overview of the transportation planning process in order to improve resident awareness and promote resident involvement.

RVMPO offers a variety of opportunities for public involvement during the various phases of planning, including resident committees, public meetings,

public hearings, workshops and public information programs.

8. **Title VI** (Ref: Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C), 49 CFR Part 21, and Title VI assurance executed by the State of Oregon under 23 USC 324 and 29 USC 794)

1. **Title VI Requirements**

RVCOG adopted a formal Title VI complaint procedure in FY 2003. It was updated and incorporated into the RVMPO *Environmental Justice & Title VI Plan*, updated in August 2014.

In addition, the RVMPO regularly conducts analyses as well as outreach to address Title VI and Environmental Justice requirements as part to the Metropolitan Planning process.

9. **Disadvantaged Business Enterprise (DBE)** (Ref: Section 1101(b) of MAP-21 (Pub. L. 112-141) and 23 USC 104(a), 140(b)-(c), 504(e))

1. **DBE Program Requirements**

RVCOG has adopted a DBE policy and adopted by reference ODOT's DBE Program (RVCOG Resolution #99-6).

10. **Americans with Disabilities Act (ADA)** (Ref: Americans with Disabilities Act of 1990, Pub. L. 101-366, 104 Stat. 327, as amended, and 49 CFR 27, 37, and 38)

1. **ADA Program Requirements**

The Rogue Valley Transportation District came into full compliance with ADA in June 1996.

The RVMPO participates in ODOT's sidewalk ramp improvement program and all new sidewalks in the RVMPO are constructed to ADA standards. The RTP contains goals and policies that emphasize the importance of mobility for all users, which includes those with disabilities.

All RVMPO member jurisdictions and RVCOG (site of RVMPO meetings) provide handicapped-access to public buildings and offices and reserved on- and off-street parking spaces downtown and at other selected locations. Enforcement of handicapped parking is provided through city, county and state codes. Public transit service is available (within 2 blocks) for RVMPO committee meetings.

11. **Air Quality** (Ref: 40 CFR 93; OAR 340-252)

1. **Regional Air Quality Status**

The Rogue Valley has two air quality maintenance areas. The Medford Urban Growth Boundary was established as the boundary for carbon monoxide (CO) in 1978, and the Medford-Ashland Air Quality Maintenance Area (AQMA) was designated for particulate matter (PM<sub>10</sub>) in 1987. The CO Maintenance Plan was adopted by the Environmental Quality Commission, and approved by the

Environmental Protection Agency in 2002. The PM<sub>10</sub> Attainment and Maintenance Plan was approved by EPA in 2006. The RVMPO is coordinating with DEQ and EPA on a CO Limited Maintenance Plan anticipated to be approved in March 2016<sup>3</sup>.

Federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds are focused on transportation projects that will improve air quality, often by paving unpaved travel surfaces. Several CMAQ-funded projects are programmed in the 2015 TIP. These projects include paving projects in Central Point, Ashland, Medford and Jackson County, a diesel retrofit center for commercial trucks operated by a non-profit organization, sidewalks near several schools in the region, and expanded transit service. Recently, regional funding has enabled completion of diesel retrofit projects to reduce emissions from older model local-service trucks and school buses.

Other recent uses of CMAQ funding include:

1. Ashland sidewalk projects
2. Central Point arterial street urban upgrade
3. Eagle Point arterial street urban upgrade
4. Medford arterial street urban upgrades
5. Medford adaptive signal timing
6. Diesel bus replacement
7. Transit passenger information systems
8. Expanded transit service
9. Clean Air Campaign

Each of these projects helps the region continue to meet State and Federal air quality requirements.

## 2. Conformity status of RTP and TIP

The 2017– 2042 Regional Transportation Plan was adopted by the Policy Committee on March 28, 2017. The associated air quality conformity determination for both documents was adopted by the Policy Committee at the same time. USDOT issued a conformity determination on TBD.

---

<sup>3</sup> Per 40 CFR 93.109(e), the RVMPO will not be required to perform a CO regional emissions analysis when EPA approves the CO LMP (March 2016).

## Resolution 2016 - 2

### METROPOLITAN TRANSPORTATION PLANNING PROCESS SELF-CERTIFICATION

THE ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION FOR THE MEDFORD URBANIZED AREA HEREBY CERTIFIES THAT THE TRANSPORTATION PLANNING PROCESS IS ADDRESSING THE MAJOR ISSUES IN THE METROPOLITAN PLANNING AREA AND IS BEING CARRIED OUT IN ACCORDANCE WITH ALL APPLICABLE REQUIREMENTS INCLUDING:

1. 23 U.S.C 134, 49 U.S.C. 5303, and 23 CFR 450 (c);
2. Sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
5. Section 1101(b) of MAP-21 (Pub. L. 112-141) and 23 USC 104(a), 140(b)-(c), 504(e) regarding involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37 and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

**ADOPTED** by the Policy Committee of the Rogue Valley Metropolitan Planning Organization on the 25<sup>th</sup> day of April, 2017.

---

Michael G. Quilty  
RVMPO Policy Committee Chair

## **PART II -- RVCOG Transportation Functions**

### **Task 6 Support to ODOT Region 3**

**Total Budget: \$120,000**

**Funding Source: Region 3 Planning Funds (ODOT)**

The Rogue Valley Council of Governments provides staff support to ODOT for administrative support to the Rogue Valley Area Commission on Transportation (RVACT).

#### **Task 6.1 Rogue Valley Area Commission on Transportation (RVACT)-Support**

*Description:* RVACT was chartered by the Oregon Transportation Commission (OTC) in March of 1997 and is an advisory committee to the OTC and ODOT. It represents the Jackson and Josephine County geographic area. RVACT is comprised of elected officials and local residents. RVACT's mission is to:

1. Provide a forum for communicating, learning and understanding transportation issues as they effect the two counties' economic opportunities and livability;
2. Prioritize state transportation infrastructure and capital investments through the development of an implementation strategy that supports transportation plans related to the Rogue Valley Area; and
3. Advise the Oregon Transportation Commission on state and regional policies affecting the Area's transportation systems.

*Key tasks:* Coordination with Region 3 and District 8 ODOT staff in the Statewide Transportation Improvement Program (STIP), preparing monthly agenda materials, meeting notices and correspondence for RVACT meetings. Also, RVCOG staff assists in the preparation of Southern Oregon region Oregon Transportation Commission (OTC) meetings.

*Deliverables:* Agenda materials, information packets, public notices, technical reports and other documents as requested by ODOT.

*Timeframe:* Ongoing July-June (through 2021)

*Lead Agency:* RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT



## PART III—ODOT Planning Projects

The projects listed below will be worked by ODOT in FY2016. They are listed for informational purposes and to coordinate this work among ODOT, the RVMPO and RVTD. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

Project	Description	Total Budget (Estimate)	Funding	Project Start (Estimated)	Project Finish (Estimated)
I-5 Medford Viaduct Study	Project to analyze deficiencies and identify future improvements.	\$2,500,000	STBG and State Planning & Research (Federal)	July 2015	January 2019
OR-62@Vilas IAMP	Develop interchange plan and protection policies for future interchange	\$225,000	State Planning & Research (Federal)	July 2017	December 2019
I-5, Exit 30 IAMP	Develop interchange plan and protection policies for future interchange	\$300,000	State Planning & Research (Federal)	July 2017	December 2019
Exit 27 TDM (Transportation Options)	Develop TDM Measures to improve ramp operations at Exit 27.f	100,000	State Planning & Research (Federal)	July 2017	June 2018

\*IAMP: Interchange Area Management Plan

The Public can access information about these projects on ODOT's website:

<http://www.oregon.gov/ODOT/HWY/REGION3/pages/index.aspx>

The ODOT planning projects listed above will be coordinated with the RVMPO. MPO staff will serve on the various technical advisory committees to provide input in relationship to RTP goals and policies. The planning documents developed for these projects will be reviewed by MPO staff for consistency with the RTP.

## PART IV – RVTD Planning Projects

RVTD does not have planning projects scheduled for FY 2018. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

## Transportation Planning Acronyms

ACT:	Area Commission on Transportation.
ADA:	Americans with Disabilities Act.
ADT:	Average Daily Traffic.
AMPO	Association of Metropolitan Planning Organizations
AQMA:	Air Quality Maintenance Area.
CAAA:	Clean Air Act Amendments.
CIA	Citizen Involvement Areas
CMAQ:	Congestion Mitigation & Air Quality (federal funding program).
CO:	Carbon Monoxide.
DLCD:	Department of Land Conservation and Development
EPA:	Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FHWA:	Federal Highway Administration
FTA:	Federal Transit Administration
GIS:	Geographic Information Systems
IAMP	Interchange Area Management Plan
IGA	Intergovernmental Agreement
ITS:	Intelligent Transportation Systems.
LMP	Limited Maintenance Plan
LOS:	Level of Service, a range of operating conditions for each type of road facility.
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century, 2012 transportation act
MRMPO	Middle Rogue Metropolitan Planning Organization
MOU:	Memorandum of Understanding.
MPO:	Metropolitan Planning Organization, a planning body in an urbanized area over 50,000 population which has responsibility for developing transportation plans for that area.
TIP:	Metropolitan Transportation Improvement Program.
NAAQS:	National Ambient Air Quality Standards.
NHS:	National Highway System.
NTI:	National Transit Institute
OAR:	Oregon Administrative Rules.
ODEQ	Oregon Department of Environmental Quality
ODFW:	Oregon Department of Fish and Wildlife.
ODOT:	Oregon Department of Transportation.
OHAS:	Oregon Household Activity Survey
OHP	Oregon Highway Plan
ORS:	Oregon Revised Statutes.
OSTI:	Oregon Sustainable Transportation Initiative
OTC:	Oregon Transportation Commission, ODOT's governing body.
OTP:	Oregon Transportation Plan.
PL112:	Public Law 112, Federal Planning Funds.
PM <sub>10</sub> :	Particulate Matter of less than 10 Micrometers.
PM <sub>2.5</sub> :	Particulate Matter of less than 2.5 Micrometers.
PAC	Public Advisory Council
RPS:	Regional Problem-Solving – RVCOG study examining how to plan for double the current population.

RTP:	Regional Transportation Plan.
RVACT:	Rogue Valley Area Commission on Transportation.
RVCOG:	Rogue Valley Council of Governments.
RVITS:	Rogue Valley Intelligent Transportation System
RVTD:	Rogue Valley Transportation District.
SAFETEA-LU	Safe, Accountable, Flexible, Equitable, Transportation Efficiency Act – A Legacy for Users
SIP:	State Implementation Plan (refers to DEQ air quality plans).
SOV:	Single Occupancy Vehicle.
STA:	Special Transportation Area.
STIP:	Statewide Transportation Improvement Program.
STBG:	Surface Transportation Block Grant.
TAC:	Technical Advisory Committee.
TAZ:	Transportation Analysis Zones.
TCM:	Traffic Control Measures.
TDM:	Transportation Demand Management.
TIP:	Transportation Improvement Program.
TOD:	Transit Oriented Development.
TPAU:	Transportation Planning Analysis Unit.
TPR:	Transportation Planning Rule.
TSP:	Transportation System Plan.
UGB:	Urban Growth Boundary.
UPWP:	Unified Planning Work Program.
USDOT:	U.S. Department of Transportation (includes all modal agencies)
V/C:	Volume to Capacity
VMT:	Vehicle Miles Traveled