

# AGENDA

## Rogue Valley Metropolitan Planning Organization

### Policy Committee



**Date:** Tuesday, March 26, 2019

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

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

**Contact:** Rebecca Swanz, RVCOG: 541-423-1375  
RVMPO website: [www.rvmopo.org](http://www.rvmopo.org)

|  |  |                    |
|--|--|--------------------|
| 1  | Call to Order / Introductions / Review Agenda  | Mike Quilty, Chair |
| Consent Agenda                                 |  |                    |
| 2  | Review / Approve Minutes   | Chair              |
| Attachment                                     | #1   <a href="#">RVMPO Policy Committee Meeting Draft Minutes 190122</a>   |                    |
| PUBLIC HEARING                                 |  |                    |
| Chair will read the public hearing procedures: |  |                    |
| 3  | Amendments to the 2018–2021 RVMPO Transportation Improvement Program (TIP)   | Ryan MacLaren      |
| Background                                     | <p>The Policy Committee will hold a public hearing to review and consider adoption of amendments to the 2018–2021 Transportation Improvement Program (TIP) to include the following projects:</p> <p>A.) Washington Street Extension<br/>B.) OR140/OR238: Bridge &amp; Culvert Rail Upgrades<br/>C.) Region 3 ADA Scoping<br/>D.) Freeman Rd at Pine St. Intersection<br/>E.) OR-62: Corridor Solutions, Unit 2, Phase 4</p> <p>The 21-day public comment period and public hearing was advertised on February 5th and March 4<sup>th</sup> in the <i>Medford Mail Tribune</i> and information is currently available on the RVMPO website. The TAC recommended approval of the amendment to the Policy Committee at their February 13 and March 13, 2019 meeting.</p> |                    |
| Attachment                                     | #2   <a href="#">Memo: TIP Amendments</a>  |                    |
| Action Requested                               | Approve the 2018–2021 Transportation Improvement Program (TIP) Amendments.   |                    |

| Action Items     |  |                 |
|------------------|--|-----------------|
| 4                | Election of RVMPO Policy Committee Chair and Vice Chair  | Chair           |
| Background       | Per the Policy Committee’s Bylaws, "The officers of the committee shall be a chair and vice chair to be elected at the February meeting. The voting members of the committee shall nominate members for officer positions. Positions shall be filled by the person receiving a simple majority of the votes. The officers shall hold office for a period of one year, beginning at the close of the February meeting." |                 |
| Attachment       | #3   <a href="#">RVMPO Policy Committee Bylaws</a>   |                 |
| Action Requested | Elect a new Chair and Vice Chair per the Policy Committee Bylaws.  |                 |
| 5                | Review of Dues for FY 2019–2020  | Karl Welzenbach |
| Background       | The Policy Committee sets member dues annually as part of the adoption process for the Unified Planning Work Program (UPWP). Staff is seeking approval on proposed dues for FY2019–20. The TAC recommended approval of the proposed dues for next fiscal year.   |                 |
| Attachment       | #4   <a href="#">Memo from Staff regarding 2019–2020 RVMPO Dues</a>  |                 |
| Action Requested | Adoption of dues structure for FY 2019–2020  |                 |
| 6                | Review and Discussion of IGA between RVTD and RVMPO  | Karl Welzenbach |
| Background       | This issue was brought to the Policy Committee last month for discussion and adoption. After much discussion, the action was tabled for a month to provide the member local governments the opportunity to discuss this issue with their respective councils/commissions.  |                 |
| Attachment       | #5   <a href="#">Edited IGA including comments from the January Policy Committee Meeting</a>   |                 |
| Action Requested | Authorization for Chair to sign IGA with RVTD on behalf of the RVMPO   |                 |
| Discussion Items |  |                 |
| 7                | Public Comment   | Chair           |

| Discussion Items <i>continued...</i> |   |                 |
|--------------------------------------|---|-----------------|
| 8                                    | Unified Planning Work Program Draft Review  | Karl Welzenbach |
| Background                           | Every year the MPO is required to develop a Unified Planning Work Program (UPWP). This document identifies those planning efforts which the MPO intends to pursue in the upcoming fiscal year (July 1, 2019 – June 30, 2020). The draft document before you is the UPWP for the upcoming fiscal year. Staff is providing this to you and to the policy committee for review and comment. After review and comment from the state DOT and USDOT we will be bringing this back to you for adoption in April of this year. <b><u>Please Note:</u></b> This draft of the UPWP contains the full budget. |                 |
| Attachment                           | #6   <a href="#">Draft 2019–2020 UPWP</a>   |                 |
| Regular Updates                      |   |                 |
| 9                                    | RVMPO Planning Update   | Karl Welzenbach |
| 10                                   | <b>Other Business / Local Business</b><br>Opportunity for RVMPO member jurisdictions to talk about transportation planning projects.  | Chair           |
| 11                                   | Adjournment   | Chair           |

- The next RVMPO Policy Committee meeting will be **Tuesday, April 23, at 2:00 p.m.** in the Jefferson Conference Room, RVCOG, Central Point.
- The next RVMPO TAC meeting will be **Wednesday, April 10, at 1:30 p.m.** in the Jefferson Conference Room, RVCOG, Central Point.
- The next RVMPO PAC meeting is scheduled for **Tuesday, May 21, 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  
January 22, 2019**



The following attended:

| <b>Voting Members</b>                   | <b>Organization</b>   | <b>Phone Number</b> |
|---|-----------------------|---------------------|
| Art Anderson                            | ODOT                  | 774-6353            |
| John Vial for Bob Strosser              | Jackson County        | 774-6238            |
| Darby Ayers-Flood                       | City of Talent        | 535-1566            |
| Jim Lewis, <b>Vice Chair</b>            | City of Jacksonville  | 899-7023            |
| Eric Zimmerman for Al Densmore          | City of Medford       | 744-2009            |
| Mike Quilty, <b>Chair</b>               | City of Central Point | 664-7907            |
| Rich Rosenthal                          | City of Ashland       | 941-1494            |
| Ruth Jenks                              | City of Eagle Point   | 941-8537            |
| Sarah Westover                          | City of Phoenix       | 972-0869            |
| Tonia Moro                              | RVTD                  | 973-2063            |
| <b>Alternate Voting Members Present</b> | <b>Organization</b>   | <b>Phone Number</b> |
| John Harrison                           | City of Talent        | 897-0530            |
| Mike Baker                              | ODOT                  | 957-3658            |
| <b>Staff</b>                            | <b>Organization</b>   | <b>Phone Number</b> |
| Ryan MacLaren                           | RVCOG                 | 423-1338            |
| Nikki Hart-Brinkley                     | RVCOG                 | 423-1378            |
| <b>Interested Parties</b>               | <b>Organization</b>   | <b>Phone Number</b> |
| Julie Brown                             | RVTD                  | 541-601-1840        |
| Paige West                              | RVTD                  | 608-2429            |

|                  |                           |          |
|------------------|---------------------------|----------|
| Tim D'Alessandro | RVTD                      | 779-5821 |
| Alex Georgevitch | City of Medford           | 774-2114 |
| Chris Luz        | City of Phoenix           | 261-3139 |
| Mike Montero     | Montero & Associates, LLC | 944-4376 |

RVMPPO Policy Committee [January 22, 2019 Agenda Packet](#)

Full meeting recording: [2019-01-22 RVMPPO Policy Committee Meeting Audio](#)

**1. Call to Order / Introductions / Review Agenda 00:00–01:21**

2:01 p.m. | *Quorum*: Ashland, Central Point, Eagle Point, Jacksonville, Medford, Phoenix, Talent, Jackson County, ODOT, RVTD

**2. Public Comment 01:22–01:38**

**3. Review / Approve Minutes 01:39–02:11**

**01:55** | *Jim Lewis moved to approve the November 27, 2018 Policy Committee meeting minutes as presented. Seconded by Rich Rosenthal.*

*No further discussion.*

*Motion carried unanimously by voice vote.*

***Presentations***

**4. ODOT Crash Analysis Tool 02:12–14:21**

**5. Participant Statistical Areas Program (PSAP) Census Presentation 14:22–19:31**

***Action Items***

**6. Review and Discussion of IGA between RVTD and RVMPPO 19:32–01:07:01**

Mike Baker provided an overview and history of how alternative measure 7 came about as well as current structure of funding allocations:

Oregon's Transportation Planning Rule requires a 5% reduction in Vehicle Miles Traveled (VMTs), which the RVMPPO has not met completely. The Transportation Planning Rule allows for alternate ways of meeting that goal.

Through alternative measures, bench marks were set to meet that goal in an alternative way. One alternative that was developed was Alternative Measure 7 which relates to transit.

Funds made available to the RVMPO through the Surface Transportation Program are the only funds over which the RVMPO has complete discretion. RVMPO jurisdictions agreed to direct 50% of the revenue stream (STP, now STBG funds) to the transportation district. As the funds have grown over the last 20 years, the allocation to transit has grown.

Caveats associated with the alternative measure when adopted include: 1. STP funds would be used to expand transit service or if RVTD is successful with a local funding package, and funding is no longer needed, it is therefore proposed that STP transit allocation be directed to RTP, bicycle, pedestrian, and transit-oriented development (TOD) areas. RVTD has since had access to funds from a local bond measure that passed as well as State Transportation Improvement Fund (STIF) Program developed in 2017 from HB 2017 payroll tax.

Jackson County had asked the RVMPO whether Alternative Measure 7 was still necessary. A subcommittee was formed made up of John Vial (Jackson County), Alex Georgevitch (City of Medford), Julie Brown (RVT), and Mike Baker (ODOT). The subcommittee met three times in the later part of 2018 to discuss and present their current funding structures, the local jurisdictional needs, associated costs with those needs, and how more funding would help.

The subcommittee narrowed it down to a few alternative options with the subcommittee settling on recommending to the RVMPO that they keep an established fund set aside for RVT (currently about 1 million dollars) to be capped at 700,000 dollars annually of STBG funds. Caveats on that were RVT would not be eligible to apply for the additional funds. The funding structure is to be reviewed every five years, plus or minus a year to be in line with the STP/TIP project selection cycle; if there are significant changes to available transportation funding; or if there are changes in the local operating levy for RVT.

Questions and Important Issues that were Raised:

Rich Rosenthal: What is the total amount of the STBG funds available?

John Vial: Last year (2018), the total STBG funds available totaled to 1,965,562 dollars of which 50% goes to RVT, which was 982,781 dollars.

Mike Quilty: The fund trended steadily upward over the years, but not every year, with no cap since the program started.

Art Anderson: Did the subcommittee discuss what a significant change in funds would be?

Mike Baker: A significant change in funds is a different idea for everyone and could include fund changes pertaining to the operating levy, new legislation relating to greenhouse gas taxes, or another major recession.

Sarah Westover: Are there criteria that exist to help the policy committee and subcommittee to decide how to best allocate funds to help reduce VMTs?

Mike Baker: We can measure VMTs using the model, but the benchmarks for the alternative measures

offer easily measured things such as new sidewalks and projects modeled in the MPO's Regional Transportation Plan, which can be used to get an idea of VMT reductions. We are currently not meeting goals for sidewalks and bike lanes and those are things that should be considered and paid attention to by the jurisdictions.

John Vial: The benchmark for alternative measure 7 was, 'did we give them the money?' There was no correlation of money given to RVTB, that VMTs were reduced.

Mike Quilty: Money given to them to support transit, hence VMT reduction. There are other alternative measures that cover transit. Any reduction in transit funds is supposed to go to bike/pedestrian projects. A set level of funding allows RVTB to budget more easily with longer term financial plans.

Tonia Moro: We are still waiting on possible changes to the LCDC's Transportation Planning Rule that could affect things.

John Vial: We are happy with the compromises we made on the subcommittee and what we came up with after our meetings.

Julie Brown: RVTB can't supplant our general fund and use that money to match the federal transit funds available. Currently STIF money has to be okayed by the Oregon Transportation Commission. STIF money was specified as currently for expanded transit services, not maintaining what transit districts currently have. There is no guarantee that if we lose our local levy, we would get money from somewhere else in that biennium.

**01:06:06** | *Art Anderson moved to table the IGA action item for 30 days to allow for the jurisdictions to have time to discuss the IGA with their councils and committees and it is to be brought back to the February 26, 2019 policy committee meeting. Seconded by Sarah Westover.*

*Motion carried unanimously by voice vote.*

## **7. Public Advisory Council Member Term Renewals 01:07:02–01:09:15**

Rich Rosenthal suggested that it in the future it would be a better practice for PAC members to submit new applications when renewing their terms.

**01:08:33** | *Rich Rosenthal moved to recommend approval of the PAC member term renewals including: Ron Holthusen, Mary Wooding, Michael Stanek, Mark Earnest, Thad Keays, Edgar Hee, Mike Montero, and Larry Martin. Seconded by Jim Lewis.*

*No further discussion.*

*Motion carried unanimously by voice vote.*

## ***Discussion Items***

## **8. Public Comment 01:09:16–01:09:28**

## ***Regular Updates***

**9. RVMPO Planning Update** 01:09:29–01:11:25

**10. Other Business / Local Business** 01:11:26–01:13:43

**11. Adjournment**

3:15 p.m.

### *Scheduled Meetings*

RVMPO Policy Committee | March 26, 2019 | 2:00 p.m.

RVMPO TAC | March 13, 2019 | 1:30 p.m.

RVMPO PAC | March 19, 2019 | 5:30 p.m.





## **Rogue Valley Metropolitan Planning Organization**

### **Regional Transportation Planning**

Ashland • Central Point • Eagle Point • Jacksonville • Medford • Phoenix • Talent • White City  
Jackson County • Rogue Valley Transportation District • Oregon Department of Transportation

DATE: February 20, 2019  
TO: RVMPO  
FROM: Ryan MacLaren, Senior Planner  
SUBJECT: TIP Amendments

The Policy Committee is being asked to consider approval of the following amendment(s) to the 2018-2021 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on February 5<sup>th</sup> in the *Medford Tribune*, and information has been available on the RVMPO website since that date. The RVMPO TAC has recommended approval of the amendment(s) listed. Information on the project(s) is listed, below:

#### **A. Remove Project from TIP: *Washington Street Extension* (KN 19365)**

Description: Remove Project from the TIP. This is a fund exchange and not required to be in the STIP.

| Project Name                | Project Description   | RTP Project Number | Air Quality Status | Key # | Federal Fiscal Year | Phase            | Federal      |          | Federal Required Match |        | Total Fed+Req Match | Other      |        | Total All Sources |
|-----------------------------|---|--------------------|--------------------|-------|---------------------|------------------|--------------|----------|------------------------|--------|---------------------|------------|--------|-------------------|
|                             |   |                    |                    |       |                     |                  | \$           | Source   | \$                     | Source |                     | \$         | Source |                   |
| Ashland                     |   |                    |                    |       |                     |                  |              |          |                        |        |                     |            |        |                   |
| Washington Street Extension | Extend Washington Street to Tolman Creek Road consistent with the IAMP Exit 14 Access | 162                | Non-Exempt         | 19365 | 2019                | Planning         |              |          |                        |        |                     | \$ 37,789  | Local  | \$ 37,789         |
|                             |   |                    |                    | 19365 | 2018                | Design           | \$ 50,000    | STBG (L) | \$ 5,723               | Local  | \$ 55,723           | \$ 56,221  | Local  | \$ 111,944        |
|                             |   |                    |                    | 19365 | 2019                | Land Purchase    |              |          |                        |        | \$ -                | \$ 381,778 | Local  | \$ 381,778        |
|                             |   |                    |                    |       |                     | Utility Relocate |              |          |                        |        | \$ -                |            |        | \$ -              |
|                             |   |                    |                    | 19365 | 2019                | Construction     | \$ 979,945   | STBG (L) | \$ 112,159             | Local  | \$ 1,092,104        |            |        | \$ 1,092,104      |
|                             |   |                    |                    |       |                     | Other            |              |          |                        |        | \$ -                |            |        | \$ -              |
|                             |   |                    |                    |       | Total FFY 18-21     |                  | \$ 1,029,945 |          | \$ 117,882             |        | \$ 1,147,827        | \$ 475,788 |        | \$ 1,623,615      |

**B. Adjust Project in TIP: *OR140/OR238: Bridge & Culvert Rail Upgrades (KN 19961)***

Description: Remove bridge work on one bridge (Griffin Creek Structure #29C269).

| Project Name                                | Project Description  | RTP Project Number | Air Quality Status       | Key # | Federal Fiscal Year | Phase            | Federal    |         | Federal Required Match |        | Total Fed+Req Match | Other |            | Total All Sources |
|---|--|--------------------|--------------------------|-------|---------------------|------------------|------------|---------|------------------------|--------|---------------------|-------|------------|-------------------|
|   |  |                    |                          |       |                     |                  | \$         | Source  | \$                     | Source |                     | \$    | Source     |                   |
| ODOT  |  |                    |                          |       |                     |                  |            |         |                        |        |                     |       |            |                   |
| OR140/OR238: Bridge & Culvert Rail Upgrades | Replace railings on two bridges that do not meet modern safety standards | 961                | Exempt - Table 2, Safety |       |                     | Planning         |            |         |                        |        |                     |       |            |                   |
|   |  |                    |                          | 19961 | 2016                | Design           | \$ 73,579  | Z232    | \$ 8,421               | ODOT   | \$ 82,000           |       | \$ 82,000  |                   |
|   |  |                    |                          |       |                     | Land Purchase    |            |         |                        | \$ -   |                     | \$ -  |            |                   |
|   |  |                    |                          |       |                     | Utility Relocate |            |         |                        | \$ -   |                     | \$ -  |            |                   |
|   |  |                    |                          | 19961 | 2018                | Construction     | \$ 683,743 | STP-FLX | \$ 78,257              | ODOT   | \$ 762,000          |       | \$ 762,000 |                   |
|   |  |                    |                          |       |                     | Other            |            |         |                        | \$ -   |                     | \$ -  |            |                   |
|   |  |                    |                          |       | Total FFY18-21      |                  | \$ 757,322 |         | \$ 86,678              |        | \$ 844,000          |       | \$ 844,000 |                   |

**C. Adjust Project in TIP: *Region 3 ADA Scoping (KN 21373)***

Description: Reduce the Planning phase by \$1,500,000.

| Project Name         | Project Description                  | RTP Project Number | Air Quality Status      | Key # | Federal Fiscal Year | Phase            | Federal      |        | Federal Required Match |        | Total Fed+Req Match | Other |        | Total All Sources |
|----------------------|--------------------------------------|--------------------|-------------------------|-------|---------------------|------------------|--------------|--------|------------------------|--------|---------------------|-------|--------|-------------------|
|                      |                                      |                    |                         |       |                     |                  | \$           | Source | \$                     | Source |                     | \$    | Source |                   |
| ODOT                 |                                      |                    |                         |       |                     |                  |              |        |                        |        |                     |       |        |                   |
| Region 3 ADA Scoping | Scoping for all Region 3 ADA Project | n/a                | Exempt - Table 2, Other | 21373 | 2019                | Planning         | \$ 1,345,950 | SW ADA | \$ 154,050             | ODOT   | \$ 1,500,000        |       |        | \$ 1,500,000      |
|                      |                                      |                    |                         |       |                     | Design           |              |        |                        | \$ -   |                     |       | \$ -   |                   |
|                      |                                      |                    |                         |       |                     | Land Purchase    |              |        |                        | \$ -   |                     |       | \$ -   |                   |
|                      |                                      |                    |                         |       |                     | Utility Relocate |              |        |                        | \$ -   |                     |       | \$ -   |                   |
|                      |                                      |                    |                         |       |                     | Construction     |              |        |                        | \$ -   |                     |       | \$ -   |                   |
|                      |                                      |                    |                         |       |                     | Other            |              |        |                        | \$ -   |                     |       | \$ -   |                   |
|                      |                                      |                    |                         |       | Total FFY 18-21     |                  | \$ 1,345,950 |        | \$ 154,050             |        | \$ 1,500,000        |       |        | \$ 1,500,000      |



## **Rogue Valley Metropolitan Planning Organization**

### **Regional Transportation Planning**

Ashland • Central Point • Eagle Point • Jacksonville • Medford • Phoenix • Talent • White City  
Jackson County • Rogue Valley Transportation District • Oregon Department of Transportation

DATE: March 6, 2019  
TO: RVMPO Policy Committee  
FROM: Ryan MacLaren, Senior Planner  
SUBJECT: TIP Amendments

The Policy Committee is being asked to consider approval of the following amendment(s) to the 2018-2021 Transportation Improvement Program.

The 21-day public comment period and public hearing were advertised on March 4th in the *Medford Tribune*, and information has been available on the RVMPO website since that date. The RVMPO TAC has recommended approval of the amendment(s) listed. Information on the project(s) is listed, below:

#### **D. Remove Project from TIP: *Freeman Rd at Pine St Intersection (Central Point)* (KN 20249)**

Description: Remove Project from the TIP. This project has been canceled.

| Project Name                                       | Project Description   | RTP Project Number | Air Quality Status      | Key # | Federal Fiscal Year | Phase            | Federal    |        | Federal Required Match |        | Total Fed+Req Match | Other |        | Total All Sources |
|--|---|--------------------|-------------------------|-------|---------------------|------------------|------------|--------|------------------------|--------|---------------------|-------|--------|-------------------|
|  |   |                    |                         |       |                     |                  | \$         | Source | \$                     | Source |                     | \$    | Source |                   |
| ODOT   |   |                    |                         |       |                     |                  |            |        |                        |        |                     |       |        |                   |
| Freeman Rd at Pine St Intersection (Central Point) | Improve drainage and install raised island, enhance striping to include bike lane | 922                | Exempt (Table 2) Safety |       |                     | Planning         |            |        |                        |        |                     |       |        | \$ -              |
|  |   |                    |                         | 20249 | 2018                | Design           | \$ 19,367  | HSIP   | \$ 1,633               | Local  | \$ 21,000           |       |        | \$ 21,000         |
|  |   |                    |                         |       |                     | Land Purchase    |            |        |                        |        | \$ -                |       |        | \$ -              |
|  |   |                    |                         | 20249 | 2018                | Utility Relocate | \$ 4,611   | HSIP   | \$ 389                 | Local  | \$ 5,000            |       |        | \$ 5,000          |
|  |   |                    |                         | 20249 | 2018                | Construction     | \$ 87,609  | HSIP   | \$ 7,391               | Local  | \$ 95,000           |       |        | \$ 95,000         |
|  |   |                    |                         |       |                     | Other            |            |        |                        |        | \$ -                |       |        | \$ -              |
|  |   |                    |                         |       | Total FFY 18-21     |                  | \$ 111,587 |        | \$ 9,413               |        | \$ 121,000          | \$ -  |        | \$ 121,000        |

**E. Add Project to TIP: OR62: Corridor Solutions Unit 2 Phase 4 (Medford) (KN 21458)**

Description: Installation of VMS signs, cameras, traffic sensors, and traffic signal controller. Construct cul-de-sac at Commerce Avenue.

| Project Name                                      | Project Description  | RTP Project Number | Air Quality Status      | Key # | Federal Fiscal Year | Phase            | Federal |        | Federal Required Match |        | Total Fed+Req Match | Other |              | Total All Sources |
|---|--|--------------------|-------------------------|-------|---------------------|------------------|---------|--------|------------------------|--------|---------------------|-------|--------------|-------------------|
|   |  |                    |                         |       |                     |                  | \$      | Source | \$                     | Source |                     | \$    | Source       |                   |
| ODOT  |  |                    |                         |       |                     |                  |         |        |                        |        |                     |       |              |                   |
| OR62: Corridor Solutions Unit 2 Phase 4 (Medford) | Installation of VMS signs, cameras, traffic sensors, and traffic signal controller. Construct cul-de-sac at Commerce Avenue. | n/a                | Exempt - Table 2, Other |       |                     | Planning         |         |        |                        |        |                     |       |              |                   |
|   |  |                    |                         | 21458 | 2019                | Design           |         |        |                        | \$ -   | \$ 409,000          | ODOT  | \$ 409,000   |                   |
|   |  |                    |                         | 21458 | 2019                | Land Purchase    |         |        |                        | \$ -   | \$ 100,000          | ODOT  | \$ 100,000   |                   |
|   |  |                    |                         | 21458 | 2019                | Utility Relocate |         |        |                        | \$ -   | \$ 10,000           | ODOT  | \$ 10,000    |                   |
|   |  |                    |                         | 21458 | 2020                | Construction     |         |        |                        | \$ -   | \$ 2,725,000        | ODOT  | \$ 2,725,000 |                   |
|   |  |                    |                         |       |                     | Other            |         |        |                        | \$ -   |                     |       | \$ -         |                   |
|   |  |                    |                         |       | Total FFY 18-21     |                  | \$ -    |        | \$ -                   |        | \$ -                |       |              | \$ 3,244,000      |

**B Y L A W S**  
**ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG)**  
**METROPOLITAN PLANNING ORGANIZATION (MPO)**  
**POLICY COMMITTEE**

**Article I**

Name

This committee, established pursuant to the Governor's MPO designation letter, dated July 26, 1982, shall function as the Metropolitan Planning Organization (MPO) for the Medford Urbanized Area.

**Article II**

Purpose

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

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

The responsibilities of the MPO Policy Committee are to:

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

### **Article III**

#### **Membership - Voting**

##### **Section 1. Membership of the Committee**

- a. The MPO Policy Committee shall consist of ten (10) members appointed by their governmental unit. These are:
  - City of Medford
  - Rogue Valley Transportation District (RVTD)
  - City of Central Point
  - Jackson County
  - City of Phoenix
  - Oregon Department of Transportation (ODOT)
  - City of Ashland
  - City of Talent
  - City of Jacksonville
  - City of Eagle Point
- b. Each Policy Committee member may designate, in writing, an alternate representative to serve at meetings during said member's absence. The representative shall have full voting privileges in the member's absence.

##### **Section 2. Appointment and Tenure of Committee Membership**

- a. Each jurisdiction with membership on the committee shall appoint its representatives.
- b. Members shall serve until they are replaced by their jurisdictions.

##### **Section 3. Voting Privileges**

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

## **Article IV**

### **Meetings**

#### **Section 1. Regular Meetings**

- a. The committee shall hold its regular meeting on the fourth Tuesday of every month except as otherwise agreed.
- b. The local newspaper must receive notification of meetings at least 24 hours prior to any meeting.
- c. Written minutes will be taken at each meeting. The chair shall enter into discussions and vote, the same as any other voting member.

#### **Section 2. Special Meetings**

- a. Special meetings may be called by the chair, vice-chair or MPO transportation staff on two days notice.
- b. The person or persons calling such special meeting shall fix the time and place for holding of such meeting.

#### **Section 3. Conduct of Meetings**

- a. Official action may be taken by the committee when a quorum is present.
- b. A quorum shall consist of the majority of member jurisdictions.
- c. The voting on all questions coming before the MPO Policy Committee shall be by voice vote. Any member may ask for "Super Majority" (two thirds of voting members plus one) roll call vote if consensus (unanimity) cannot be reached on an MPO decision item/issue. The ayes and nays shall be entered in the minutes of such meeting.
- d. Parliamentary Procedure as defined in Robert's Rules of Order Newly Revised will be followed and the Oregon Open Meeting Law (ORS 192.610 to 192.690) requirements will be adhered to at all times.

## **Article V**

### **Officers and Duties**

#### **Section 1. Officers**

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

#### **Section 2. Term of Office**

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

#### **Section 3. Duties**

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

#### **Section 4. Planning Program Manager**

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



## **Article VI**

### **Subcommittees**

#### Section 1. Subcommittees

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

#### Section 2. Subcommittee Meetings

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

## **Article VII**

### **Amendments to the Bylaws**

#### Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a Super Majority vote of two-thirds plus one of the members of the committee present at any regular or special meeting called for that purpose. This also includes amending the bylaws to include new members. Written notice of proposed amendments shall be given to the membership of the committee at least thirty (30) days prior to the date of the meeting at which the bylaws are to be considered.

**Article VIII**

Effective Date

Section 1.

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

Adopted by the MPO Policy Committee:

  
Michael G. Quilty, Chair

June 24, 2008

\_\_\_\_\_  
Date



# **Rogue Valley Metropolitan Planning Organization**

Attachment 4  
(Agenda Item 5)

## **Regional Transportation Planning**

Ashland • Central Point • Eagle Point • Jacksonville • Medford • Phoenix • Talent • White City  
Jackson County • Rogue Valley Transportation District • Oregon Department of Transportation

DATE: February 20, 2019  
TO: Policy Committee  
FROM: Karl Welzenbach, Planning Program Manager  
SUBJECT: FY 2019-20 RVMPO Dues Recommendation

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

### **RVMPO Member Dues**

Staff proposes maintaining the dues formula and rate that was approved by the Policy Committee in February 2013. The rate, \$0.16 per capita, would generate a total of \$28,981 for the 2019-20 fiscal year.

Table 1, below, summarizes population and proposed dues for each jurisdiction. Population estimates are from the July 1, 2018 estimates from Portland State University.

**Table 1**

|                             | <b>RVMPO Proposed 2019-20 Dues</b> |                             |                                |                       |                      |
|-----------------------------|------------------------------------|-----------------------------|--------------------------------|-----------------------|----------------------|
| <b>Member Jurisdictions</b> | <b>Population</b>                  | <b>Dues Rate per Capita</b> | <b>Proposed FY2019-20 Dues</b> | <b>FY2018-19 Dues</b> | <b>Dues Increase</b> |
| Ashland                     | 20,815                             | \$0.16                      | <b>\$3,330</b>                 | \$3,312               | \$18                 |
| Central Point               | 17,895                             | \$0.16                      | <b>\$2,863</b>                 | \$2,832               | \$31                 |
| Eagle Point                 | 9,105                              | \$0.16                      | <b>\$1,457</b>                 | \$1,429               | \$28                 |
| Jacksonville                | 2,980                              | \$0.16                      | <b>\$477</b>                   | \$472                 | \$5                  |
| Medford                     | 80,375                             | \$0.16                      | <b>\$12,860</b>                | \$12,734              | \$126                |
| Phoenix                     | 4,620                              | \$0.16                      | <b>\$739</b>                   | \$737                 | \$2                  |
| Talent                      | 6,380                              | \$0.16                      | <b>\$1,021</b>                 | \$1,012               | \$9                  |
| Jackson County              | 38,964                             | \$0.16                      | <b>\$6,234</b>                 | \$6,166               | \$68                 |
| <i>Total</i>                | <b>181,134</b>                     |                             | <b>\$28,981</b>                | <b>\$28,694</b>       | <b>\$287</b>         |

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

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

Table 2 summarizes anticipated use of FY2019-20 member dues.

**Table 2**

|   |             |             |
|---|-------------|-------------|
| Policy Committee Dues, Travel; state, regional, nat | \$11,592.58 | \$11,477.76 |
| UPWP Work Activities Support                        | \$17,388.86 | \$17,216.64 |
|   | \$28,981.44 | \$28,694.40 |

## INTERGOVERNMENTAL AGREEMENT

**THIS AGREEMENT** is made and entered into by and between the Rogue Valley Metropolitan Planning Organization, hereinafter referred to as “RVMPO”, and the Rogue Valley Transportation District, hereinafter referred to as “RVTD”, both of which are hereinafter referred to collectively as “PARTIES”;

### WITNESSETH

WHEREAS, RVMPO is a voluntary association of local governments serving Jackson County, Oregon; and

WHEREAS, RVTD is a member agency of the RVMPO; and

WHEREAS, RVMPO has, over the past several years, provided to RVTD 50% of the MPO’s annual allocation of Surface Transportation Block Grant (STBG) ~~STBG~~ funds; and

WHEREAS, the Policy Committee of the RVMPO created a sub-committee with representatives of the City of Medford, Oregon Department of Transportation (ODOT), Jackson County and RVTD to review this ongoing allocation and return to the Policy Committee with recommendations; and

WHEREAS, the purpose of this agreement is to ensure that both parties agree to and understand the arrangement regarding the allocation of funding to the RVTD from the RVMPO’s annual allocation of STBG funds.

NOW THEREFORE, in consideration of the mutual terms, conditions, stipulations and covenants herein contained, the PARTIES do hereby agree to the following:

#### A. DESCRIPTION OF AGREEMENT

1. RVMPO hereby agrees to reduce the current allocation of 50% of ~~STBG~~ ~~STBG~~ funds to RVTD on an annual basis, beginning in FY 2020, down to the amount of \$700,000 of STBG funds annually. RVTD shall be able to utilize these monies as RVTD sees fit and in accordance with all pertinent federal and state laws and regulations.
2. RVTD shall not be eligible to apply for remaining RVMPO allocation of STBG funds during the duration of this agreement.

#### B. DURATION OF AGREEMENT

This agreement shall take effect in Federal Fiscal Year 2020 (commencing October 1, 2019) and shall be reviewed every five years (plus or minus a year so as not to interfere with the TIP/STIP cycle) unless one or more of the following incidents occur:

- ~~Should the RVTD’s Operating Property Tax Levy not be renewed by the voters; or~~

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Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left +  
Aligned at: 0" + Indent at: 0"

- Should there be a significant change to the RVMPO funding, that constitutes a major increase or decrease in the available resources for RVMPO member jurisdictions services, projects or programs.
- Should there be a significant change to the RVTD's funding, that constitutes a major increase or decrease in services, projects or programs.

If either of the above mentioned events occurs then both parties shall immediately revisit the existing funding agreement.

C. AMENDMENTS AND TERMINATION

1. This document constitutes the entire agreement between the PARTIES and no other agreement exists between them, either stated or implied. Any amendments or changes to the provisions of this agreement shall be reduced to writing, approved by both RVMPO Policy Committee and RVTD Board, and signed by both PARTIES.

IN WITNESS WHEREOF, RVMPO and RVTD have caused this agreement to be executed by their authorized representatives as of the date of the last signature affixed below:

PARTIES TO THE AGREEMENT

\_\_\_\_\_  
Michael Quilty  
Chair, RVMPO

\_\_\_\_\_  
Date

\_\_\_\_\_  
~~Tonia More~~Julie Brown  
~~Chair~~General Manager, RVTD

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
~~Melissa Huhtala, RVTD Recorder~~

\_\_\_\_\_  
Date



# ***2019 - 2020 Unified Planning Work Program***

***April 23, 2019***



**Rogue Valley Metropolitan Planning Organization**

The RVMPO is staffed by the Rogue Valley Council of Governments

# **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 2019 - 1**

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

#### **Adoption of the FY 2019-20 Unified Planning Work Program**

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

**Whereas**, the Metropolitan Planning Organization Policy Committee is a designated committee of the Rogue Valley Council of Government; and

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

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

**Whereas**, the Metropolitan Planning Organization Policy Committee did review and comment on the UPWP for Fiscal Year 2019-20 on April 23, 2019; and

**Whereas**, the RVMPO held a 30-day public comment period and public hearing to secure input and comment on the adoption of the FY 2019-20 UPWP.

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

That the attached RVMPO Fiscal Year 2020 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 23rd day of April, 2019.

---

Michael G. Quilty  
RVMPO Policy Committee Chair

# **Rogue Valley Metropolitan Planning Organization**

## **Policy Committee**

Mike Quilty, Chair  
Al Densmore  
Rich Rosenthal  
Darby Ayers-Flood  
Jim Lewis  
Ruth Jenks  
Sarah Westover  
Rick Dyer  
Tonia Moro  
Art Anderson

City of Central Point  
City of Medford  
City of Ashland  
City of Talent  
City of Jacksonville  
City of Eagle Point  
City of Phoenix  
Jackson County  
Rogue Valley Transportation District  
Oregon Department of Transportation

## **Technical Advisory Committee**

Ashland  
Ashland  
Central Point  
Central Point  
DLCD  
Eagle Point  
Eagle Point  
Jackson County  
Jackson County  
Jacksonville  
Jacksonville  
Medford  
Medford  
RVTD  
RVTD  
Phoenix  
Phoenix  
Talent  
ODOT  
ODOT

### *Non-voting Members:*

FHWA  
RVMPD (staff)

Maria Harris: Planning  
Karl Johnson: Public Works  
Tom Humphrey: Planning  
Matt Samitore: Public Works  
Josh LeBombard  
Mike Upston: Planning  
Robert Miller: Public Works  
Charles Bennett: Planning  
Mike Kuntz, Chair: Roads and Parks  
Ian Foster: Planning  
Jeff Alvis: Public Works  
Kyle Kearns: Planning  
Alex Georgevitch: Public Works  
Paige West: Planning  
Melissa Lowry: Planning  
Evan Mackenzie: Planning  
Ray DiPasquale: Public Works  
Zac Moody: Planning  
Dan Roberts: Region 3  
Ian Horlacher: Region 3

Jasmine Harris  
Karl Welzenbach

## **Public Advisory Council**

Mary Wooding  
Edgar Hee  
Jennifer Boardman  
Larry Martin  
Michael Stanek  
Brad Inman  
Mark Earnest  
Mike Montero, Chair  
Ron Holthusen  
Dylan Schettler-Moncus  
Patrick McKechnie  
George Ike Eisenhauer  
Michael Polich  
Robin Lee  
Thad Keys  
Jim Herndon  
Haley Cox

Ashland  
Bicycle/Pedestrian  
Central Point  
Central Point  
Eagle Point  
East Medford  
East Medford  
Freight  
Jacksonville  
Low Income Community Interest  
Mass Transit  
Phoenix  
Public Health  
Senior  
Talent  
West Medford  
West Medford



## ***2019-2020 Unified Planning Work Program***

***Adopted by the RVMPO Policy Committee April 23, 2019***

### **RVMPO Staff**

*RVCOG Planning & Community Development Program*

Karl Welzenbach  
Ryan MacLaren

Nikki Hart-Brinkley  
Rebecca Swanz

Dick Converse  
Ryan Nolan

### *Administration*

Michael Cavallaro, Rogue Valley Council of Governments, Executive Director

### *Published by:*

Rogue Valley Council of Governments  
155 N. 1st 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)

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***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)***

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# **The Rogue Valley Metropolitan Planning Organization (RVMPO)**

## **Unified Planning Work Program**

### **Fiscal Year 2019-2020**

#### **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 (The FAST Act), signed in 2015, maintain 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) 2019 – 2020 UPWP identifies all transportation and related planning activities that will be undertaken by the RVMPO during the project year from July 1, 2019 to June 30, 2020. 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 2019 - 2020 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 2020<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 planning efforts for and within the region. It may be amended by the Policy Committee as needed to

---

<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, 2019 is numbered FY 2019-20. The RVMPO fiscal year is the same. The federal fiscal year 2019 begins October 1, 2018, and runs through September 30, 2019.

reflect major changes in work tasks and funding – the moving of funds from one major task to another to cover unanticipated costs or the addition or deletion of tasks due to events outside the control of the MPO. Minor changes, such as the reallocation of funds from one sub-task to another within a major task category, are deemed to be administrative in nature and not subject to public notification. 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.

In accordance with the RVMPO's Public Participation Plan, the public hearing for the draft UPWP was advertised in local newspapers on the XX of March, 2019. In addition, the draft UPWP had been placed on the MPO's website the last week in February of 2019 seeking public comment.

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 contains ODOT planning projects within the RVMPO planning area that the agency expects to occur during the fiscal year.

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. One area of particular interest for the RVCOG and its Transportation Planning Program in the two county area includes staffing support for the Rogue Valley Area Commission on Transportation (RVACT). RVCOG also places special emphasis on assisting its member jurisdictions in implementing the Transportation Planning Rule (TPR), and assisting with Transportation System Plan development.

### **Organizational Structure of RVMPO**

The Governor of Oregon designated RVCOG as the Rogue Valley Metropolitan Planning Organization on July 27, 1982. The RVCOG Board of Directors delegated responsibility for RVMPO policy functions to the RVMPO Policy Committee made up 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 (RVTD). The RVMPO planning boundary and Air Quality Maintenance Area (AQMA) are shown on the planning area map, Exhibit 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).

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 FY2018 to implement the goal, and work anticipated this year that contributes toward reaching the goal.

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

- In 2018: Continued using website to present information. Undertake a major update of the



Public Participation and Title VI/EJ plans. The RVMPO will maintain the PAC as a standing advisory committee.

- In 2019: Begin development of outreach effort for development of update to RTP.

2. *Continue to work toward more fully integrating transportation and land use planning.*

- In 2018: Reviewed/commented on MPO jurisdiction development applications for consistency with RVMPO's Alternative Measures and the Regional Problem Solving initiative. Participated in the statewide Regulations Advisory Committee on Metropolitan Transportation Planning
- In 2019: 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. Participate in jurisdiction Transportation System Plan updates.

3. *Increase integration and availability of transportation options.*

- In 2018: RVCOG turned over administration of Rogue Bike Share program to the City of Ashland; worked with RVTD in developing a Scope of Work for their Transit Master Plan.
- In 2019: Will continue to address state land use planning requirements for metro areas and RVMPO contribution and role, and will continue working with the RVTD on their Transit Master Plan.

4. *Expand planning scope to include consideration of the wider transportation-shed.*

- In 2018: Participated in Oregon MPO Consortium (OMPOC) and other statewide advisory activities; participated on Land Conservation and Development Commission's (LCDC) Rule Advisory Committee (RAC) on Metropolitan Transportation Planning, and proposed revisions to the metropolitan transportation planning of the TPR. In addition, the MPO participated in the ongoing development of an Activity Based Model (ABM) as well as the Oregon Household Activity Survey final report. Worked with ODOT on reviewing and modifying, as necessary, the current TIP development schedule and process.
- In 2019: Continued coordination with OMPOC; continue in state-wide committees participation as well as coordination with ODOT and Transportation Planning Analysis Unit (TPAU) on the ongoing development of the ABM.

5. *Strategically use RVMPO funding to pursue RVMPO goals.*

- In 2018: worked with ODOT and member local governments on implementation of the Regional Transportation Plan and the Transportation Improvement Program. Maintained and updated the RVMPO's Title VI and E J & E database.
- In 2019: Will continue reviewing project selection criteria for next RTP update/TIP

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

- In 2018: Coordinated with Oregon MPOs on best practices for providing public access to the TIP projects; Generally review state and national reports on best practices. Maintained web-based TIP and RTP project lists with accompanying geographic information.
- In 2019: Continue to maintain web-based RTP and TIP project lists; Continue working with ODOT/MPOs on use of Oregon Household Activity Survey (OHAS) data in planning. Review procedures elsewhere on shifting from census to survey data for environmental justice and other planning. Will continue reviews of best practices studies nationwide. Continue the use of geo-enriched demographic data.

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 2018.

## **Regional Transportation Priorities for Fiscal Year 2019-20**

RVMPO will track rulemaking and other developments relating to 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), new transportation demands resulting from implementation of the Regional Problem Solving plan.

Jurisdictions have begun 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 Transportation Improvement Program
- Maintaining the 2042 Regional Transportation Plan
- Soliciting CMAQ and STBG funded projects as needed
- Coordinate with ODOT/ FHWA/FTA on MPO performance measures
- 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; and
- Provide assistance to RVTD on their Transit Master Plan

### 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 STIP every two years and has set the next update for May 2020.

**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  | May 2020       |
| Annual Listing of Obligated Projects - 2017  | December 2018  | One Year   | Dec. 2019      |
| 2018-2019 Unified Planning Work Program      | April 24, 2018 | One Year   | April XX, 2019 |
| RVMPO Public Participation Plan              | August 2018    | Two Years  | August 2020    |
| RVMPO Title VI & EJ Plan                     | August 2018    | Two Years  | August 2020    |

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 at least 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 amended as needed 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 RVMPO maintains funds to update the RTP and air quality conformity determination as necessary.

### **Summary of Projected Deliverables and Products in the 2019 – 2020 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, 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
- Semi-annual activity reports
- UPWP updates and draft and final 2020-21 document

**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.
- Development of 2021-2024 Transportation Improvement Program
- Soliciting for CMAQ & STBG funded projects as needed
- Provide technical and planning assistance to and coordination with local jurisdictions and agencies
- Implementation of EPA MOVES for air quality conformity as needed, and staying up to date on changing conformity rules and related air quality concerns.
- Implementation of Federal Performance measures and other coordination efforts with our state and federal partners as needed

**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
- Begin development of the 2021-2046 Regional Transportation Plan

**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 (e.g., transit signal priority system, and transit safety planning) and ongoing Transit Master Plan.

DRAFT

## Funding for RVMPO Planning

The RVMPO's planning program is funded by federal, state, and local matching funds, totaling \$612,465.

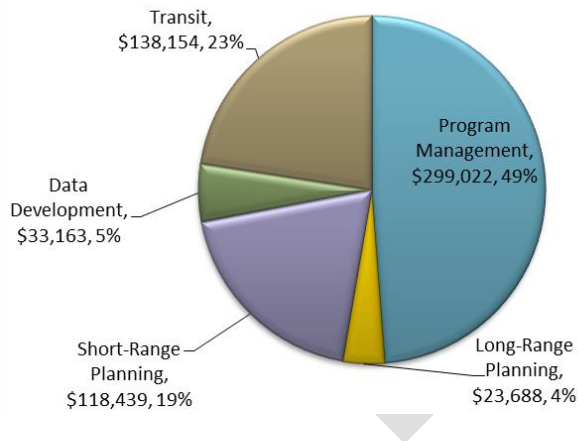
The largest funding source is FHWA, which provides MPO Planning Funds through ODOT to the RVMPO by formula that consists of 89.73% federal funds with a 10.27% local match required. ODOT has traditionally met the full local match requirements with state planning funds. Other resources are FTA 5303 funds, also through ODOT, for metropolitan planning related to transit (requiring a 10.27% 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. 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.

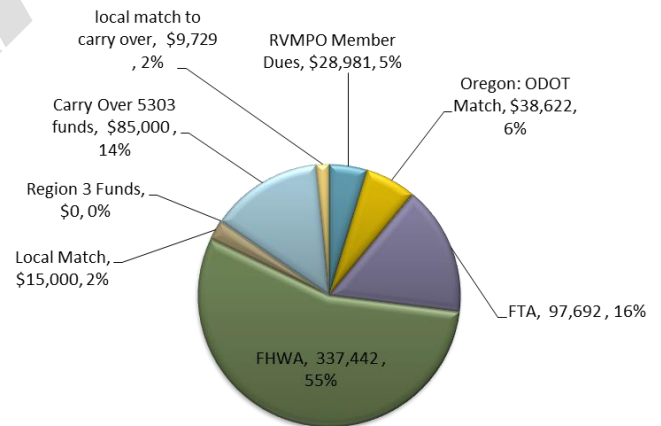
## Summary of Projected FY 2019-20 Funding Allocation

Figure 1, summarizes how anticipated resources will be allocated among the major UPWP work tasks. Figure 2, below, shows planning resources anticipated by the RVMPO in the coming fiscal year, and their proportion of total revenue. RVMPO planning activities are anticipated to be funded with a total of \$612,465 in federal, state, and local matching funds.

**Figure 1: Allocation of RVMPO Resources, FY 2019-20**



**Figure 2: RVMPO Funding, FY 2019-20**





Program management and long-range 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 TPAU which, it is estimated, 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. Environmental Justice Plan maps were consulted to assess project impact on target populations. Projects located in the identified EJ areas are given additional points that are added to the overall scoring of the project which may help the project receive a higher ranking on the project priority list. Resulting funding decisions were incorporated into the 2018-2021 TIP.

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:** \$299,022

**Funding Source:** FHWA MPO Planning Funds, \$192,342  
ODOT Match for FHWA-PL funds, \$22,014  
FTA 5303 Metropolitan Planning Funds, \$55,684  
RVMPO Dues, \$28,981  
In-Kind Match, \$0

**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 (i) 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:** \$270,596

***FHWA MPO Planning Funds, \$172,095***

***ODOT Match for FHWA-PL funds, \$19,697***

***FTA 5303 Metropolitan Planning Funds, \$49,823***

***RVMPO Dues, \$28,981***

***In-Kind Match, \$0***

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 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) **Training and Conferences**

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

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

e) **Meeting Preparation**

*Deliverables:* Meeting materials, Policy Committee, TAC, PAC

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

f) **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

g) **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

#### h) **Records Management**

*Deliverables:*

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

*Timeframe:* Ongoing July – June

*Lead Agency:* RVCOG

#### i) **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 \$XXX 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: \$9,475**

***FHWA MPO Planning Funds, \$6,749***

***ODOT Match for FHWA-PL funds, \$772***

***FTA 5303 Metropolitan Planning Funds, \$1,954***

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

***In-Kind Match, \$0***

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) Semi-annual Reports**

Semi-annual budget expenditures and work task status reports are prepared by MPO staff and sent to ODOT twice each fiscal year.

*Deliverables:* Semi-annual reports, quarterly meeting with USDOT and ODOT (as needed)

*Timeframe:* Every 6 months

*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:* 2020-21 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: \$18,950**

***FHWA MPO Planning Funds, \$13,498***

***ODOT Match for FHWA-PL funds, \$1,545***

***FTA 5303 Metropolitan Planning Funds, \$3,908***

***RVMPO dues, \$0***

***In-Kind Match, \$0***

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 updated its Public Participation Plan (see <http://www.rvmop.org/index.php/ct-menu-item-13/public-participation-plan>) in August of 2018 to ensure that the RVMPO meets all of the obligations required under the FAST Act.

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 2018, 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 FY2020.

*Deliverables:*

- Project progress reports, new visualization techniques and up-to-date website, non-traditional public engagement strategies, surveys, social media, and other activities as identified.
- Ongoing 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 2020, 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

## **Task 2.0 Short Range Planning**

**Budget:** \$118,439

**Funding Source:** FHWA MPO Planning Funds, \$84,361  
ODOT Match for FHWA-PL funds, \$9655  
FTA 5303 Metropolitan Planning Funds, \$24,423  
RVMPO Dues, \$0  
In-Kind Match, \$0

**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 Transportation Improvement Program (TIP), which

is a financially-constrained list of transportation improvements for the RVMPO area, implementation of and coordination with state and federal partners on Federal Performance Measures, 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: RVCOG, RVMPO member jurisdictions and agencies, ODOT, DEQ, DLCD, and USDOT

**Subtask 2.1** *Transportation Improvement Program (TIP); Annual Projects Listing*

**Work Task Budget: \$33,163**

***FHWA MPO Planning Funds \$23,621***

***ODOT Match for FHWA-PL funds, \$2,704***

***FTA 5303 Metropolitan Planning Funds, \$6,838***

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

***In-Kind Match, \$0***

Maintenance of the 2018-21 TIP is the main element in this task. Additionally, staff will be developing, in coordination with ODOT, USDOT, and local agencies, the 2021-2024 Transportation Improvement Program. This will include the “call for projects” allowing for the local jurisdictions to apply for CMAQ and STBG funds. The MPO intends to adopt the TIP in the third quarter of FY 2019-2020.

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.

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. Any necessary amendments to the 2042 RTP are addressed in Subtask 3.2.

*Deliverables:*

- Amended/Updated 2018-2021 TIP
- Development and adoption of 2021-2024 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 2018 (subject to availability)

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

**Subtask 2.2** *Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) Program Funds Management*

**Work Task Budget: \$28,425**

***FHWA MPO Planning Funds, \$20,247***

***ODOT Match for FHWA-PL funds, \$2,317***

***FTA 5303 Metropolitan Planning Funds, \$5,862***

***RVMPO Dues \$0***

***In-Kind Match, \$0***

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. The 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. 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 as needed for allocation of future STBG and CMAQ funds.

*Timeframe:* Ongoing July - June

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

**Subtask 2.3** *Local Jurisdiction Coordination & Technical Assistance*

**Work Task Budget: \$14,213**

***FHWA MPO Planning Funds, \$10,123***

***ODOT Match for FHWA-PL funds, \$1,159***

***FTA 5303 Metropolitan Planning Funds, \$2,931***

***MPO Dues, \$0***

***In-Kind Match, \$0***

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 staff participates in technical advisory committees – both at the state and local levels, passing on information, providing local input and coordinating with member jurisdictions at key decision points. RVMPO staff also coordinates with ODOT on projects including

statewide multimodal and modal/topic planning, state greenhouse gas reduction planning and the Oregon Model Steering Committee. At the local level, RVMPO staff also coordinates with the Rogue Valley Transit District (RVTD) in its regional planning efforts.

Critically, the RVMPO provides coordination between the local jurisdictions land use planning efforts and the regional transportation planning efforts by ensuring that local Transportation Systems Plans and the MPO's Regional Transportation Plan are consistent. Additionally, RVMPO staff provides technical assistance to member jurisdictions through its GIS technical support and/or by supplying data, participating in committees, and helping the agencies in their efforts to be consistent with the RTP.

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 participates on.

#### **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

Another 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 October 2016
- Jacksonville – Adopted update in 2009
- Medford – Adopted update in late 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.

**b) Ensure Consistency of Local Plans and RTP**

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

*Timeframe:* Ongoing July – June

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

**Subtask 2.4 Air Quality Conformity/SIP Implementation**

**Work Task Budget: \$18,950**

***FHWA MPO Planning Funds, \$13,498***

***ODOT Match for FHWA-PL funds, \$1,545***

***FTA 5303 Metropolitan Planning Funds, \$3,908***

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

***In-Kind Match, \$0***

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. A CO Limited Maintenance Plan 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.

**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 2.5 Performance Measures Implementation and State and Federal Partner Coordination**

**Work Task Budget: \$23,688**

***FHWA MPO Planning Funds, \$16,872***

***ODOT Match for FHWA-PL funds, \$1,931***

***FTA 5303 Metropolitan Planning Funds, \$4,885***

***RVMPD Dues, \$0***

***In-Kind Match, \$0***

Subtask consists of implementing Federal Performance Measures as they come online. This effort will require coordination with our state and federal partners. This subtask is also aimed at being a charge account for unanticipated additional efforts that come into play subsequent to the Unified Planning Work Program being adopted. This task will include any necessary data collection and reporting as required by federal and/or state law. An annual safety report on crash data (provided by ODOT) will be published.

Additionally, the RVMPD will begin to review and update its project selection criteria with an eye towards the federal performance measures and targets set by and adopted by the Oregon DOT and RVMPD.

*Deliverables:*

- Implementation of Federal Performance Measures.
- Updating and maintaining necessary data bases and reports.
- Annual Safety Report
- Update of Project Selection Criteria

*Timeframe:* Ongoing July - June

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

### Task 3.0 Long Range Planning

**Budget:** \$23,688

**Funding Source:** FHWA MPO Planning Funds, \$16,872  
ODOT Match for FHWA-PL funds, \$1,931  
FTA 5303 Metropolitan Planning Funds, \$4,885  
RVMPO Dues, \$0  
In-Kind Match, \$0

**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.

**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: \$4,738**  
*FHWA MPO Planning Funds, \$3,374*  
*ODOT Match for FHWA-PL funds, \$386*  
*FTA 5303 Metropolitan Planning Funds, \$977*  
*RVMPO Dues, \$0*  
*In-Kind Match, \$0*

The update to the 2016 Rogue Valley ITS Plan was adopted in May 2017. This task for FY 2020 will focus on working with ODOT, the consultant team, MPO staff, Project Advisory Committee (PAC) and stakeholders to maintain the plan.

*Deliverables:*

- Maintain and update RVITS plan and architecture as needed

*Timeframe:* Ongoing July to June

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

**Subtask 3.2** *2017 – 2042 RTP Implementation*  
**Work Task Budget: \$18,950**  
*FHWA MPO Planning Funds, \$13,498*  
*ODOT Match for FHWA-PL funds, \$1,545*  
*FTA 5303 Metropolitan Planning Funds, \$3,908*  
*MPO Dues, \$0*  
*In-Kind Match, \$0*

The Regional Transportation Plan (RTP) Update for the Rogue Valley Metropolitan Planning Organization was adopted effective March 28, 2017. 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 integration of MPO planning with the Regional Problem Solving plan (the region's future Urban Reserve growth areas) would occur here.

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:*

- Amend 2042 RTP, as needed, July-June

#### 4.0 Data Collection/Analysis

**Budget:** \$33,163

**Funding Source:** FHWA MPO Planning Funds, \$23,621  
 ODOT Match for FHWA-PL funds, \$2,704  
 FTA 5303 Metropolitan Planning Funds, \$6,838  
 RVMPO Dues, \$0  
 In-Kind Match, \$0

**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:** RVCOG and funding agencies, ODOT, DEQ, DLCD, and USDOT.

**Subtask 4.1** *Research and Analysis Program; Travel Demand Model Support & Development*  
**Work Task Budget: \$23,688**  
 FHWA MPO Planning Funds, \$16,872  
 ODOT Match for FHWA-PL funds, \$1,931  
 FTA 5303 Metropolitan Planning Funds, \$4,885  
 RVMPO Dues, \$0  
 In-Kind Match, \$0

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 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 MRMPPO 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.

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
- 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*  
**Work Task Budget: \$9,475**  
*FHWA MPO Planning Funds, \$6,749*  
*ODOT Match for FHWA-PL funds, \$772*  
*FTA 5303 Metropolitan Planning Funds, \$1,954*  
*RVMPO Dues, \$0*  
*In-Kind Match, \$0*

This task implements RVMPO Public Participation Plan, updated in August of 2018, 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 about locations and numbers of target populations has become a reference for RVMPO project funding decisions. In evaluating project applications, RVMPO considers impacts on EJ populations as identified in the Plan. Therefore it is important for the plan to contain up to date information. For FY2020, this task will maintain the Public Participation Plan and Title VI/EJ Plan.

This task also maintains 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:*

- Update to the Environmental Justice and Title VI Plan, August 2018
- 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, USDOT

## 5.0 Transit Coordination

**Budget:** \$138,154

**Funding Source:** *FHWA MPO Planning Funds, \$20,247*  
*ODOT Match for FHWA-PL funds, \$2,317*  
*FTA 5303 Metropolitan Planning Funds, \$90,862*  
*RVTD Funding Match, \$24,729*

**Description:** This task involves coordination with RVTD on the update of their Transit Master Plan, assisting with the development of their Safety Action Plan, as well as providing RVTD with \$85,000 in 5303 planning funds towards their Bus Priority Signal System Implementation Plan.

**Objectives:** To provide planning assistance when and where needed on the ongoing tasks undertaken by RVTD

**Subtask 5.1** *Transit Planning Assistance*  
**Work Task Budget: \$18,950**  
*FHWA MPO Planning Funds, \$13,948*  
*ODOT Match for FHWA-PL funds, \$1,545*  
*FTA 5303 Metropolitan Planning Funds, \$3,908*  
*RVMPD Dues, \$0*  
*In-Kind Match, \$0*

This task is to assist the Rogue Valley Transit District with transit planning including wrapping up the RVTD's Transit Master Plan.

*Deliverables:*

- Technical memos as defined in the Scope of work which include review of existing plans and programs of local governments and how they may or may not pertain to transit operations.

*Timeframe:* July – June

*Lead Agency:* RVCOG & RVTD

**Subtask 5.2** *Safety Action Plan Assistance*  
**Work Task Budget: \$24,475**  
*FHWA MPO Planning Funds, \$6,749*  
*ODOT Match for FHWA-PL funds, \$772*  
*FTA 5303 Metropolitan Planning Funds, \$1,954*  
*RVMPD Dues, \$0*  
*Local Match, \$15,000*

This task is included in the UPWP for complete transparency. RVTB will be providing funding to cover the cost of the Safety Action Plan that is required by the Federal Transit Administration.

*Deliverables:*

- Safety Action Plan.

*Timeframe:* July – June

*Lead Agency:* ODOT & RVTB

**Subtask 5.3** *Funding Assistance for Transit Signal Priority Plan*

**Work Task Budget: \$294,729**

***FHWA MPO Planning Funds, \$0***

***ODOT Match for FHWA-PL funds, \$0***

***FTA 5303 Metropolitan Planning Funds, \$85,000***

***RVMPD Dues, \$0***

***Local Match, \$9,729***

The RVMPD has provided to RVTB \$85,000 in carry-over FTA Sec. 5303 funds which RVTB has agreed to match to the amount of \$9,729. RVTB intends to pursue an implementation plan for an identified Transit Signal Priority System

*Deliverables:*

- Transit Signal Priority System Implementation Plan.

*Timeframe:* July – June

*Lead Agency:* RVTB



**Figure 3: Summary RVMPO 2019-20 Budget – Transportation Planning Funds by Source &**

| RVMPO FY 2019-20 UPWP BUDGET                                |                                   |                    |                  |                    |                 |                                   |                     |
|---|-----------------------------------|--------------------|------------------|--------------------|-----------------|-----------------------------------|---------------------|
| Transportation Planning Funds by Source and Activity        |                                   |                    |                  |                    |                 |                                   |                     |
|   | FHWA MPO<br>Planning Funds<br>(1) | State Match<br>(1) | FTA 5303<br>(2)  | Local Match<br>(2) | MPO Dues<br>(3) | Region 3<br>Planning<br>Funds (4) | Total Budget<br>(5) |
| <b>Work Tasks</b>   |                                   |                    |                  |                    |                 |                                   |                     |
| <b>1. Program Management (150)</b>                          |                                   |                    |                  |                    |                 |                                   |                     |
| 1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.          | \$172,095                         | \$19,697           | \$49,823         | \$0.0              | \$28,981        | \$0                               | \$270,596           |
| 1.2 UPWP Development & UPWP Progress                        | \$6,749                           | \$772              | \$1,954          | \$0.0              | \$0.0           | \$0                               | \$9,475             |
| 1.3 Public Education and Involvement Program                | \$13,498                          | \$1,545            | \$3,908          | \$0.0              | \$0.0           | \$0                               | \$18,950            |
| Totals  | \$192,342                         | \$22,014           | \$55,684         | \$0                | \$28,981        | \$0                               | \$299,022           |
| <b>2. Short Range Planning (122)</b>                        |                                   |                    |                  |                    |                 |                                   |                     |
| 2.1 TIP Activities (701)                                    | \$23,621                          | \$2,704            | \$6,838          | \$0.0              | \$0.0           | \$0                               | \$33,163            |
| 2.2 STBG & CMAQ Project Funds Management (702)              | \$20,247                          | \$2,317            | \$5,862          | \$0.0              | \$0.0           | \$0                               | \$28,425            |
| 2.3 Local Jurisdiction Technical Assistance (723)           | \$10,123                          | \$1,159            | \$2,931          | \$0.0              | \$0.0           | \$0                               | \$14,213            |
| 2.4 Air Quality Conformity (704)                            | \$13,498                          | \$1,545            | \$3,908          | \$0.0              | \$0.0           | \$0                               | \$18,950            |
| 2.5 State and Federal Partner Coordination (725)            | \$16,872                          | \$1,931            | \$4,885          | \$0.0              | \$0.0           | \$0                               | \$23,688            |
| Totals  | \$84,361                          | \$9,655            | \$24,423         | \$0                | \$0             | \$0                               | \$118,439           |
| <b>3. Long Range Planning (131)</b>                         |                                   |                    |                  |                    |                 |                                   |                     |
| 3.1 ITS Operations & Implementation Plan Coordination (705) | \$3,374                           | \$386              | \$977            | \$0.0              | \$0.0           | \$0                               | \$4,738             |
| 3.2 RTP Implementation (706)                                | \$13,498                          | \$1,545            | \$3,908          | \$0.0              | \$0.0           | \$0                               | \$18,950            |
| Totals  | \$16,872                          | \$1,931            | \$4,885          | \$0                | \$0             | \$0                               | \$23,688            |
| <b>4. Data Development (137)</b>                            |                                   |                    |                  |                    |                 |                                   |                     |
| 4.1 Research & Analysis Program (709)                       | \$16,872                          | \$1,931            | \$4,885          | \$0.0              | \$0.0           | \$0                               | \$23,688            |
| 4.2 Data collection/analysis for Title VI & EJ (710)        | \$6,749                           | \$772              | \$1,954          | \$0.0              | \$0.0           | \$0                               | \$9,475             |
| Totals  | \$23,621                          | \$2,704            | \$6,838          | \$0                | \$0             | \$0                               | \$33,163            |
| <b>5. Transit (160)</b>                                     |                                   |                    |                  |                    |                 |                                   |                     |
| 5.1 Transit Planning Assistance to RVTD                     | \$13,498                          | \$1,545            | \$3,908          | \$0.0              | \$0             | \$0                               | \$18,950            |
| 5.2 Safety Action Plan Assistance                           | \$6,749                           | \$772              | \$1,954          | \$15,000           |                 |                                   | \$24,475            |
| 5.3 Funding Assistance for Transit Signal Priority System   | \$0                               | \$0                | \$85,000         | \$9,729            |                 |                                   | \$94,729            |
| Totals  | \$20,247                          | \$2,317            | \$90,862         | \$24,729           | \$0             | \$0                               | \$138,154           |
| <b>Totals</b>   | <b>\$337,442</b>                  | <b>\$38,622</b>    | <b>\$182,692</b> | <b>\$24,729</b>    | <b>\$28,981</b> | <b>\$0</b>                        | <b>\$612,465</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: \$337,442; Oregon Match: \$38,622 for a Total of \$316,888 for FY 2019-20.

(2) FTA Section 5303 funds are provided for metropolitan planning activities. Total 2019-20 allocation consists of 89.73% federal (\$97,692) and a required local share equating to at least 10.27% of the amount. This FY the RVTD is providing \$15,000 for a total of \$112,692. RVTD is also providing local match for an additional \$85,000 in FTA 5303 funds equating to \$9,729.

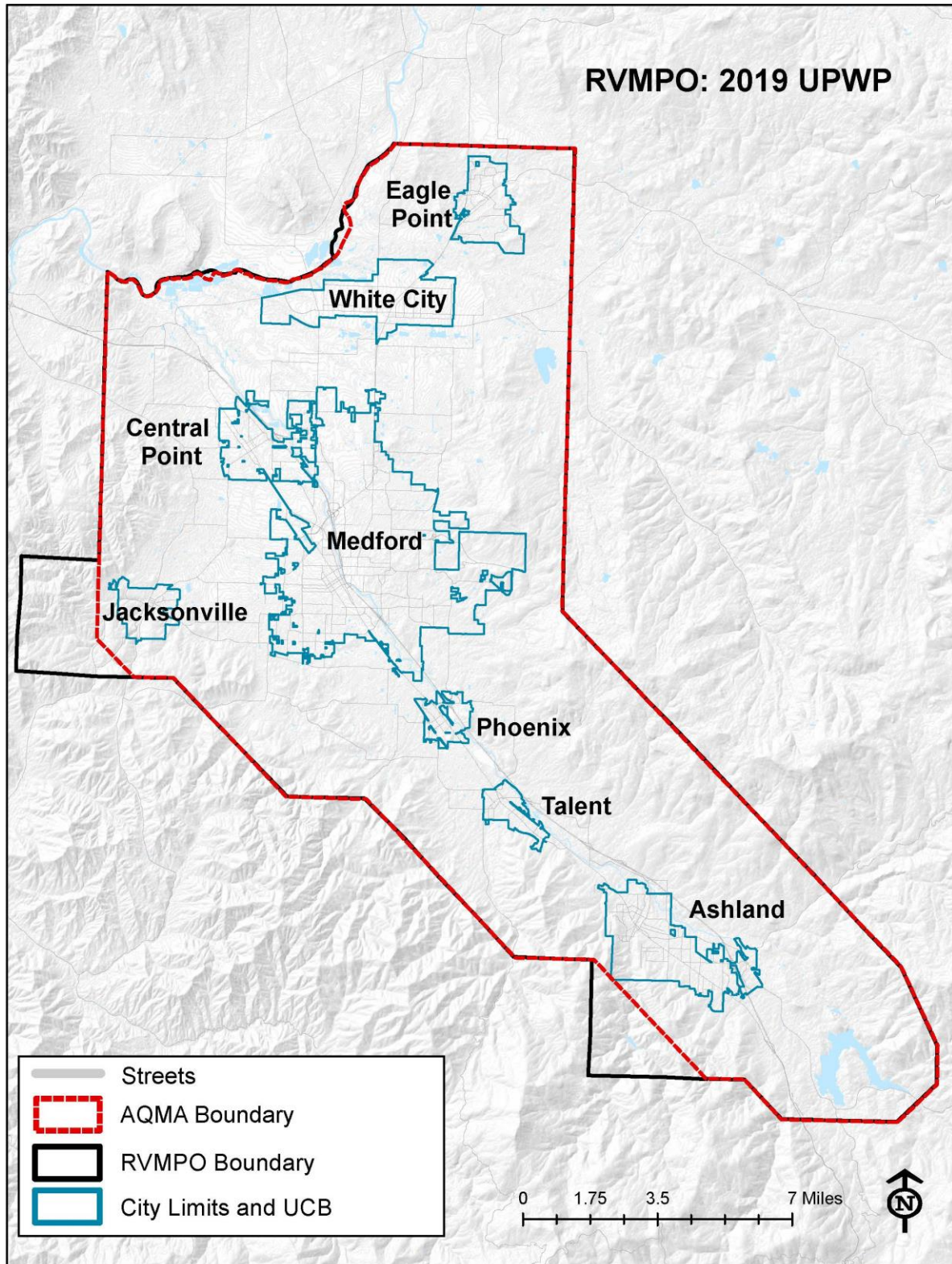
(3) MPO annual dues are paid by MPO member jurisdictions: Ashland, Talent, Jacksonville, Eagle Point, Medford, Central Point, Phoenix, Jackson County.

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

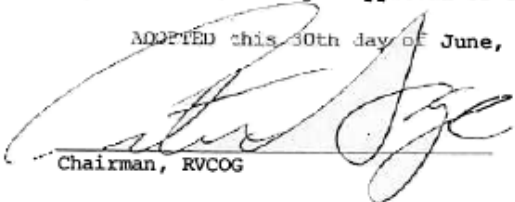
WHEREAS, the ROGUE VALLEY COUNCIL OF GOVERNMENTS is the appropriate agency to coordinate and perform areawide planning functions within the urbanized area;

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

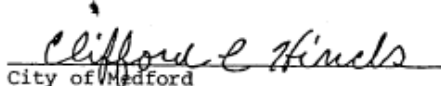
That it is willing to assume the role and responsibilities of a Metropolitan Planning Organization (MPO) for the Greater Medford urbanized area, as designated by the Governor, PROVIDED that the financial resources needed to carry out such a role and responsibilities are available and contributed by all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

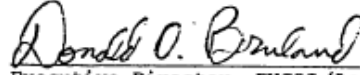
That the Executive Director of RVCOG be authorized to execute the necessary contracts and memorandums of understanding with the State upon completion of legal reviews, and upon approval of the Council.


ADOPTED this 30th day of June, 1982.

  
Chairman, RVCOG

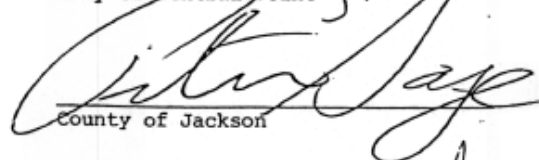
ATTEST:

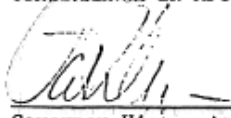
  
Clifford E. Hinds  
City of Medford

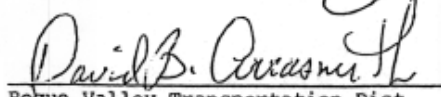
  
Donald O. Bruland  
Executive Director, RVCOG (Acting)

  
Paul Holding  
City of Central Point

CONCURRENCE IN MPO DESIGNATION:

  
County of Jackson

  
Governor Victor Atiyeh  
State of Oregon

  
David B. Carrasner  
Rogue Valley Transportation Dist.

7-27-82

## **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 FY2019-20. 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, Exit 30 IAMP                         | Develop interchange plan and protection policies for future interchange | \$115,000               | State Planning & Research (Federal) | April 2019                | June 2021                  |
| Region 3 ITS Plan                         | Develop Region 3 ITS Plan for Jackson, Josephine, Douglas, Coos, Curry  | \$80,000                | State Planning & Research (Federal) | August 2019               | August 2020                |
| Hwy 62 Bypass Unit 4: Goal Exceptions     | Goal Exceptions for Hwy 62 Bypass project                               | \$35,000                | State Planning & Research (Federal) | November 2018             | September 2019             |
| RVTD Master Plan Update                   | Update to the Rogue Valley Transit District Master Plan                 | \$100,000               | State Planning & Research (Federal) | August 2017               | September 2019             |
| Jackson County Active Transportation Plan | Development of Jackson County's Active Transportation Plan              | \$10,000                | State Planning & Research (Federal) | March 2018                | September 2019             |

\*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 will continue the development of their Transit Master Plan which is funded, in part, by the Oregon Department of Transportation. The RVMCOG staff will assist with this effort. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*