



SUMMARY MINUTES
Rogue Valley Metropolitan Planning Organization
Technical Advisory Committee

June 8, 2016

The following people were in attendance:

RVMPO Technical Advisory Committee

Voting Members in Attendance:

Mike Kuntz	Jackson County
Alex Georgevitch	City of Medford
Jon Sullivan, Vice Chairman	RVTD
Josh LeBombard	DLCD
John Adam	Medford
Robert Miller	City of Eagle Point
Paige Townsend	RVTD
Tom Humphrey	City of Central Point
Ian Horlacher	ODOT
Matt Brinkley	Phoenix
Kelli Sparkman	ODOT

RVCOG Staff

Dan Moore, Bunny Lincoln, Ryan MacLaren, Dick Converse, Andrea Napoli.

1. Call to Order / Introductions

The Chairman called the meeting to order at 1:35 p.m. Those present introduced themselves.

2. Review / Approve Minutes

The Chairman asked committee members if there were any additions or corrections to the April, 2016 meeting minutes.

On a motion by Alex Georgevitch, seconded by Paige Townsend, the April, 2016 minutes were approved as presented by unanimous voice vote.

3. Public Comment

No public comment was forthcoming.

Action Items:

4. Regional Plan/Transportation Improvement Program (TIP) Amendment

Ryan MacLaren shared that the TAC is being asked to make recommendations to the Policy Committee on the proposed RTP/TIP amendments. The 21-day public comment period and public hearing will be advertised on or before June 7th in the Medford Tribune and available on the RVMPO website. Amendments include:

A. Amendment to RTP & TIP: Stevens Road - East Main Street to Palima Drive (KN19230)

Description: Advance construction phase from FFY 2018 to FFY 2017.

Total (all sources) = \$2,715,414.

Rob Miller expressed concern about future availability of CMAQ funding. Kelly Sparkman recommended tabling the project until more funding information is known. Future scenarios are also somewhat unclear. Eagle Point was comfortable with withdrawing this request at the present time.

B. Add New Project to RTP & TIP: RVMPO Planning (KN)

Description: RVMPO planning funds.

Planning	Design
Land Purchase	Utility Relocate
Construction	2017 Other
Total (all sources) = \$293,523	

C. Add New Project to RTP & TIP: RVMPO FTA 5303 (KN)

Description: RVMPO FTA 5303 funds.

Planning	Design
Land Purchase	Utility Relocate
Construction	
2017 Other	\$ 83,738 \$ 9,584 Local \$ 93,322 \$ 93,322
Total FFY15-18 \$ 83,738 \$ 9,584	
Total (all sources) = \$ 93,322	

On a motion by Alex Georgevitch, seconded by John Adam, New Project to RTP & TIP: RVMPO Planning (KN) Description: RVMPO FTA 5303 funds were unanimously recommended for Policy Committee approval.

On a motion by Alex Georgevitch, seconded by Tom Humphrey, Add New Project to RTP & TIP: RVMPO FTA 5303 (KN) Description: RVMPO FTA 5303 funds were unanimously recommended for Policy Committee approval.

5. Congestion Mitigation & Air Quality (CMAQ)/Surface Transportation (STP) Project

Andrea Napoli presented materials on the updated project selection process for the Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds and the schedule for the 2018-21 TIP development. The tentative deadline for project applications is September 2, 2016.

The TAC briefly discussed the Alternative Measures “weigh in” process, and voiced the opinion that the issue should be handled by the Policy Committee. The adopted RTP has not been revised to cover this. Paige Townsend said RVTD hasn’t done their analysis, and they view the current Alternative Measures as being applicable at this time, RVTD is working on securing sustainable transit funding through several sources. Kelli Sparkman favored leaving the current figures as projected. Alex Georgevitch said that Medford will submit ten projects. He felt that STBG funds should be left as presented, but asterisked and left out of the calculations because the figures may change. He also felt it was odd to be asking for CMAQ project applications when funding amounts are unclear.

Staff is creating the draft 2017-21 TIP, and now is the time to submit projects. The concept of amending the TIP to wait for specific funding was brought up. Agencies draft projects to fit the available funding. The Chairman asked staff what was mandated to meet the 2017-21 programs.

The next funding solicitation will occur in two (2) years.

The TAC is being asked to concur with the project application deadline, and to review and revise the draft project application, scoring matrix and other associated materials as deemed necessary.

The TAC members held a discussion on the mechanics, timing deadlines and feasibility of shifting the application process further out than the current schedule.

Alex Georgevitch said that there should be a minimum amount set for **construction** project applications involving federal funding. The Committee concurred that \$500,000 was a suitable amount. Staff will add that information to the packets, and check the document bullets for redundancy.

The draft application materials included:

- **Purpose – Including funding availability.** Alternative Measures have not been analyzed yet, but are still in place.
- **Application Checklist**
- **Schedule**
- **Application Process**

Project applications will be reviewed in a three-step process prior to consideration by the Policy Committee:

Step 1: Determine Project Funding Eligibility.

Each fund source has a set of qualification rules, which are described below. Applicants should review rules and may consult with RVMPO staff to determine eligibility prior to filling out an application. Applications will be reviewed by RVMPO staff in consultation with FHWA and ODOT to determine initial eligibility. Information provided by applicant must be sufficient to enable staff to determine initial eligibility; the application is designed to provide necessary information.

Step 2: Initial Project Evaluation.

This step also will be conducted by RVMPO staff, using the *Goals and Project Funding Criteria* table on page 10 of the application packet. Staff will evaluate candidate projects based on the extent to which they would contribute to meeting RVMPO goals, the goals of the Regional Transportation Plan and federal planning requirements, as summarized in the Funding Criteria table.

Step 3: RVMPO Committee and Public Review.

RVMPO advisory committees (Technical Advisory Committee, Public Advisory Council) in public meetings will review and discuss applications and staff evaluations, consider comments from applicants and the public, and make funding recommendations to the Policy Committee. Recommendations and comments from the advisory committees and public will be forwarded to the Policy Committee at its public meeting to make tentative funding decisions. Those decisions will go into the draft 2018-2021 MTIP, and be subject to a public hearing by the Policy Committee.

- **Qualifying for Federal Funds**
- **Surface Transportation Block Grant (STBG) Congestion Mitigation and Air Quality (CMAQ) Program**
- **Application Instructions – by Section** (Andrea Napoli explained the changes to the RVMPO Evaluation Measures – Goals & Project Funding Criteria, and TAC members pointed out some additional language needing to be refined.)
- **Applicant and Project Information**
- **Cost Estimate and Funding Requested Project Evaluation Criteria**
- **Project Funding Application**

Staff will report to the Policy Committee that the TAC recommends waiting to move forward until CMAQ funding amounts are known.

6. Central Point Conceptual Land Use & Transportation Plan (CP-3)

Tom Humphrey shared Central Point's Conceptual Transportation and Land Use Plan for its Future Growth Area CP-3, identified as an Urban Reserve in the Greater Bear Creek Valley Regional Plan. The Performance Indicators in the Plan require Central Point to collaborate with the RVMPO in preparing the Conceptual Plan. The Planners group monitoring implementation of the Regional Plan determined that the TAC is the appropriate body to consider the plan. The RVMPO Planning Program Manager will communicate the TAC decision to the Policy Committee.

The concept plan is a general guide for future UGB expansions.

Mr. Humphrey went over the gross acreage, Transportation plans and Implementation Guidelines. Jackson County, ODOT and the Naumes Company own the 36 acres in CP-3. Part of the land is subject to flood a plain designation. A map of the Eastside TOD was included. The City may seek to enlarge the TOD to include CP-3. Several transportation and zoning scenarios were shown, along with a series of conclusions and maps. Several Bear Creek Greenway access scenarios were discussed. The TAC members offered comments on current transportation issues, as related to current congestion and future road configurations. Penninger Lane was a particular concern.

Dick Converse will draft a letter for the Policy Committee.

Discussion Items:

7. CMAQ Funding Issues

Dan Moore shared information about the changes to the CMAQ funding eligible jurisdictions, ODOT recently updated the RVMPO CMAQ-funded project balance spreadsheet and it shows that the RVMPO will have a deficit of approximately \$682,000 by FY 2018. Mr. Moore is working with ODOT to identify the reason for this deficit. It appears that the RVMPO did not receive anticipated allotments of CMAQ funds (see Table 1). Table 1 lists, by year, the amounts of CMAQ funds programmed by the RVMPO and then allocated to local projects approved by the Policy Committee. RVMPO CMAQ allocations from the 15-18 STIP were also included. There are no entries for FYs 2016, 2017 & 2018. Documents show that fewer funds were allocated to the RVMPO than those shown for FYs 14 & 15. Mr. Moore asked ODOT to verify the CMAQ allocations for the RVMPO for FYs 16, 17 & 18. ODOT's guidance at this point is to go ahead with the programmed CMAQ projects through 2018 and reduce the 2019, 2020 and 2021 CMAQ allocations by \$682,216.

A. FHWA recently confirmed that Salem and Eugene are now eligible for CMAQ funds. This will require an update to the current funding formula. ODOT provided an example of what the new allocation could look like. Under the scenario, the RVMPO's CMAQ funds would go from \$2,465,053/year to \$1,307,833/year. The ODOT will provide more details for discussion.

B. ODOT recently updated the RVMPO CMAQ-funded project balance spreadsheet and it shows a deficit of \$682,216 by 2018. This is due to the RVMPO not receiving anticipated CMAQ funding allotments.

Mr. Moore went over the makeup of the Advisory Committee.

Other materials provided for the Committee included:

- Email Memo: Mac McGregor, ODOT CMAQ Funding Allocation Update;
- Memo: RVMPO CMAQ Funding – Allocation Shortfalls;
- Excel Spreadsheets: CMAQ Funding for RVMPO 3-31-16 & CMAQ Funding for RVMPO 3-31-16 with Cuts.

7. MPO Planning Update

- The consultants have just completed the category figures that will go into the TPAU model. A working RTP will be available in November.
- Staff is looking at ways to encourage attendance at the TAC meetings in order to assure that a quorum is present. Staff will create a letter to be sent to the general TAC membership by the Chairman.
- A request has been received to provide some Ashland residents with more information on the proposed Nevada Street extension and bridge.

8. Public Comment

None received.

9. Other Business / Local Business

- **RVD Saturday service returns on July 9, 2016**

10. Adjournment

The meeting was adjourned at 3: p.m.

Scheduled Meetings:

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| • RVMPO TAC | July 13, 2016 | 1:30 PM |
| • RVMPO Policy | June 28 ,2016 | 2:00 PM |
| • RVMPO PAC | July 19, 2016 | 5:30 PM |