



SUMMARY MINUTES
Rogue Valley Metropolitan Planning Organization
Technical Advisory Committee

February 8, 2017

The following people were in attendance:

RVMPO Technical Advisory Committee

Voting Members in Attendance:

Mike Kuntz, Chairman	Jackson County
John Vial for Kelly Madding	Jackson County
Paige Townsend	RVTD
Mike Upston	Eagle Point
Ian Horlacher	ODOT
Jamie McLeod	Phoenix
Alex Georgevitch	Medford
Josh LeBombard	DLCD
Tom Humphrey	Central Point
Kyle Kearns	Medford

Others

Mike Montero	Montero & Assoc.
Jasmine Harris	Federal Highways

RVCOG Staff

Karl Welzenbach, Dan Moore, Ryan MacLaren, and Bunny Lincoln

1. Call to Order / Introductions

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

2. Review/Approve Minutes

On a motion by Tom Humphrey seconded by Alex Horlacher, the minutes of the January 11th meeting were tabled until the March meeting to allow for the tape to be reviewed and edits made.

3. Public Comment - None.

Action Items:

4. Election of 2017 Chair & Vice Chair

Chairman –

On a motion by Tom Humphrey, seconded Ian Horlacher, Jon Sullivan was nominated to be the 2017 Chairman.

After discussion on whether Mr. Sullivan was interested in the Chairmanship the motion was defeated on a raised hands vote.

Chairman –

On a motion by Paige Townsend, seconded by Mike Upston, the Committee unanimously elected Mike Kuntz as 2017 TAC Chairman. John Sullivan was unanimously elected as 2017 TAC Vice Chairman. The motion passed unanimously.

5. Proposed RVMPO Dues / Review Draft Work Plan 2016-2017

Staff proposed maintaining the dues formula and rate that was approved by the Policy Committee in December 2013. The rate, \$0.16 per capita, would generate a total of \$28,104 for the 2017-18 fiscal year. Table 1, below, summarizes population and proposed dues for each jurisdiction. Population estimates are certified July 1, 2016 from Portland State University.

Table 1 – MRMPO Proposed 2017-18 Dues

Jurisdiction	Population	Dues/Capita	Proposed FY 2017-18 Dues	FY 2016 Dues	Dues Change
Ashland	20,620	\$.16	\$3,299	\$3,265	\$34
Central Point	17,685	\$.16	\$2,814	\$2,798	\$16
Eagle Point	8,765	\$.16	\$1,402	\$1,391	\$11
Jacksonville	2,920	\$.16	\$467	\$461	\$6
Medford	78,500	\$.16	\$12,560	\$12,425	\$135
Phoenix	4,585	\$.16	\$734	\$724	\$0
Talent	6,305	\$.16	\$1,009	\$1,003	\$6
Jackson County	36,367	\$.16	\$5,819	\$5,738	\$81
Total	175,647		\$9,656	\$8,388	\$289

All population estimates are Portland State University certified July, 2016

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 MPO’s and the West Coast Corridor Coalition. Dues can also be used to supplement the MPO’s planning budget. Table 2 summarizes anticipated use of FY2018 member dues.

Table 2. – Dues Estimates

Policy Committee Dues, Travel; state, regional national	\$11,241.41
UWPW Work Activities Support	\$16,862.11
Total	\$28,103.52

Karl Welzenbach also presented the draft 2017-18 UPWP to the Committee, asking for them to provide suggestions and comments to the Staff before it is finalized. He also stated that he would be happy to modify **Table 1** to create additional categories, including two lines for carryovers.

Attachment #3 included Table 1 - RVMPO FY 2018 UPWP Budget – Transportation Planning Funds by Source & Activity

Table 2 - 2016 UPWP Status, 2017-18 - Proposed Program Activity

The draft UPWP will be submitted for review by federal and state planning partners (Federal Highway Administration, Federal Transit Administration and ODOT). Staff is asking jurisdictions, to suggest changes to the draft UPWP, which could be incorporated into a final draft for public hearing in April.

On a motion by Mike Upston, seconded by Tom Humphrey, the proposed RVMPO Dues/Review Draft Work Plan 2016-2017 were recommended for approval by the Policy Committee.

Alex Georgevitch mentioned his ongoing concern that perhaps the dues should be indexed or raised to create a reserve. Dan Moore shared that there is a reserve, although it is not shown in the UPWP. It is included in the RVCOG budget. The UPWP budget is also part of the RVCOG budget. Mr. Moore again shared that there is a dues carryover/reserve. Mr. Welzenbach offered to make a presentation on this issue at a future meeting, after the COG financial system revamp is completed.

The motion passed voice vote. ODOT abstained.

Information Item(s):

6. Review of Draft 2017-42 RTP & 2018-21 TIP Project Lists

Dan Moore presented the final draft of the 2017-42 RTP, and the 2018-21 TIP project lists were presented for TAC review before being included in the draft documents for adoption in March, 2017. Short, medium and long range (2017-42 RTP) projects, Tier 2 (2017-42) projects, and 2018-21 TIP projects were presented in spreadsheets for each jurisdiction/agency. (**Agenda attachment #4.**) Several columns will be added to the spreadsheets showing Federal funds allocated to the RTP projects. He then went through the spreadsheet to entertain any comments/questions:

- **Ashland** – no comments offered
- **Central Point:**

John Vial asked about the project at East Pine & Hamrick (Costco). Tom Humphrey explained the project details. No federal funds will be used, the project is not regionally significant by definition, and no capacity will be added. Therefore and the project will be exempt from conformity requirements, and is not federally required to be in the RTP. Signalization will be modified at a later date. Karl Welzenbach said that the Costco information was not part of the RTP base, and is only using local funds. Any intersection improvements associated with Costco are not an issue at this time.

General Comment: Ian Horlacher spoke on behalf of ODOT expressing the hope that better project coordination consistency can be reached between ODOT and local jurisdictions in the future.

- **Eagle Point:** Ian Horlacher commented that Stevens Road (#330) is categorized differently (arterial Vs collector) in the RTP and TSP. Projects # 347-351 are in the RTP, but not in the TSP, nor shown to be financially constrained. Mike Upston said that the City plans on updating the TSP to correct the Stevens Road discrepancy. Mr. Horlacher will send an email to Robert Miller about resolving the issues with Projects #347-351.

General Comment(s): Alex Georgevitch mentioned the funding deficit in some of the projects and asked why there were. Dan Moore shared that this goes back to the 2013 RTP and the process that was used to constrain the projects in order to constrain the entire Plan, and that federal funds would be used to put projects into the Plan so that they would be ready when funds did become available. Mr. Georgevitch said that this concerned him. Mr. Welzenbach shared that funding pre-allocation is not legal, but that that

existing listing method does not meet the definition of pre-allocation. Staff and Committee members discussed the funding, deficits and how the project list was balanced over the short, medium and long range designations. Mr. Welzenbach also shared that there were extra dollars left “on the table”, and that new projects should be submitted because it was easier to remove a project from the list, than to try to add one later. He also explained that the first ten years in a Plan are the most important because updates, etc. occur several times within that time frame. Federal rules call for project identification over 25 years, and that money is available to cover their costs. Future dollars cannot be spent in advance of the year in which they are listed in the Plan. John Vial asked how a ten year, fiscally constrained list could effectively be created. Tom Humphrey said that is why TSPs are so critical for selecting projects to be forwarded to the MPO. Dan Moore gave an explanation for the previous MPO processes used to update the RTP. Frustration was expressed on the “educated guess” factor involved in creating a 25 year Plan.

John Vial asked if Staff could create some sort guidelines to assist those involved in the project list creation. In order to bring the discussion to an end, it was suggested that a series of additional discussions (in a workshop format) might be warranted to review and refine the current system. Mr. Welzenbach said that he would be happy to share how others manage this process.

Jamie McLeod said that she appreciated the regional needs approach, and that she felt there was a lot of value in considering the broader perspective.

Mr. Moore will take out the individual federal allocations, and summarize them at the end of the list as short, medium and long range summary figures.

In response to a question from John Vial, it was explained that the “funds available” numbers came from the individual jurisdictions. Alex Georgevitch talked about how Medford reached its figures, including its \$10 million loan, operations and improvement projects using street utility fees.

Jasmine Harris (FHWA) said that the fiscal constraint methodology on the part of the MPOs is not always clear, and the importance of her agency being able to easily verify “fiscal constraint” Dan Moore said that every RTP since 1997 every RTP has been fiscally constrained, making the discussion somewhat ridiculous. He went on to explain in more detail how Staff has created the spreadsheets for the process during each update.

Ms. Harris commented on how Metro and other MPO are working to better demonstrate fiscal constraints, and how the FHWA reviews their plans.

Staff asked that comments/changes to listed projects be turned in by close of business on Monday, Feb. 13th. The Policy Committee will conduct the public hearing on March 28th.

Alex Georgevitch asked if a notation could be made to explain that Medford’s TPS is near completion, and the project list will be completed in the next funding cycle. Dan Moore will add it to the master list.

Paige Townsend will provide Staff with some changes to be made to the list on behalf of RVTD.

On a motion by Tom Humphrey, seconded by Alex Georgevitch, the Committee recommended Policy Committee approval of the RTP/TIP as presented, with modifications made at the meeting, and further input provided by jurisdiction staff, not adding projects unless they are exempt and do not require future analysis or modeling. The motion passed by majority, with Ian Horlacher voting nay.

ODOT Comments: Ian Horlacher stressed that consistency between regional and local documents was still a big issue affecting multiple jurisdictions. After the adoption of the RTP, the RTP or some local TSPs may need to be amended to provide consistency and financial constraint. Notice will need to be made to DLCDD within the first 30 days after the RTP adoption. The actual tier changes being made will determine whether the MPO or local jurisdiction will be making the amendment(s) to meet compliance requirements. ODOT and DLCDD will send comment letters to the MPO. The changes must be made within a year.

Jamie McLeod received some procedural clarifications with respect to Phoenix' UBG expansion process, and changes that are anticipated to accompany it.

ODOT will cover any costs that the MPO cannot meet for required modeling and air quality conformity.

Mr. Welzenbach said that, as local TSPs are developed, jurisdictions may anticipate a certain amount of federal funding to be available. Added projects may require additional modeling. Exempt projects, will not have to meet this standard.

7. Review of Draft 2017-42 RTP & 2018-21 TIP AQCD.

The RVMPO TAC is designated as the Standing Committee for the Air Quality Maintenance Area (AQMA). The TAC was asked to review and comment on the draft RVMPO 2017 Air Quality Conformity Determination (AQCD) for the RVMPO 2017-42 RTP and 2018-21TIP.

Dan Moore shared that the Analysis shows that the Conformity and went over agency comments offered by FHWA, EPA, ODOT and TPAU.

The full draft is available online at http://rvcog.org/FTP2017%20AQCD/2017-RVMPO-AQCD_Draft.pdf

Comments on the draft may be made up until the day before the **March 28th** public hearing.

8. MPO Planning Update

- The CMAQ

9. Public Comments:

10. Other Business / Local Business

- Paige Townsend will sit on the national Young Transit Leaders, and is the only west coast representative.
- The JACO TSP goes before the JACO Commissioners on Feb. 22nd at 1:30 p.m.
- Medford is having its first UBG expansion hearing at 9:00 a.m. on Feb. 9th.

11. Adjournment

The meeting was adjourned at 4:00 p.m.

Scheduled Meetings:

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| • RVMPO TAC | Wed., March. 8, 2017 | 1:30 PM |
| • RVMPO Policy | Tues., Feb. 28, 2017 | 2:00 PM |
| • RVMPO PAC | Tues., March 21, 2017 | 5:30 PM |