

# AGENDA

## Rogue Valley Metropolitan Planning Organization Technical Advisory Committee



**Date:** *Wednesday, August 14, 2019*

**Time:** *1:30 p.m.*

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


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

<b>1</b>	<b>Call to Order / Introductions / Review Agenda</b>	<b>Tom Humphrey, Chair</b>
<b>2</b>	<b>Recognition by the Chair</b> <ul style="list-style-type: none"> <li>• <i>RVTD Wins Best Overall Marketing Campaign Award from Association for Commuter Transportation</i></li> </ul> <p style="text-align: center;">— <a href="#">Program Brochure</a></p>	<b>Chair</b>
<b>3</b>	<b>Review / Approve Minutes</b>	<b>Chair</b>
<i>Attachment</i>	#1   <a href="#">RVMPO TAC Draft Minutes 07102019</a>	
<b>Action Items</b>		
<b>4</b>	<b>Project Selection Criteria for Bike/Ped</b>	<b>Karl Welzenbach</b>
<i>Background</i>	Staff is suggesting that the TAC adopt the selection criteria for bicycle/pedestrian projects that the RVMPO has been developing over the last four months. Staff has incorporated the bike/ped criteria into the existing application as directed by the TAC at last month's meeting.	
<i>Attachment</i>	#2   <a href="#">Application with new criteria incorporated</a>	
<i>Action Requested</i>	Staff is seeking input from the TAC as to what they want to recommend to the Policy Committee.	

Discussion Items		
5	<b>Discussion on specific Policy on project applications and completions</b>	<b>Karl Welzenbach</b>
<i>Background</i>	At last month's TAC meeting there was discussion about the possible need for a Policy to be established regarding the actualities/differences between project applications and the projects as completed. Additionally, members of the TAC suggested that the "substitution policy" might need a new revision. Staff is seeking further guidance from the TAC on what the proposed policy should entail/include. Staff has provided a straw man for the TAC to revise/edit as they see fit.	
<i>Attachment</i>	#3   <a href="#">Suggested Policies</a>	
6	<b>Public Comment</b>	<b>Chair</b>
Regular Updates		
7	<b>MPO Planning Update</b> — Oregon Household Activity Survey	<b>Karl Welzenbach</b>
8	<b>Updates on Currently Active RVMPO Projects</b>	<b>TAC Members</b>
<i>Attachment</i>	#4   <a href="#">Tracking Spreadsheet for Currently Active RVMPO Projects</a>	
9	<b>Other Business / Local Business</b> Opportunity for RVMPO member jurisdictions to talk about transportation planning projects.	<b>Chair</b>
10	<b>Adjournment</b>	<b>Chair</b>

- The next RVMPO TAC meeting will be **Wednesday, September 11**, at 1:30 p.m. in the Jefferson Conference Room, RVCOG, Central Point.
- The next RVMPO Policy Committee meeting will be **Tuesday, August 27**, at 2:00 p.m. in the Jefferson Conference Room, RVCOG, Central Point.
- The next RVMPO PAC meeting is scheduled for **Tuesday, September 17**, 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.

<p><b>Summary Minutes</b>  <b>Rogue Valley MPO Technical Advisory Committee</b>  <b>July 10, 2019</b></p>	
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The following attended:

Voting Members	Organization	Phone Number
Alex Georgevitch, <b>Vice Chair</b>	Medford   PW	774-2114
Charles Bennett	Jackson County   PL	774-6115
Dan Roberts	ODOT	774-6383
Ian Horlacher	ODOT	423-1362
Josh LeBombard	DLCD ( <del>quorum</del> )	414-7932
Kyle Kearns	Medford   PL	774-2375
Matt Samitore	Central Point   PW	664-3321 x205
Melissa Lowry	RVTD   PL	608-2448
Mike Kuntz	Jackson County   R&P	774-6228
Paige West	RVTD   PL	608-2429
Robert Miller	Eagle Point   PW	826-4212
Tom Humphrey, <b>Chair</b>	Central Point   PL	423-1025
Alternate Voting Members Present	Organization	Phone Number
Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Ryan MacLaren	RVCOG	423-1338
Rebecca Schexnayder	RVCOG	423-1375
Interested Parties	Organization	Phone Number
Shandell Clark	Jackson County   PL	774-6519

[RVMPO TAC July 10, 2019 Agenda Packet](#)

Full meeting recording: [2019-07-10 RVMPO TAC Meeting Audio](#)

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

1:42p.m. | Committee discussions before quorum was met.

2:02p.m. | *Quorum*: Central Point, Eagle Point, Medford, Jackson County, ODOT, RVTD

**2. Review / Approve Minutes 31:16–32:16**

**31:56** | *Charles Bennett moved to approve the RVMPO TAC June 6, 2019 meeting minutes as presented. Seconded by Mike Kuntz.*

*No further discussion.*

*Motion carried unanimously by voice vote.*

**Action Items**

**3. 2018–2021 RVMPO Transportation Improvement Program (TIP) Amendments 32:17–44:38**

**40:58** | *Mike Kuntz moved to recommend to the Policy Committee approval of the 2018–2021 STIP Rebalance Amendments while requesting that MPO staff provide further details on the projects/funds to the Policy Committee as well as to the TAC—electronically. Seconded by Ian Horlacher.*

**42:30** | *Paige West: Are these funds being transferred to other projects in Region 3 or are they being transferred to other projects outside of Region 3 in the State?*

**42:49** | *Dan Roberts: Everything we rebalanced stayed within our region, some split across districts, but the funds stayed within the Region.*

The TAC requested complete verification that ODOT’s STIP rebalance kept all funds within the region.

*No further discussion.*

*Motion carried unanimously by voice vote.*

**4. Letter of Support for the City of Central Point’s Urban Reserve Area (URA) CP-2B**

**44:39–01:07:56**

**53:39** | *Josh LeBombard moved to recommend to the Policy Committee the approval of the letter of support for Central Point’s URA with language additions in regards to Performance Indicator 2.6, which speaks more precisely to meeting the benchmark targets from the RTP regarding the number of dwelling units and employment to take place in mixed-use pedestrian friendly areas. Seconded by Alex Georgevitch.*

*Further discussion ensued about proximity of transit routes/stops to the proposed URA, CP-2B.*

*Charles Bennett, representing Jackson County Planning, abstained.*

*Motion carried by voice vote.*

## ***Discussion Items***

### **5. Call for Projects for the TIP and Discussion of Project Application Process**

**12:00–31:15, 01:07:57–01:32:55**

During part of this agenda item discussion, TAC members discussed issues relating to applications for project funding and the approval process, specifically regarding the MPO having project oversight after fund exchanges, how IGAs are written, and how closely jurisdictions should have to follow what is in the brief project descriptions of the IGAs.

**24:51** | K. Welzenbach: Should there be a policy from the MPO that even if a project will be fund exchanged or not, that the projects move forward as applied for?

**27:53** | A. Georgevitch: If someone comes in and says we are going to put in very specific facilities and that convinces us to vote for it, there's an expectation that those facilities are going to be built. What if the one-line project description in the ODOT IGA doesn't include that detail.

**28:17** | Mike Kuntz: Can we work with ODOT to say if the MPO approves a project description that that description is to be used in the IGA?

TAC members agreed that further discussion on the above issue was needed and it should be brought back as a formal agenda item next month.

### **6. Bicycle/Pedestrian Project Applications**

*Item #6 was discussed as part of #5.*

### **7. Public Comment**

*No public comment made.*

## ***Regular Updates***

### **8. MPO Planning Update 01:32:56–01:33:58**

### **9. Other Business / Local Business 00:00–12:00, 01:33:59–01:34:20**

### **10. Adjournment**

3:10p.m.

#### *Scheduled Meetings*

RVMPO TAC | August 14, 2019 | 1:30 p.m.

RVMPO Policy Committee | August 27, 2019 | 2:00 p.m.

RVMPO PAC | September 17, 2019 | 5:30 p.m.



**Rogue Valley Metropolitan Planning Organization**

**Project Funding Application:**

Surface Transportation Block Grant (STBG)  
Congestion Mitigation & Air Quality (CMAQ)

Federal Fiscal Years: 2022, 2023, 2024

Applications Due: Friday, Aug. 30, 2019

**Eligibility**

This application is to be used to apply for RVMPO STBG and CMAQ funds. RVMPO will attempt to establish eligibility prior to funding consideration by the Policy Committee. Final eligibility determinations will be made by Federal Highway Administration. Please refer to the instructions for details about information required below.

**Project Readiness**

Federal funds from both programs to be awarded to projects through this solicitation will be available Oct. 1, 2021 (Federal Fiscal Year 2022), Oct. 1, 2022 (FFY 2023), and Oct. 1, 2023 (FFY 2024). This project will be ready to start, with funds available for match (generally 10.27 %) and additional funds necessary to complete project/phase, in **(you must be able to check at least one time frame below to proceed with this application):**

Oct. 1, 2021 (FFY 2022)      Oct. 1, 2022 (FFY 2023)      Oct. 1, 2023 (FFY 2024)

**Maps & Photographs**

As applicable, maps illustrating project location (with termini) and photographs of area (especially illustrating need or deficiency) **are required**. These items along with the information provided below will be used to evaluate the project and will be viewed by the Policy Committee as members make funding decisions.

<b>1. APPLICANT &amp; PROJECT INFORMATION - Fill out this part completely</b>	
<b>Applicant</b> (Must be RVMPO Member)	<b>Partner</b> (if any)
<b>Project Title</b>	
<b>Mode:</b> Roadway                                      Transit                                      Bike/Ped                                      Other	
<b>Project Description:</b> (Include existing conditions, define need, and describe proposed project.) <b>Attach map and photos</b>	
<b>Project Location Detail:</b> (as applicable)	
Street(s) Name (or Nearest Street): _____ • Functional Class: _____	
Cross Streets, Termini: _____ Total Lineal Feet of Grant-Funded Improvement _____	
<b>Is this project included in an existing plan?</b> No                      Yes	
Plan Name, Page #, Project #:	
<b>Staff Contact</b>	Phone & Email:

**2. COST ESTIMATE & FUNDING REQUESTED - Fill out this part completely**

<b>Total Estimated Project Cost:</b> For construction projects, attach RVMPO cost estimator or engineer's stamped estimate						
	Year	Federal Funds Requested		Local Funds*	Other	Total
		STBG	CMAQ			
Project Devel.		\$	\$	\$	\$	\$
Design/Engineer		\$	\$	\$	\$	\$
Right-of- Way		\$	\$	\$	\$	\$
Construction		\$	\$	\$	\$	\$
Other		\$	\$	\$	\$	\$
<b>Total</b>		\$	\$	\$	\$	\$

\*Highly leveraged projects earn higher rating)

<b>Fund Preference-</b> if any	STBG	CMAQ	If preference checked, please explain:
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**For CMAQ Funding:** Describe how the project is CMAQ eligible. For partial CMAQ funding, note which eligible elements of the project are seeking CMAQ funding.  
(Eligibility Guidelines: [https://www.rvmop.org/images/asstd%20misc/ODOT\\_CMAQ\\_Guidelines\\_February2018.pdf](https://www.rvmop.org/images/asstd%20misc/ODOT_CMAQ_Guidelines_February2018.pdf))

**3. PROJECT EVALUATION CRITERIA - Complete as applicable to project**

Applications will be scored according to how well the project fulfills RVMPO goals in the four areas itemized below: **Mobility, Community Vitality & Livability, Transportation Options** and **Resource Conservation**. Evaluation criteria are based on the region's transportation goals and federal planning requirements. A full explanation of these goals-based criteria is in the attached guidance. Reviewing the goals may help in providing the best information about your project. **It is not anticipated that any one application would respond to all items in this section.**

**Information provided in the shaded areas may be used to evaluate project for CMAQ funding.**

**3.a) MOBILITY**

**Safety:** Project anticipated to reduce the number and severity of crashes.

Location: Roadway    Bike/Ped    Transit    Other    Explain "Other":

Crash Data / History:

How does the project increase safety or address/reduce a current safety concern? (Please see ARTS Crash Reduction Factor List on the RVMPO's website for examples of project types).

**Congestion Relief – Reduce Delay:**                      Improve LOS                      Reduce Delay/Idle Time

How Will Project Reduce Congestion and Delay? Include idle time estimate. Measurable heavy-duty vehicle improvements should be entered in section 3.b

**Promote Connectivity:**                      Roadway                      Bike/Ped                      Transit

Does the project remove or mitigate a current barrier? Is the project part of a systematic approach?

2                      Applicant-Provided ADT \_\_\_\_\_<sup>7</sup>                      or Transit Boarding \_\_\_\_\_

**3.b) COMMUNITY VITALITY & LIVABILITY**

**Traditionally Underserved Population Benefit:** *Applicants should consult both Title VI & Environmental Justice Plan and Transportation Needs Assessment for Traditionally Underserved Populations.* Applicant may provide additional information below regarding investment in population areas (Low-Income, Minority, Seniors, Children, Limited English Proficiency) and/or identified needs addressed.

Will project improve handicapped access?

**Benefits Freight Movement**

*Check appropriate:*

Reduce Truck VMT

Reduce Truck Idle

Other (explain at right)

*Provide as appropriate:*

Truck ADT \_\_\_\_\_

Truck Idle Hrs/yr \_\_\_\_\_

Anticipated Truck Idle Reduction/yr \_\_\_\_\_

Truck VMT/yr \_\_\_\_\_

Anticipated Truck VMT Reduction/yr \_\_\_\_\_

Additional Information:

*(If project reduces truck VMT or emissions, project may be evaluated for CMAQ funds. Light-duty vehicle reductions should be entered in 3a –Mobility, above.)*





**3.d) RESOURCE CONSERVATION**

<b>Environmental Mitigation:</b> Describe conservation features to be incorporated ( <i>e.g.: permeable surface, wetland protection, etc.</i> ).	
<b>Air Quality Benefits</b> ( <i>in addition to those identified elsewhere</i> )	
<b>Diesel Vehicle Project</b> (check one) <input type="checkbox"/> Diesel Retrofit <input type="checkbox"/> Diesel Fuel Conversion <input type="checkbox"/> Alt Fueling Station <input type="checkbox"/> Other (explain at right)	Project Description:  New Fuel Type: _____ Number on-road vehicles covered or served: _____ vehicles Annual mileage all project vehicles within RVMPO area: _____ miles/yr
<b>Greenhouse Gas Emission Reductions (CO<sub>2</sub>)</b> Yes  <i>(Generally, project that reduces travel by combustion vehicle)</i>	Explain:
<b>Emerging Technology</b> Yes  <i>(Describe technology to be incorporated)</i>	Explain:
<b>System Preservation</b> Yes  <b>Pavement Preservation</b> Yes  <i>(How project extends the life of existing facility)</i>	Explain:
<b>VMT Reduction:</b> (Explain how project will reduce travel) / (For Bike/Pedestrian Utilize Bike/Ped Look up Calculator)	
Estimate VMT Reduction _____ miles/yr.	
<b>System Efficiency</b> Yes  <i>(Project expands capacity without major investment; improves function without increasing capacity.)</i>	Explain:
<b>Project Lifespan</b> _____ yrs. <b>For CMAQ Funding:</b> Duration of PM10 & CO Benefit _____ yrs. <i>(Duration of improvement, program or service in this application)</i>	
<b>4. ADDITIONAL PROJECT INFORMATION</b> Optional; Information not submitted elsewhere	



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**Regional Transportation Planning**

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

***Policy Regarding Continuation of MPO funded Projects from Application to Completion:***

***Project Description/Completion:*** All projects approved and funded by the MPO Policy Committee must be completed in the manner that was described in the project application as submitted to the Policy Committee.

***Project Substitution:*** The Rogue Valley MPO Policy Committee allows for substitutions of projects by member local governments, if recommended by the TAC and approved by the Policy Committee. These substitutions are allowed to accommodate unforeseen circumstances or situations that were either not known at the time of the project application or the policy of the local jurisdiction has changed so as to make the project unnecessary or unwanted. Should a substitution be deemed necessary by the affected local jurisdiction and approved by the Policy Committee, the MPO shall undertake a TIP and, if necessary, a RTP amendment to accommodate the project changes. All substituted projects shall be analyzed utilizing the project selection criteria methodology that was used at the time of the call for projects. It is the adopted policy of the RVMPO that only one substitution is allowed per jurisdiction per funding cycle. Should other events occur that dramatically delays a project or makes it unfeasible to construct the project, then the programmed monies will be reprogrammed through the competitive MPO Application Process.

## Ongoing RVMPO Projects 06-12-19

Agency	Project Name	TIP	Year Programmed (20XX)	Project Status (Phase / Status)		Comments Received
				P	S	
Ashland	Washington Street Extension	15–18	16,17,18	PL		Substitute project approved 06/25/18. Waiting on some permitting issues.
				D		
				LP		
				UR		
				CN		
				OT		
Eagle Point	E. Main St./Stevens Rd. Improvements	15–18	16,17,18	PL	3	Break ground July 2019—construction for one year on E. Main St.
				D	3	
				LP	3	
				UR	2	
				CN	2	
				OT	0	
Jackson County	Rogue Valley Active Transportation Plan	15–18	16	PL	2	Held online open house via map-based survey. Delayed by reevaluating data collection methods—now resolved. Consultant to take over soon.
				D	0	
				LP	0	
				UR	0	
				CN	0	
				OT	0	
Medford	Foothill Rd. – Hillcrest to McAndrews	15–18	16,17	PL	3	Two ROW properties left. Waiting on environmental. Working on utilities, including with Medford Water Commission on water line. Bid August 2019. Start Fall 2019.
				D	2	
				LP	2	
				UR	1	
				CN	1	
				OT	0	
RVTD	Valley Feeder Pilot Project	15–18	16	OT		Valley Feeder and Eagle Point route recommended for approval. Awaiting final decision.

## Ongoing RVMPO Projects 06-12-19

Ashland	Chip Seal	18–21	20	PL	2	IGA complete. RFP is in process. Project start possibly in Fall 2019.
				D	1	
				LP	0	
				UR	1	
				CN	1	
				OT	0	
Central Point	W. Pine St. Reconstruction: Glenn Way to Brandon Ave.	18–21	19,20	PL	1	Requesting slight delay until Twin Creeks is complete.
				D	1	
				LP	1	
				UR	1	
				CN	1	
				OT	1	
Eagle Point	S. Royal Ave. Improvements: Design & ROW	18–21	19	PL	1	IGA for funds exchange in the next 3-4 months. Put out for RFQ Summer 2019.
				D	2	
				LP	0	
				UR	0	
				CN	0	
				OT	0	
Jackson County	Foothill Rd. – Delta Waters to Dry Creek	18–21	19,20,21	PL	3	Currently in contract negotiations with consultant. 2021 construction (late spring–fall).
				D	1	
				LP	1	
				UR	1	
				CN	1	
				OT	0	

## Ongoing RVMPO Projects 06-12-19

Jackson County / ODOT	Bear Creek GW: Hwy 140 Shared-Use Path	18-21	19	PL	3	Construction in 2021. Project has been combined with OR 140: Exit 35 Blackwell Road project. Preliminary plans in Aug. 2019. Separate bike/ped path is designed.
				D	2	
				LP	2	
				UR	1	
				CN	1	
				OT	0	
Phoenix	North Couplet Pedestrian Crossing	18-21	19	PL	2	TSP Amendment approved. No current funds for design and construction.
				D	1	
				LP	0	
				UR	1	
				CN	1	
				OT	0	

Phase	Status
PL= Planning	0 = N/A
D = Design	1 = Not Started
LP = Land Purchase	2 = In Process
UR = Utility Relocate	3 = Complete
CN = Construction	
OT = Other	