
AGENDA

Rogue Valley Metropolitan Planning Organization

Policy Committee



Date: Tuesday, April 26, 2022

Time: 2:00 p.m.

Location: Jefferson Conference Room
RVCOG, 155 N. 1st Street, Central Point

Transit: served by RVTD Route #40

Or

Join Zoom Meeting

<https://us06web.zoom.us/j/83607264614?pwd=UmxqdlkxTVZOR0kxby91c09tSl1dYUT09>

Meeting ID: 836 0726 4614

Passcode: 490759

Phone #: 253 215 8782

Contact: Office Specialist, RVCOG: 541-423-1375
RVMPO website: www.rvmpos.org

1	Call to Order / Introductions / Review Agenda	Chair
Consent Agenda		
2	Review / Approve Minutes	Chair
Attachment	#1 RVMPO Policy Committee Meeting Draft Minutes 03/22/2022	
Action Items		
3	Unified Planning Work Program	Karl Welzenbach
Background	This document was presented to this committee back in February. Since that time, we have held our annual meeting with our state and federal partners and received and accommodated their respective comments and questions. Doing so did not alter the basic text or financial tables that were previously provided to this committee.	
Attachment	#2 Draft UPWP #3 Resolution	
Action Requested	Adoption with the understanding the amounts will change	

4	Public Participation Plan	Kelsey Sharp
Background	The RVMPO is required to have a Public Participation Plan. This MPO has had such a plan for over a decade, and it is periodically updated. This plan was updated over the last few months and is coming before this committee for approval.	
Attachment	#4 Draft Plan	
Action Requested	Approval to of the Plan	
5	Amendments to the 2021–2024 Transportation Improvement Program (TIP)	Ryan MacLaren
Background	<p>The Policy Committee is being asked to review the adoption of amendments to the 2021–2024 Transportation Improvement Program (TIP) to include the following project(s):</p> <ul style="list-style-type: none">•Southern Oregon Seismic Slopes Stability (KN21452) <p>The 21-day public comment period and public hearing was advertised on or before Monday, April 5, 2022 in the Medford Mail Tribune, and information is currently available on the RVMPO website.</p>	
Attachment	#5 TIP Amendment #6 CMR & Map	
Action Requested	Approval to the amendment to the TIP	
Discussion Items		
6	Bylaws with Super Majority	Karl Welzenbach
Background	By direction of the Policy Committee this item is being brought back for discussion.	
Attachment	#7 Bylaws	
7	Public Comment	Chair
Regular Updates		
8	RVMPO Planning Update	Karl Welzenbach
9	<p>Other Business / Local Business</p> <p>Opportunity for RVMPO member jurisdictions to talk about transportation planning projects.</p>	Chair

10	Adjournment	Chair
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- The next RVMPO Policy Committee meeting will be **Tuesday, May 24, 2022, at 2:00 p.m.** as hybrid in-person and online
- The next RVMPO TAC meeting will be **Wednesday, May 11, 2022, at 1:30 p.m.** as hybrid in-person and online
- The next RVMPO PAC meeting will be **Tuesday, May 17, 2022, at 5:30 p.m.** as hybrid in-person and online

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 Meeting
March 22, 2022



The following attended:

Voting Members	Organization	Phone Number
Stephen Jensen	City of Ashland	488-6002
Mike Quilty, Vice Chair	City of Central Point	664-7907
Ruth Jenks	City of Eagle Point	941-8537
John Vial	City of Medford	944-3530
Eleanor Ponomareff	City of Talent	535-1566
Dave Dotterer	Jackson County	774-6118
Make Baker	ODOT	957-3658
Tonia Moro	RVTD	973-2063
Alternate Voting Members Present	Organization	Phone Number
Mike Upston	City of Eagle Point	
Tim D'Alessandro	City of Medford	
Alex Georgevitch	City of Medford	
Steve Lambert	Jackson County	
Paige West	RVTD	
Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Eric Memmott	RVCOG	423-1369
Interested Parties	Organization	Phone Number
Mike Montero	RVMPO PAC	

Full meeting recording: [2022-03-22 Audio](#)

1. Call to Order / Introductions / Review Agenda 00:00 – 01:27

2:02 p.m. | *Quorum: 6 Jurisdictions Represented*

2. Review / Approve Minutes 01:27 – 02:17

01:37 | *Mike Baker moved to approve the February 22, 2022 Policy Committee meeting minutes as presented. Seconded by Dave Dotterer.*

No further discussion.

Motion carried with 1 abstain.

Public Hearing

3. Amendments to the 2021-2024 Transportation Improvement Program (TIP) 02:17 – 10:48

Vice Chair Mike Quilty Opened the Public Hearing.

No Comments receive.

Vice Chair Mike Quilty Closed the Public Hearing.

09:25 | *John Vial moved to approve the amendments to the TIP as presented. Seconded by Eleanor Ponomareff.*

No further discussion.

Motion passed unanimously with none apposed.

Action Items

4. Review, Discussion, and Vote on Modified Project Selection Criteria 10:48 – 22:44

17:35 | *Comment by John Vial: Number 3 on Descriptors should be clarified if the project is bringing the level of stress to 1 or is the existing route a level of stress already a 1.*

20:47 | *Eleanor Ponomareff moved to approve the modifications to the project selection criteria recommended by the TAC, both the Scoring Spreadsheet and Criteria Description Matrix, with recommended modification for clarity. Seconded by Tonia Moro.*

No further discussion.

Motion passed unanimously by roll call vote.

Discussion Items

5. Public Comment 22:44 – 23:12

No Comments.

Regular Updates

6. RVMPO Planning Update 23:12 – 38:25

Provided by Karl Welzenbach in regards to the upcoming budget, the upcoming Census and the possibility of the RVMPO becoming a TMA, and the Super-Majority in the bylaws.

7. Other Business / Local Business 38:25 – 28:09

Updates from Central Point, RVTD, Medford, and Jackson County.

8. Adjournment

2:49 p.m.

Scheduled Meetings

RVMPO Policy Committee | March 22, 2022 | 2:00 p.m.

RVMPO TAC | March 9, 2022 | 1:30 p.m.

RVMPO PAC | March 15, 2022 | 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

Resolution 2022-01

Metropolitan Planning Organization - Policy Committee

Adoption of the FY 2022-23 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 2022-23 on February 22, 2022; 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 2022-23 UPWP.

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

That the attached RVMPO Fiscal Year 2022-23 Unified Planning Work Program is hereby adopted with the understanding that the actual budget amounts have yet to be set by the Oregon Department of Transportation and that, once set, this document will be amended to reflect the correct budgetary amounts, 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.

ADOPTED by the Policy Committee of the Rogue Valley Metropolitan Planning Organization on the 26th day of April, 2022.

Jim Lewis
RVMPO Policy Committee Chair



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: April 20, 2022
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 2021-2024 Transportation Improvement Program.

A press release for the 21-day public comment period and public hearing was sent on or before April 5th to the Medford Tribune, and information is currently available on the RVMPO website. The RVMPO TAC & PAC have recommended approval of the amendment(s) listed. Information on the project(s) is listed, below: Information on the projects is enumerated, below:

A. Amend Project in TIP: Southern Oregon Seismic Slopes Stability (KN21452)

Description: Change in project scope, reduce the Construction estimate by \$1,525,000 and remove two project locations on OR140.

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														
Southern Oregon Seismic Slopes Stability	Perform seismic upgrades on 7 hillside slopes to make the roadway safer for the traveling public.	n/a	Exempt (40 CFR § 93.126 Table 2) - Safety			Planning								\$ -
				21452	2019	Design	\$ 3,589,200	HB2017	\$ 410,800	ODOT	\$ 4,000,000			\$ 4,000,000
				21452	2022	Land Purchase	\$ 448,650	HB2017	\$ 51,350	ODOT	\$ 500,000			\$ 500,000
				21452	2023	Utility Relocate	\$ 44,865	HB2017	\$ 5,135	ODOT	\$ 50,000			\$ 50,000
				21452	2023	Construction	\$ 7,806,510	HB2017	\$ 893,490	ODOT	\$ 8,700,000			\$ 8,700,000
						Other					\$ -			\$ -
					Total FFY21-24		\$ 11,889,225		\$ 1,360,775		\$ 13,250,000	\$ -		\$ 13,250,000

Status: Approved		<h2>CMR Transaction</h2>	
Request Date: <input type="text" value="2/5/2022"/>	CMR Number: <input type="text" value="21452-03"/>	Project Lead (TPM/RE-CP): <input type="text" value="Lonie, Josh"/>	
Project Name: <input type="text" value="Southern Oregon Seismic Slopes Stability"/>			
KN: <input type="text" value="21452"/>	Region: <input type="text" value="3"/>	Area: <input type="text" value="Southwest"/>	Project Delivery Phase: <input type="text" value="DAP"/>

Funding Program 1: <input type="text" value="HB2017 Discretionary"/>	Program 2: <input type="text"/>	Program 3: <input type="text"/>
Program 4: <input type="text"/>	Program 5: <input type="text"/>	Program 6: <input type="text"/>
STIP Amendment: <input type="text" value="Admin"/>	Approval Authority: <input type="text" value="None"/>	MPO Amendment: <input type="radio"/> Yes <input checked="" type="radio"/> No
IGA Amendment: <input type="radio"/> Yes <input checked="" type="radio"/> No	A & E Contract Amendment: <input type="radio"/> Yes <input checked="" type="radio"/> No	Reset Baseline Project: <input type="radio"/> Yes <input checked="" type="radio"/> No
Change 1: <input type="text" value="Elective"/>	Reason 1: <input type="text" value="103 Delivery method changed"/>	
Change 2: <input type="text"/>	Reason 2: <input type="text"/>	
Change 3: <input type="text"/>	Reason 3: <input type="text"/>	
Current Scope:	The current scope is to design and construct up to seven unstable slope repairs on I-5 and OR 140 as part of the original Southern Oregon Seismic Triage project.	
Describe Scope Change:	Hwy 140 (MP 18.5 & 24.9) and the I-5 Weber Slide at MP 114.6 are being dropped from this project.	
Justification for Scope Change:	After completion of the concept plans stage it was determined that two locations along Hwy 140 (MP 18.5 & 24.9) were determined to be no work sites as these slides did not meet the repair thresholds due to minor movement after the Cascadia Subduction Zone earthquake. The I-5 Weber Slide was found to be well above the project funding in order to repair. That site is being developed to the DAP plans stage and then dropped from this design package.	
Describe the Risk of not Approving the Scope Change:	Repairing sites that do not need to be repaired on Hwy 140 and not being able to fund the Weber Slide portion of the project.	

	<u>Current Dates</u>	<u>Proposed Dates</u>		<u>Current Dates</u>	<u>Proposed Dates</u>
PE EA Open - 008	<input type="text" value="2/11/2019"/>	<input type="text" value="2/11/2019"/>	PS&E Submittal - 551	<input type="text" value="12/12/2022"/>	<input type="text" value="12/12/2022"/>
PDT Kick-off - 018	<input type="text" value="8/5/2020"/>	<input type="text" value="8/5/2020"/>	Bid Opening - 560	<input type="text" value="2/9/2023"/>	<input type="text" value="2/9/2023"/>
Project Initiation Phase Complete - 050	<input type="text" value="10/23/2020"/>	<input type="text" value="9/17/2020"/>	Forecasted 1st Note 735	<input type="text" value="3/23/2023"/>	<input type="text" value="3/23/2023"/>
DAP Phase Complete - 325	<input type="text" value="2/4/2022"/>	<input type="text" value="5/23/2020"/>	Forecasted 2nd Note 790	<input type="text" value="12/5/2023"/>	<input type="text" value="12/5/2023"/>
ROW EA Open - 470	<input type="text" value="3/7/2022"/>	<input type="text" value="2/22/2022"/>	Forecasted 3rd Note 796	<input type="text" value="5/20/2024"/>	<input type="text" value="5/20/2024"/>
Describe Schedule Change:	Updating the PI Phase complete, DAP phase complete and the ROW EA schedule dates to reflect the current schedule. PS&E and Bid dates remain unchanged.				
Justification for Schedule Change:	Updating the dates to reflect actual milestone completion dates and the current DAP complete and ROW EA open dates.				
Describe the Risk of not Approving the Schedule Change:	Project schedule will not reflect actual dates.				

	Phase Total Estimated Cost	Requested Budget	Change
Planning	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>
Preliminary Engineering	<input type="text" value="\$4,000,000"/>	<input type="text" value="\$4,000,000"/>	<input type="text" value="\$0"/>

Status: **Approved**

CMR Transaction

Request Date: 2/5/2022

CMR Number: 21452-03

Project Lead (TPM/RE-CP): Lonie, Josh

Project Name: Southern Oregon Seismic Slopes Stability

KN: 21452

Region: 3

Area: Southwest

Project Delivery Phase: DAP

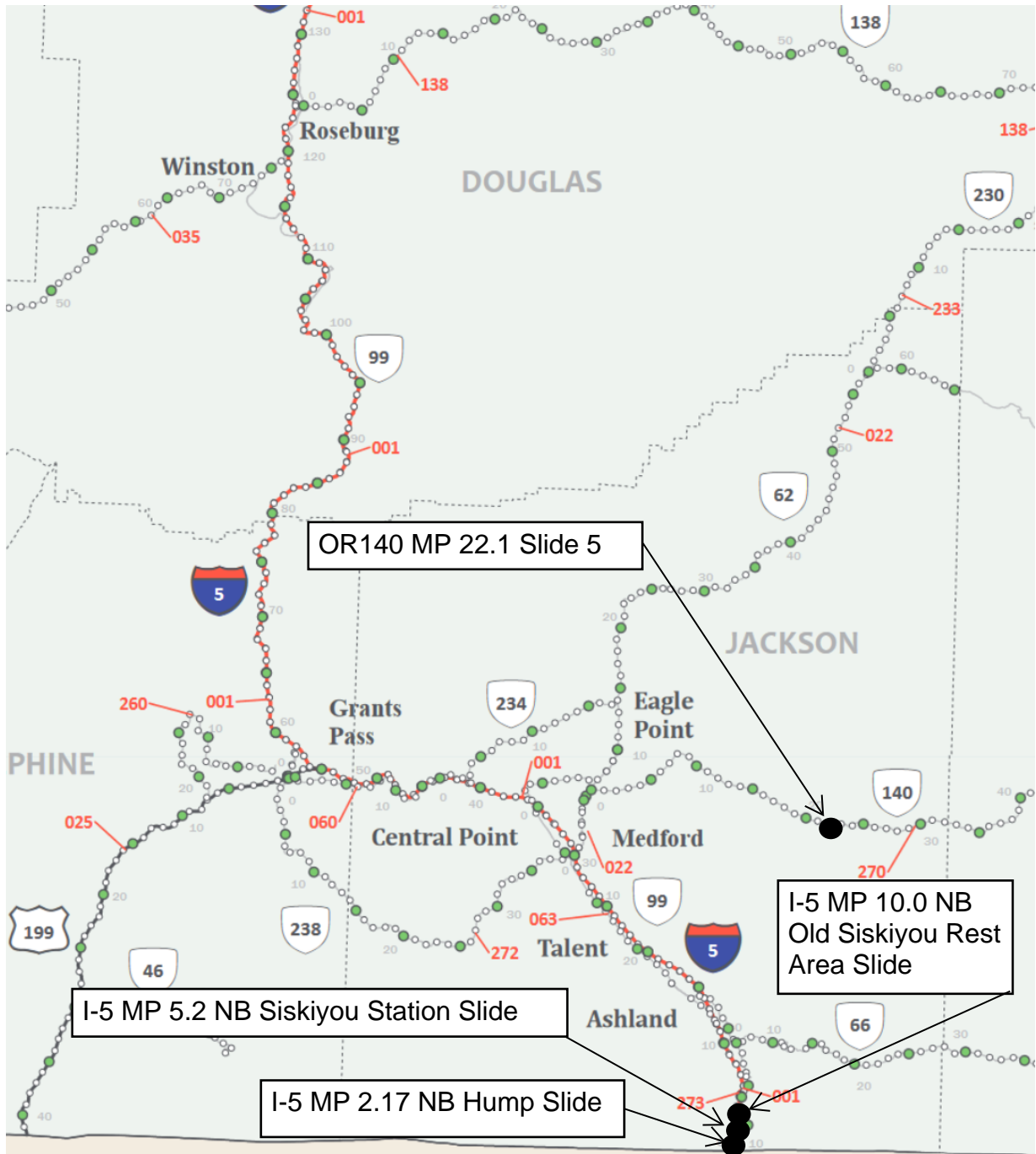
Right of Way	\$500,000	\$500,000	\$0
Utility Relocation	\$50,000	\$50,000	\$0
Construction	\$10,225,000	\$8,700,000	(\$1,525,000)
Other	\$0	\$0	\$0
Total:	\$14,775,000	\$13,250,000	(\$1,525,000)

Describe Budget Change (Break down the change by Funding Program): Removing the excess construction funding to cover the overage in PE costs associated with the Bridge portion of the Southern Oregon Seismic Triage Route.

Justification for Budget Change: Due to the two sites on Hwy 140 being determined to be no work sites and the Weber Slide being well outside the funding of this project the excess construction funding that originally came from KN21296 will be moved back to that project to cover the overage in the PE budget.

Describe the Risk of not Approving the Budget Change: Not covering the PE overages of the bridge portion of the original overall Southern Oregon Seismic Triage project.

	<u>Signatures</u>	<u>Dates</u>		<u>Signatures</u>	<u>Dates</u>
Funding Program Manager:	Derrickson, Hope	2/7/2022	Additional Signator:		
STIP Coordinator:	Birch, Naomi	2/7/2022	Additional Signator:		
Area Manager:	Anderson, Art	2/9/2022	Additional Signator:		
Project Sponsor:			Additional Signator:		
Tech Center Manager:	Thompson, Mark	2/7/2022	Additional Signator:		
Region Manager:	Neavoll, Darrin	2/9/2022	Additional Signator:		
Additional Signator:	Griffin, Jeremiah	2/7/2022	Additional Signator:		



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