

---

# AGENDA

## Rogue Valley Metropolitan Planning Organization Policy Committee

---



**Date:** Tuesday, August 24, 2021

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

**Location:** Join Zoom Meeting

<https://us02web.zoom.us/j/88533797537?pwd=Zy9uMmE4bE5ueGVHZm51UmlodWUwdz09>

Meeting ID: 885 3379 7537

Passcode: 152668

Phone #: 253 215 8782

**Contact:** Office Specialist, RVMCOG: 541-423-1375  
RVMPO website: [www.rvmppo.org](http://www.rvmppo.org)

1	Call to Order / Introductions / Review Agenda	Chair
Consent Agenda		
2	Review / Approve Minutes	Chair
Attachment	#1   RVMPO Policy Committee Meeting Draft Minutes <a href="#">07/27/2021</a>	
Presentations		
3	Presentation on Draft RTP and AQCD	Karl Welzenbach
Background	The RVMPO has been developing the update to the most recent RTP over the past eighteen to 20 months. Along with the RTP development, the MPO is also required to undertake an Air Quality Conformity Determination for the RTP to ensure that the projects contained within the RTP, if pursued, will not take the MPO over the proscribed Emissions budget as identified in the State Implementation Plan.	
Attachment	#2   To be distributed at the meeting.	
Action Items		
4	PAC Membership up for Renewal	Karl Welzenbach
Background	Robin Lee – Senior Citizen rep. term is up this month.	

<i>Attachment</i>	#3   <a href="#">Email Memo from Robin Lee</a> #4   <a href="#">Original Application</a>	
<i>Action Requested</i>	Approval of the Re-appointment of Robin Lee to the PAC	
5	Changes to Amendment Matrix in the TIP	Ryan MacLaren
<i>Background</i>	ODOT Program & Funding Services staff met with FHWA and FTA to revise the amendment matrix. The matrix outlines whether a TIP amendment is considered an “administrative” (MPO staff approval only) or “full” (requires MPO Policy Committee & FTA-FHWA approval).	
<i>Attachment</i>	#5   <a href="#">Amendment Matrix Changes</a> #6   <a href="#">FHWA FTA ODOT Amendment Matrix 2016</a> #7   <a href="#">FHWA FTA ODOT Amendment Matrix 2021</a>	
<i>Action Requested</i>	Recommendation of approval of revised matrix to the Policy Committee.	
Discussion Items		
6	Public Comment	Chair
Regular Updates		
7	RVMPO Planning Update	Karl Welzenbach
8	Other Business / Local Business Opportunity for RVMPO member jurisdictions to talk about transportation planning projects.	Chair
9	Adjournment	Chair

- The next RVMPO Policy Committee meeting will be **Tuesday, September 28, 2021, at 2:00 p.m.** Location to be determined.
- The next RVMPO TAC meeting will be **Wednesday, September 8, 2021 at 1:30 p.m.** Location to be determined.
- The next RVMPO PAC meeting will be **Wednesday, September 8, 2021, at 1:30 p.m.** Location to be determined.

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**  
**July 27, 2021**



The following attended:

<b>Voting Members</b>	<b>Organization</b>	<b>Phone Number</b>
Stephen Jensen	City of Ashland	488-6002
Mike Quilty, <b>Vice Chair</b>	City of Central Point	664-7907
Jim Lewis, <b>Chair</b>	City of Jacksonville	899-7023
Al Muelhoefer	City of Phoenix	707-951-1139
Eleanor Ponomareff	City of Talent	535-1566
Dave Dotterer	Jackson County	774-6118
Art Anderson	ODOT	774-6353
Tonia Moro	RVTD	973-2063
<b>Alternate Voting Members Present</b>	<b>Organization</b>	<b>Phone Number</b>
Alex Georgevitch	Medford	On File
Mike Baker	ODOT	On File
Paige West	RVTD	On File
<b>Staff</b>	<b>Organization</b>	<b>Phone Number</b>
Karl Welzenbach	RVCOG	423-1360
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
<b>Interested Parties</b>	<b>Organization</b>	<b>Phone Number</b>
Ian Horlacher	ODOT	
Mike Montero	RVMPO PAC	
Daran	ODOT	

RVMPO Policy Committee Meeting Agenda Packet: [July 27, 2021](#)

Full meeting recording: [2021-07-27 Audio Recording](#)

**1. Call to Order / Introductions / Review Agenda 00:00 – 2:46**

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

**2. Review / Approve Minutes: 02:46 – 03:22**

**03:05** | *Mike Quilty moved to approve the June 22, 2021 Policy Committee meeting minutes as presented. Seconded by Dave Dotterer.*

*No further discussion.*

*Motion carried unanimously by voice vote.*

***Public Hearing***

**3. Amendments to the 2021-2024 Transportation Improvement Program (TIP) 03:22 – 13:47**

*Jim Lewis opened the Public Hearing.*

**07:40** | Question from Tonia Moro: *Why has there been an increase in construction costs on the OR99 I-5 to Scenic Ave?*

Scoping has been added. That section of the highway has bad spider cracks, so there has been paving added.

**09:21** | Question from Mike Quilty: *Does Central Point have any comments?*

No comments were received.

*Jim Lewis closed the Public Hearing.*

**09:57** | Question from Karl Welzenbach: *Between Scenic Ave and I-5, there are drooping lines, possible power lines or communication lines. They are obviously not being used as some are laying on the ground unconnected. They have been this way for many years. Who owns those?*

That would be which ever utility company owns them or owns the land. It would most likely be on ODOT's jurisdiction, but it is unknown right now who owns them. That will be investigated.

**12:19** | *Art Anderson moved to approve the amendments to the 2021-2024 TIP as presented. Seconded by Mike Quilty.*

*No further discussion.*

*Motion carried unanimously by roll call vote.*

***Action Items***

**4. Discussion and Approval of OMPOC Policy Paper 13:47 – 38:08**

**31:21** | *Dave Dotterer moves to approve the removal of the bullet point stating "Maintain CMAQ's support for attainment area in order to ensure that these areas stay in attainment and do not jeopardize the health of current residents" from the OMPOC 2021 Transportation Priorities paper. Seconded by Mike Quilty.*

*Further discussion regarding who is impacted by the Policy Paper.*

*Motion passed unanimously by voice vote.*

**34:31** | *Eleanor Ponomareff moved to modify page 1 paragraph 3 item 3 as follows; Remove the word “Support” and replace it with the phrase “prioritize diversity, equity, and inclusion by identifying and addressing systemic barriers to ensure.” Seconded by Tonia Moro.*

*No further discussion.*

*Motion passed by rollcall vote with 7 yes and 1 no.*

**37:48** | *Dave Dotterer moved to approve the rest of the rest of the OMPOC 2021 Transportation Priorities paper as presented. Seconded by Al Muelhoefer.*

*No further discussion.*

*Motion passed unanimously by voice vote.*

## ***Discussion Items***

### **5. Public Comment | 38:08 – 43:01**

*Mike Quilty in regards to the OFAC meeting.*

## ***Regular Updates***

### **6. RVMPO Planning Update | 43:01 – 01:10:32**

*Provided by Karl Welzenbach regarding the discussions held for the Covid-19 funding, the continued possibility of the Medford-Grants Pass Urbanized Area, changes to fund exchanges*

### **7. Other Business / Local Business 01:10:32 – 01:16:55**

*Update by ODOT.*

## **8. Adjournment**

3:20 p.m.

### *Scheduled Meetings*

RVMPO Policy Committee | August 24, 2021 | 2:00 p.m.

RVMPO TAC | August 11, 2021 | 1:30 p.m.

RVMPO PAC | August 17, 2021 | 5:30 p.m.

## Kelsey Sharp

---

**From:** Robin Lee  
**Sent:** Wednesday, August 11, 2021 8:23 PM  
**To:** 'Kelsey Sharp'  
**Cc:** 'Karl Welzenbach'  
**Subject:** RE: RVMPO PAC Membership Renewal

Sorry to delay. YES! I would like to continue serving. Though it seems my schedule is getting fuller, as I said to Karl at the end of our in-person meeting, I think I may finally be able to figure out a few things about processes, and maybe make a better contribution to the PAC.

Hope it's not too late to "re-up".

Robin

-----  
From: "Kelsey Sharp"  
To: "Robin Lee"  
Cc: "Karl Welzenbach"  
Sent: Wednesday July 21 2021 9:43:09AM  
Subject: RVMPO PAC Membership Renewal

Good morning Robin,

As we discussed last night, your membership in the PAC is up for renewal. For our records, please respond to this email with weather or not you would like to continue being apart of the RVMPO PAC.

I hope to hear from you soon! Feel free to contact me with any questions or concerns.

Thank you,

*Kelsey Sharp*

Planning Dept. - Office Specialist II

Rogue Valley Council of Governments

155 N. First St | PO Box 3275

Central Point, OR 97502

Direct Line : (541) 423-1375

Fax : (541) 664-7927



**Office Use Only**

Committee: \_\_\_\_\_  
Date Rec'd: \_\_\_\_\_  
Appointed: Yes No  
Appointment Date: \_\_\_\_\_  
Term Ended Date: \_\_\_\_\_

***ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION  
(RVMPO)***

**Public Advisory Council (PAC)  
Membership Application**

**Return Application to:**

Rogue Valley Metropolitan Planning Organization  
Rogue Valley Council of Governments  
P.O Box 3275 Central Point, OR 97502  
541-664-6674 ext 360 | [www.rvmppo.org](http://www.rvmppo.org)

Email return to: \_\_\_\_\_

*For background about the Rogue Valley Metropolitan Planning Organization and the role of the Public Advisory Council go to our website, [www.rvmppo.org](http://www.rvmppo.org)*

**PLEASE PRINT**

Personal Information: *Please circle one* (Mr. / Mrs. / Ms.)

Name: Robin Lee (Ms) \_\_\_\_\_

Home address (include Zip code): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (business) retired \_\_\_\_\_

Email: \_\_\_\_\_

**About PAC membership...** The Rogue Valley Metropolitan Planning Organization Public Advisory Council (PAC) makes recommendations on transportation planning issues to the RVMPO's Policy Committee. PAC members are appointed by the Policy Committee to two-year terms, representing one of the RVMPO's regional areas of interest. The PAC has positions for both geographic and issue-specific interests. Appointments are based on an applicant's ability to represent one of the geographic or issue-specific interests.

- To represent one of the **Geographic Areas** listed below and illustrated on the attached RVMPO map, you must live, own property or operate a business within that area. You do not have to live within city limits. (Please refer to the RVMPO map, or call 664-6674 ext. 360, for clarification.)
- **Issue-Specific Positions** represent the freight industry, mass transit, low-income citizens, minorities, senior citizens, public health, and bicycle/pedestrian. Low-income and minority representatives do not have to be low income, or a racial minority, but would advocate for the concerns of those communities. Special-interest representatives may live, own property, or operate a business anywhere within the RVMPO.

Please indicate below the Geographic Area, or special interest that you would represent. Select only one from the following list, section (A) or (B) below.

**A. Geographic Area** (see Citizen Involvement Area map on the last page):

- |                                       |  |                                       |
|---------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Ashland      | <input type="checkbox"/> Central Point | <input type="checkbox"/> Eagle Point  |
| <input type="checkbox"/> Jacksonville | <input type="checkbox"/> East Medford  | <input type="checkbox"/> West Medford |
| <input type="checkbox"/> Phoenix      | <input type="checkbox"/> Talent        | <input type="checkbox"/> White City   |

- B. Special Interest Area:** ☐ Freight industry    ☐ Mass Transit    ☐ Minority
- ☐ Low Income Citizens    ☒ Senior Citizens    ☐ Bicycle/Pedestrian
- ☐ Public Health

(Continued on Next Page)



1. What experience, interest, knowledge or qualifications would you bring to the Public Advisory Council?

As many retirees also express I wish to, and feel I have a lot to, give back to the community in which I live. After I left my primary career (Insurance adjuster - personal lines) I worked for another thirteen years at Asante's Corporate Office, where I often encountered seniors who needed a little help. The position was part-time, which allowed me to do a number of volunteer things. Throughout my lifetime, I have learned to listen and emphasize; to discuss evaluate, and represent various points of view, especially in bringing parties with different issues together to resolve their needs. I've sat on a few boards, and been in numerous meetings where needs and expectations clash. I will bring experience in mediating, and can usually do so while keeping folks calm.

By way of additional information, I have lived in the Valley almost 29 years.

2. Why do you want to become a member of the Public Advisory Council?

I attended a meeting the 8-31-16 Legislative Transportation Hearing, where I heard divergent viewpoints but what was clearly evident is that Jackson County's transportation system is a matter of county-wide concern. Users need safe, efficient transportation systems and roads. There are several priorities and demands for funding, etc., that obviously compete for funding and timing. I am a very logical thinker. I express my ideas clearly (most of the time). I believe I will be an asset and a team player. I would like to add, and do, what I can to help as many of those as is possible to get their transportation needs met with (or within) the resources available in the Rogue Valley.

Signature:



Date:

5.4.17

Thank You!

## ODOT-FTA-FHWA Amendment Matrix

### REVISED MATRIX

Program & Funding Services staff met with FHWA and FTA to revise the amendment matrix. Here are the major changes to the [ODOT-FTA-FHWA amendment matrix](#):

1. Clarifications in the text;
2. **Cancelling** a project is now an **administrative** amendment (used to be a full amendment);
3. The mile point was modified from a + or - **.25 change** to a **1 mile increase** in the project location (*see examples below*); and
4. The dollar amount threshold is increasing to match the OTC approval matrix. Any changes that meet the following criteria are considered a full amendment (otherwise the project change is an administrative amendment/adjustment):
  - Projects under **\$1M** – increase/decrease over 50%
  - Projects **\$1M to \$5M** – increase/decrease over 30%
  - Projects **\$5M** and over – increase/decrease over 20%

### MILE POINT AMENDMENTS

Due to Federal requirements, obligated work must be within the project's mile point limits. STIP Coordinators enter an amendment to update project data in the STIP/FP system. Once the amendment is entered, the review and approval process is next.

The ODOT-FTA-FHWA amendment matrix lists which amendments require FTA-FHWA approval and which amendments ODOT has delegated authority to approve. If ODOT approves the amendment, it is called an **administrative** amendment. If FTA-FHWA also approves the amendment, it is called a **full** amendment. The main difference between the two amendment types is the amount of time for approval. A "full amendment" will likely take longer due to the public review period and FTA-FHWA review/approval. Whereas an "administrative amendment" only requires ODOT review/approval.

### EXAMPLES – Mile point changes:

*While it is Program & Funding Services' responsibility to determine if the amendment is full or administrative, the following examples portray the types of amendments for mile point changes.*

Project	Original Mile Points	Revised Mile Points	Amendment Type	Comments
A	0.25 – 1.00	0.5 – 0.75	None	Revised mile points still within the original range do not require an amendment.
B	Intersection @ 1.00	Add 4 legs at .25 miles each	None	FHWA clarified that the legs are expected as part of an intersection project, so as long as the mile point was the centerpoint of the intersection, it does not warrant an amendment.
C	1.00 – 2.00	1.25 – 2.99	Administrative	Change from 2.00 to 2.99 is less than 1 mile.
D	2.00 – 3.00	5.00 – 6.00	Full	Change is greater than 1 mile. FTA-FHWA approval is necessary.
E	4.00 – 5.00	4.25 – 6.25	Full	Change from 5.00 to 6.25 is greater than 1 mile.
F	Bridge on Hwy X	Bridge on Hwy Y	Full	FHWA approval is necessary.

Please contact the applicable [STIP Coordinator](#) for any questions.

## ODOT-FTA-FHWA AMENDMENT MATRIX

FULL AMENDMENTS	
1	Adding or cancelling a federally funded, and regionally significant project to the STIP and state funded projects which will potentially be federalized
2	Major change in project scope. Major scope change includes: <ul style="list-style-type: none"> <li>• Change in project termini - greater than .25 mile in any direction</li> <li>• Changes to the approved environmental footprint</li> <li>• Impacts to AQ conformity</li> <li>• Adding capacity per FHWA Standards</li> <li>• Adding or deleting worktype</li> </ul>
3	Changes in Fiscal Constraint by the following criteria: <ul style="list-style-type: none"> <li>• FHWA project cost increase/decrease: <ul style="list-style-type: none"> <li>- Projects under \$500K – increase/decrease over 50%</li> <li>- Projects \$500K to \$1M – increase/decrease over 30%</li> <li>- Projects \$1M and over – increase/decrease over 20%</li> </ul> </li> <li>• All FTA project changes – increase/decrease over 30%</li> </ul>
4	Adding an emergency relief permanent repair project that involves substantial change in function and location.
ADMINISTRATIVE/TECHNICAL ADJUSTMENTS	
1	Advancing or Slipping an approved project/phase within the current STIP (If slipping outside current STIP, see Full Amendments #2)
2	Adding or deleting any phase (except CN) of an approved project below Full Amendment #3
3	Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one.
4	Splitting a new project out of an approved program-specific pool of funds (but not reserves for future projects) or adding funds to an existing project from a bucket or reserve if the project was selected through a specific process (i.e. ARTS, Local Bridge...)
5	Minor technical corrections to make the printed STIP consistent with prior approvals, such as typos or missing data.
6	Changing name of project due to change in scope, combining or splitting of projects, or to better conform to naming convention. (For major change in scope, see Full Amendments #2)
7	Adding a temporary emergency repair and relief project that does not involve substantial change in function and location.

### Amendment Definition

An amendment is a change to project information and costs. For financial changes, this applies to unobligated phases or phases which have been obligated and have additional financial change within the same federal fiscal year

### Public Comment Notes

For public comment, project updates need to be provided at a public meeting. Requirements are the project needs to be listed as part of the agenda and allow for the public to comment on the changes.

If project covers is in multiple ACT's, then project needs to be presented to both

## ODOT-FTA-FHWA AMENDMENT MATRIX

FULL AMENDMENTS	
1	Adding a federally funded, regionally significant, or state/locally funded projects which will potentially be federalized. If project does not meet this criteria, see Administrative #1. For WFL or planning projects, see Administrative #7 & #8.
2	Major change in total project scope. Major scope change may include changes like: <ul style="list-style-type: none"> <li>• Increase in project location greater than 1 mile</li> <li>• Project modifications that result in NEPA re-evaluation</li> <li>• Change affects air quality conformity</li> <li>• Adding capacity per FHWA Standards</li> <li>• Adding or deleting worktype in the STIP/FP</li> </ul>
3	Changes in Fiscal Constraint by the following criteria: <ul style="list-style-type: none"> <li>• For FHWA funded projects - total project cost increase/decrease (all phases, any type of funding increase): <ul style="list-style-type: none"> <li>- Projects under \$1M – increase/decrease over 50%</li> <li>- Projects \$1M to \$5M – increase/decrease over 30%</li> <li>- Projects \$5M and over – increase/decrease over 20%</li> </ul> </li> <li>• All FTA project changes – increase/decrease over 30%</li> </ul>
4	Adding an emergency relief permanent repair project that involves substantial change in function and location. **See note below for temporary emergency repair projects.
ADMINISTRATIVE/TECHNICAL ADJUSTMENTS	
1	Any project changes that do not meet the STIP amendment criteria in the Full Amendments section above.
2	Advancing or Slipping an approved project/phase within the current STIP (If slipping outside current STIP, project must be canceled in the current STIP).
3	Adding or canceling any phase of an approved project. See Full Amendment #3 for fiscal constraint thresholds.
4	Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one.
5	Splitting a new project out of an approved program-specific pool of funds (but not reserves for future projects) or adding funds to an existing project from a bucket or reserve if the project was selected through a specific process (i.e. ARTS, Local Bridge...).
6	Minor technical corrections to make the printed STIP consistent with prior approvals, such as typos or missing data.
7	Changing name of project due to change in scope, combining or splitting of projects, or to better conform to naming convention. (For major change in scope, see Full Amendments #2)
8	Adding or modifying metropolitan planning projects (UPWP) funded under 23 U.S.C. 104(d) and 49 CFR 5305(d) or State Planning and Research (SPR) projects funded under 23 U.S.C. 505 and 49 U.S.C. 5303(e) or Surface Transportation Program funds.
9	Adding a WFL project.

\*\*Temporary emergency repair (ER) projects are not added to the STIP.

**Amendment Definition:** An amendment is a change to project information and costs. For financial changes, this applies to unobligated phases or phases which have been obligated and have additional financial change within the same federal fiscal year.

**Public Comment Notes:** For public comment, project updates need to be provided at a public meeting. Requirements are the project needs to be listed as part of the agenda and allow for the public to comment on the changes. If project covers is in multiple ACTs, then project needs to be presented to both.