



Date: Tuesday, April 23, 2024

Time: 2:00 p.m.

Join In-Person

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

Transit: Served by RVTD Route #40

Contact: RVCOG: 541-423-1375

Website: www.rvmppo.org

Or via Zoom

Meeting ID: 846 2782 3341

Phone #: +1 346 248 7799

Zoom Link:
<https://us06web.zoom.us/j/84627823341>

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT RVCOG, 541-664-6674. 48 HOURS ADVANCE NOTICE IS PREFERABLE, AND WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS

1. Call to Order / Introductions / Review Agenda

Chair

Consent Agenda

2. Review / Approve Minutes

Chair

Attachment: [#1 RVMPO Policy Meeting Draft Minutes 03/26/2024](#)

Public Hearing

Chair will read Public Hearing procedures

3. Amendment to the 2024-27 TIP

Ryan MacLaren

Background: The Policy Committee is being asked to consider the amendments to the 2024–2027 Transportation Improvement Program (TIP) to include the following project(s):

- Add Project to TIP: *Bus & bus facilities - SM urban RVTD FFY21 (KN23594)*
- Amend Project in TIP: *OR99/OR238/OR62: Big X Intersection (Medford) (KN 21676)*

The 21-day public comment period and public hearing was advertised on or before Monday, April 1, 2024 in the *Rogue Valley Times*, and information is currently available on the RVMPO website.

Attachments: [#2 TIP Amendments](#)

Action Requested: *Consideration of the amendments*



4. Title VI and Environmental Justice Update

Dan Moore

Background: Federal regulations under 49 CFR Part 21 and 23 CFR 200 require all recipients of federal funds to comply with Title VI of the Civil Rights Act of 1964 and its subsequent federal acts, as shown under the Authorities section of this document. This plan gets updated every three years.

Link to Document: [Draft Title VI and EJ](#)

Action Requested: *Review and approval of the update*

5. 2024-2025 Unified Planning Work Program

Ryan MacLaren

Background: The Unified Planning Work Program (UPWP) is a plan developed annually by the RVMPO to describe its proposed work activities for the fiscal year, beginning July 1. The program describes how RVMPO uses federal, state and local planning funds to fulfill federal and state metropolitan planning requirements.

Link to Document: [Draft UPWP](#)

Action Requested: *Review and approval of the UPWP*

Action Items

6. Review and Authorization for Chairman to Sign Inter-Governmental Agreement (IGA) Amendment

Ryan MacLaren

Background: The attached IGA is a document laying out the roles and responsibilities for coordination between and among the Oregon DOT, the Rogue Valley Transit District, and the Rogue Valley MPO. This is basically an update to an existing agreement that was last executed in 2018.

Attachments: [#3 IGA Amendment Number 01](#)

Action Requested: *Authorization for Chair of RVMPO to execute contract*

Discussion Items

7. Continued Discussion on Project Funding

Ryan MacLaren

Background: Due to legislation signed into law this past year, ODOT is required to provide \$35 million in gas tax revenues for fund exchange. In order to work with existing funding and funding requirements to make this happen the RVMPO will no longer receive Surface Transportation Block Grant (STBG) funds. This new allocation is 19% less in gas tax as compared to what the MPO received in STBG funds.
 Currently the MPO has a policy of providing \$700,000 in STBG funds to RVTD on an annual basis. This amounts to 26% of the former STBG allocation. If one were to apply the same percentage to the new, lower funding allocation to the MPO then RVTD would receive a little over \$566,000.



8. Public Comment

Chair

Regular Updates

9. RVMPO Update

Ryan MacLaren

10. Other Business / Local Business

Chair

Opportunity for RVMPO member jurisdictions to talk about transportation planning projects

11. Adjournment

Chair

Scheduled Meetings

RVMPO TAC	May 8, 2024	1:30 p.m.
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RVMPO PAC	May 21, 2024	5:30 p.m.
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RVMPO Policy Meeting	May 28, 2024	2:00 p.m.
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All meetings are available in-person and online via Zoom unless otherwise noted.



SUMMARY MINUTES
Rogue Valley Metropolitan Planning Organization
 Policy Committee

Date: Tuesday, March 26, 2024

Voting Members	Organization	Phone Number
Mike Quilty	Central Point	664-7907
Tim D’Alessandro	Medford	944-3530
Terry Baker	Phoenix	899-1231
Eleanor Ponomareff	Talent	535-1566
Colleen Roberts	Jackson County	774-6117
Jerry Marmon, Chair	ODOT	774-6353
Tonia Moro	RVTD	973-2063

Alternate Members	Organization	Phone Number
John Vial	Medford	
Steve Lambert	Jackson County	
Mike Baker	ODOT	
Paige West	RVTD	

Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Kelsey Sharp	RVCOG	423-1375

Interested Parties	Organization
Mike Montero	RVMPO PAC
Zac Moody	Phoenix
Julie Brown	RVTD
Sean Eisma	RVTD

RVMPO Policy Minutes – Tuesday, March 26, 2024

[Agenda Packet](#)

[Meeting Audio](#)

1. Call to Order at 2:02 p.m. / Introductions / Review Agenda 00:00 – 02:04

Quorum: Central Point, Medford, Phoenix, Talent, Jackson County, ODOT, RVTD

2. Review / Approve Minutes 02:04 – 02:34

- 02:14** Mike Quilty moved to approve the February 27, 2024, RVMPO Policy Committee Meeting Minutes as presented. Seconded by Eleanor Ponomareff.
 No further discussion.
 Motion passed unanimously by voice vote.



Public Hearing

3. Amendment to the 2024-2027 Transportation Improvement Program 02:34 – 05:53

Chair Jerry Marmon opened the Public Hearing

No comments received.

Chair Jerry Marmon closed the Public Hearing.

- 05:28** Tonia Moro moved to approve the amendments to the 2024-2027 TIP as presented. Second by Mike Quilty.
No further discussion.
Motion passed unanimously by voice vote.

Action Items

4. Dues 05:53 – 07:15

- 06:50** Mike Quilty moved to Table the discussion of the Dues until the March Policy meeting.
Seconded by Eleanor Ponomareff.
Discussion of Roberts Rules.
Motion passed unanimously by voice vote.

Discussion Items

5. 2024-2025 Unified Planning Work Program 07:15 – 10:15

6. Impacts of the New Fund Exchange Requirements 10:15 – 50:49

- 30:12** Mike Quilty moved to approve Christine Gleason as a representative for Medford on the RVMPO PAC. Second by Eleanor Ponomareff.
No further discussion.
Motion passed unanimously by voice vote.

7. Public Comment 50:49 – 50:57

No comments received.

Regular Updates

8. MPO Planning Update 50:57 – 58:33

Provided by Karl Welzenbach regarding his upcoming retirement and AMPO.

9. Other Business / Local Business 58:33– 01:04:27

Updates from League of Oregon Cities, and Jackson County.

10. Adjournment

3:06p.m.



SUMMARY MINUTES
Rogue Valley Metropolitan Planning Organization
Policy Committee

Scheduled Meetings		
RVMPO TAC	April 10, 2024	1:30 p.m.
RVMPO PAC	April 16, 2024	5:30 p.m.
RVMPO Policy Meeting	April 23, 2024	2:00 p.m.

DRAFT



**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 2, 2024
 TO: RVMPO Policy Committee Committee
 FROM: Ryan MacLaren, Planning Program Director
 SUBJECT: TIP Amendments

The Policy Committee is being asked to consider approval of the following amendment(s) to the 2024-2027 Transportation Improvement Program.

A press release for the 21-day public comment period and public hearing was sent on or before April 2nd to the Rogue Valley Times and information is currently available on the RVMPO website. The RVMPO TAC and PAC have recommended approval of the amendment(s) listed. Information on the projects is enumerated, below:

A. Add Project to TIP: *Bus & bus facilities - SM urban RVTD FFY21 (KN23594)*

Description: Create new 5339(a) project.

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	
RVTD														
Bus & bus facilities SM urban RVTD FFY21	Renovations by Rogue Valley Transportation District for office space in downtown Medford for the use of public transit.	n/a	Exempt (40 CFR § 93.126 Table 2) - Mass Transit			Planning					\$ -			\$ -
						Design					\$ -			\$ -
						Land Purchase					\$ -			\$ -
						Utility Relocate					\$ -			\$ -
						Construction					\$ -			\$ -
						23594	2024	Other	\$ 86,953	5339	\$ 15,345	Local	\$ 102,298	
	Total FFY24-27		\$ 86,953		\$ 15,345		\$ 102,298	\$ -	\$ 102,298					

B. Amend Project in TIP: OR99/OR238/OR62: Big X Intersection (Medford) (KN 21676)

Description: Increase CN phase to award bid.

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														
OR99/OR238/OR62 : Big X Intersection (Medford)	Remove existing pavement and replace with new asphalt; Add additional through lane at OR238 East onto OR62 East; Signalize the right turn lane from OR62 West onto 1-5 South; Replace ADA ramps and improve the bike and pedestrian	n/a	Exempt (40 CFR § 93.126 Table 2) - Safety			Planning					\$ -			\$ -
				21676	2020	Design	\$ 1,368,079	STBG FAST	\$ 491,107	ODOT	\$ 1,859,186			\$ 1,859,186
				21676	2022	Land Purchase	\$ 1,054,328	NHP IJA	\$ 120,672	ODOT	\$ 1,175,000			\$ 1,175,000
				21676	2024	Utility Relocate	\$ 53,838	NHP FAST	\$ 6,162	ODOT	\$ 60,000			\$ 60,000
				21676	2024	Construction	\$ 11,259,232	IJA	\$ 3,519,479	ODOT	\$ 14,778,711	\$ 3,250,000	Local	\$ 18,028,711
						Other					\$ -			\$ -
		Total FFY24-27			\$ 13,735,477		\$ 4,137,420		\$ 17,872,897	\$ 3,250,000		\$ 21,122,897		

AMENDMENT NUMBER 01
INTERGOVERNMENTAL AGREEMENT
ODOT/MPO/Public Transportation Providers Agreement
Metropolitan Planning, Financial Plans and Obligated Projects Lists
Rogue Valley Metropolitan Planning Organization
Rogue Valley Transportation District

This is Amendment No. 01 to the Agreement between the **State of Oregon**, acting by and through its Department of Transportation, hereinafter referred to as “ODOT;” the ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION, acting by and through its Policy Committee, hereinafter referred to as “MPO;” and Rogue Valley Transportation District acting by and through its Board of Directors, hereinafter referred to as “Public Transportation Provider,” entered into on July 17, 2018.

It has now been determined by ODOT, MPO and Public Transportation Provider that the Agreement referenced above shall be amended to extend time and update language.

1. **Effective Date.** This Amendment shall become effective on the date it is fully executed and approved as required by applicable law.
2. **Amendment to Agreement.**
 - a. **SECTION 1. TERMS OF AGREEMENT, Paragraph 3, Page 2, which reads:**
 3. The term of this Agreement shall begin on the date all required signatures are obtained. The work identified in Section 1 shall be completed no later than December 31, 2024, on which date this Agreement terminates unless extended by and executed agreement.

Shall be deleted in its entirety and replaced with the following:

3. The term of this Agreement shall begin on the date all required signatures are obtained. The work identified in Section 1 shall be completed no later than December 31, 2034, on which date this Agreement terminates unless extended by an executed agreement.
- b. **SECTION 2. ODOT OBLIGATIONS, Paragraph 5, Page 3, which reads:**
5. ODOT’s Project Manager for this Agreement is Ian Horlacher, MPO Liaison Planner, ODOT, P.O. Box 3275, Central Point, Oregon, 97502; Phone (541) 423-1362; email: ian.k.hhorlacher@odot.state.or.us, or assigned designee upon individual’s absence. ODOT shall notify the other Parties in writing of any contact information changes during the term of this Agreement.

Shall be deleted in its entirety and replaced with the following:

5. ODOT's Project Manager for this Agreement is Ian Horlacher, MPO Liaison Planner, ODOT, 100 Antelope Road, White City, Oregon, 97503; Phone (541) 423-1362; email: ian.k.horlacher@odot.oregon.gov, or assigned designee upon individual's absence. ODOT shall notify the other Parties in writing of any contact information changes during the term of this Agreement.

c. **SECTION 3. MPO OBLIGATIONS, Paragraph 5, Page 3, which reads:**

5. MPO's Project Manager for this Agreement is Karl Welzenbach, Planning Program Manager MPO, P.O. Box 3275, Central Point, Oregon 97502; Phone: (541) 423-1360; email: kwelzenbach@rvcog.org, or assigned designee upon individual's absence. MPO shall notify the other Parties in writing of any contact information changes during the term of this Agreement.

Shall be deleted in its entirety and replaced with the following:

5. MPO's Project Manager for this Agreement is Ryan MacLaren, Planning Program Manager MPO, P.O. Box 3275, Central Point, Oregon 97502; Phone: (541) 423-1338; email: rmaclaren@rvcog.org, or assigned designee upon individual's absence. MPO shall notify the other Parties in writing of any contact information changes during the term of this Agreement.

d. **Exhibit A, Section VI, Subsection a, PUBLIC TRANSPORTATION PROVIDER, Paragraph 1, Page 24, which reads:**

1. Public Transportation Provider shall provide MPO with documentation that includes the necessary data elements as required in federal regulations, including the identification of bicycle and pedestrian projects.

Shall be deleted in its entirety and replaced with the following:

1. Public Transportation Provider shall provide MPO with documentation that includes the necessary data elements as required in federal regulations, including the identification of bicycle and pedestrian projects which are owned or were completed by the Public Transportation Provider as the lead agency.
3. **Counterparts.** This Amendment may be executed in two or more counterparts (by facsimile or otherwise) each of which is an original and all of which when taken together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
4. **Original Agreement.** Except as expressly amended above, all other terms and conditions of the original Agreement are still in full force and effect. MPO and Public Transportation Provider certifies that the representations, warranties and certifications in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

5. Electronic Signatures. The Parties agree that signatures showing on PDF documents, including but not limited to PDF copies of the Agreement and amendments, submitted or exchanged via email are “Electronic Signatures” under ORS Chapter 84 and bind the signing Party and are intended to be and can be relied upon by the Parties. State reserves the right at any time to require the submission of the hard copy originals of any documents.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION, by and through its Policy Board

By _____
Chair
Date _____

ROGUE VALLEY TRANSPORTATION DISTRICT, by and through its elected officials

By _____
Commission Chair
Date _____

MPO Contact:
Ryan MacLaren
Planning Program Manager
RVMPO
P.O. Box 3275
Central Point, OR 97503
541-423-1338
rmaclaren@rvco.org

Public Transportation Provider Contact:
Julie Brown
General Manager
Rogue Valley Transportation District
3200 Crater Lake Avenue
Medford, OR 97504
541-779-5821
jbrown@rvtd.org

STATE OF OREGON, by and through its Department of Transportation

By _____
Policy Data & Analysis Division
Administrator
Date _____

APPROVAL RECOMMENDED

By _____
Interim Public Transit Division
Administrator
Date _____

Region 3 Manager
By _____
Date _____

Region 3 Planning & Programming
Manager
By _____

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

By Jennifer O'Brien Via-Email
Assistant Attorney General

Date: 4/15/24

ODOT/MPO/Public Transportation Provider
Agreement No. 32806

ODOT Contact:

Ian Horlacher

MPO Liaison Planner

ODOT

100 Antelope Road

White City, OR 97503

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