



## AGENDA

# Rogue Valley Metropolitan Planning Organization Public Advisory Council

**Date:** *Tuesday, October 19, 2021*

**Time:** *5:30 p.m.*

**Location:** *Join Zoom Meeting*

<https://us02web.zoom.us/j/89800836879?pwd=VFBZSmFnVFRXRFBXQkt0VWxOaXYvQT09>

*Meeting ID: 898 0083 6879*

*Passcode: 754451*

*Phone #: 253 215 8782*

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

<b>1</b>	<b>Call to Order / Introductions / Review Agenda</b>	<b>Chair</b>
<b>2</b>	<b>Review / Approve Minutes</b>	<b>Chair</b>
<i>Attachment</i>	#1   RVMPO PAC Draft Minutes <a href="#">09/08/2021</a>	
<b>3</b>	<b>Public Comment</b> <i>*Three-minute limit for each speaker</i>	<b>Chair</b>
<b>Action Items</b>		
<b>4</b>	<b>RVTD 5339 Discretionary Fund Application</b>	<b>Paige West</b>
<i>Background</i>	RVTD is applying for 5339 Discretionary funds. Application is due November 19 <sup>th</sup> . They are requesting a letter of support from RVMPO.	
<i>Attachment</i>	#2   <a href="#">Request from Paige West</a> #3   <a href="#">Letter of Support</a>	

<i>Action Requested</i>	Recommendation to the Policy Committee	
<b>5</b>	<b>Covid-19 Discussion</b>	<b>Karl Welzenbach</b>
<i>Attachments</i>	#4   <a href="#">Previous Discussion</a>	
<i>Background</i>	After the previous discussion with both the TAC and the PAC, the consensus was to have two separate discussions for further discussion on Covid-19 funding.	
<b>Discussion Items</b>		
<b>6</b>	<b>Ashland Chip-Seal Project CMAQ Funding</b>	<b>Karl Welzenbach</b>
<i>Background</i>	The Policy Committee has asked the TAC for a recommendation on what to do with the \$468,244 CMAQ funds returned to the RVMPO from the City of Ashland chip seal project. This is to update the PAC on this issue.	
<i>Attachments</i>	#5   <a href="#">Previous Memo</a> #6   <a href="#">2016 RVMPO Project Selection</a>	
<b>7</b>	<b>Improvements to Project Selection Process</b>	<b>Karl Welzenbach</b>
<i>Background</i>	The TAC had some excellent discussions regarding the selection process itself, the application format, as well as project cost estimates. After much discussion the general consensus seemed to fall into two categories: improvements to the application form itself and improvements to the process, detailed more within the attached memo.	
<i>Attachments</i>	#7   <a href="#">Memo</a>	
<b>Regular Updates   Standing Items</b>		
<b>7</b>	<b>MPO Planning Update</b>	<b>Karl Welzenbach</b>
<b>8</b>	<b>Other Business</b>	<b>Chair</b>
<b>9</b>	<b>Next Meeting</b> <i>The next PAC meeting is scheduled for November 16, 2021 at 5:30 p.m. online.</i>	<b>Chair</b>
<b>10</b>	<b>Adjournment</b>	<b>Chair</b>

- The next RVMPO PAC meeting is scheduled for **Tuesday, November 16, 2021, at 5:30 p.m.** held online.
- The next RVMPO Policy Committee meeting will be **Tuesday, October 26, 2021 at 2:00 p.m.** held online.
- The next RVMPO TAC meeting will be **Wednesday, November 10, 2021 at 1:30 p.m.** held online.

**Summary Minutes  
Rogue Valley MPO Technical Advisory Committee  
& Public Advisory Council  
September 8, 2021**



The following attended:

<b>Voting Members for TAC</b>	<b>Organization</b>	<b>Phone Number</b>
Karl Johnson	Ashland   PW	448-5587
Stephanie Holtey	Central Point   PL	
Matt Samitore	Central Point   PW	664-3321 x205
Mike Upston	Eagle Point   PL	826-4212
Robert Miller	Eagle Point   PW	826-4212
Matt Brinkley	Medford   PL	774-2381
Alex Georgevitch, Chair	Medford   PW	774-2114
Joe Slaughter	Phoenix   PW	951-1971
Charles Bennett	Jackson County   PL	774-6115
Mike Kuntz	Jackson County   R&P	774-6228
Justin Shoemaker	ODOT	774-6376
Ian Horlacher	ODOT	774-6399
Paige West	RVTD   PL	608-2429
Josh LeBombard	DLCD (Quorum)	414-7932
<b>Voting Members for PAC</b>		
Mary Wooding	Ashland	482-1066
Jennifer Boardman	Central Point	630-0387
Mike Stanek	Eagle Point	821-1804
Ron Holthusen	Jacksonville	944-5040
Edgar Hee	Bicycle/Pedestrian	734-4872

Mike Montero, Chair	Freight Industry	779-0771
Public Health	Michael Polich	608-3802
<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>
Ann Marie Alfrey	RVCOG	
Nikki Hart-Brinkley	RVCOG	

[RVMPO TAC September 8, 2021 Agenda Packet](#)

Meeting Audio 09/08/2021 Due to technical difficulties no Audio is available.

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

1:31 p.m. | *Quorum for TAC:* Ashland, Central Point, Eagle Point, Medford, Phoenix, Jackson County, ODOT, RVTD.

*Quorum for PAC:* Majority of Appointed Members

**2. Review / Approve Minutes**

*Mike Upston moved to approve the August 11, 2021 RVMPO TAC Meeting Minutes as presented. Seconded by Ian Horlacher.*

*No further discussion.*

*Motion carried unanimously by voice vote.*

*Ron Holthusen moved to approve the July 20, 2021 RVMPO TAC Meeting Minutes as presented. Seconded by Mike Stanek.*

*No further discussion.*

*Motion carried unanimously by voice vote.*

**Action Items**

**3. Presentation on the RTP and AQCD**

*Mike Kuntz moved for the TAC to recommend approval of the draft Regional Transportation Plan and the Air Quality Conformity Determination. Seconded by Ian Horlacher.*

*No further discussion.*

*Motion passed unanimously by voice vote.*

*Edgar Hee moved for the PAC to recommend approval of the draft Regional Transportation Plan and the Air Quality Conformity Determination. Seconded by Ron Holthusen.*

*No further discussion.*

*Motion passed unanimously by voice vote.*

#### **4. Amendment to the 2021-2024 Transportation Improvement Program (TIP)**

*Ian Horlacher moved for the TAC to recommend approval of the amendments to the TIP as presented. Second by Matt Brinkley.*

*No further discussion.*

*Motion passed unanimously by voice vote.*

*Ron Holthusen moved for the PAC to recommend approval of the amendments to the TIP as presented. Second by Edgar Hee.*

*No further discussion.*

*Motion passed unanimously by voice vote.*

#### **5. Covid-19 Funding Discussion**

There were four main propositions discussed; As match for the State's Safe Routes to School, Planning purposes (including land use planning), Divvy the money up into separate "buckets" of funds – planning and projects, and set aside \$100,000 per jurisdiction to be used as match for federal funds

The committees were also presented three different proposals from the City of Ashland for a chip seal project, Nikki Hart-Brinkley for the Near Map Aerial Photography, and Ann Marie Alfrey for the ALERT Wildfire system.

*Mike Kuntz suggested to provide the City of Ashland with \$250,000 to move forward with the Chip Seal project.*

*Joe Slaughter moved for the TAC to recommend to the Policy Committee to provide the City of Ashland \$250,000 and receive back the \$470,000 in CMAQ funding. Amendment that the \$250,000 will be deducted from Ashland during the later distribution of Covid-19 funding. Seconded by Mike Kuntz.*

*No further discussion.*

*Motion passed 12 yes's and 2 abstained.*

*Mary Wooding moved the PAC recommend to the Policy Committee to provide the City of Ashland \$250,000 and receive back the \$470,000 in CMAQ funding ad that the \$250,000 will be deducted from Ashland during the later distribution of Covid-19 funding. Seconded by Edgar Hee.*

*No further discussion.*

*Motion passed unanimously.*

## ***Discussion Items***

### **6. Public Comment**

*No Comments.*

## ***Regular Updates***

### **7. MPO Planning Update**

*Provided by Karl Welzenbach regarding the Transportation/Infrastructure Bills, and the possibility of becoming a TMA*

### **8. Other Business / Local Business**

*There will not be another joint meeting. Each member of each committee will be notified of both meetings.*

### **9. Adjournment**

4:04 p.m.

#### *Scheduled Meetings*

RVMPO TAC | October 13, 2021 | 1:30 p.m.

RVMPO Policy Committee | September 28, 2021 | 2:00 p.m.

RVMPO PAC | October 19, 2021 | 5:30 p.m.

**From:** [Karl Welzenbach](#)  
**To:** [Kelsey Sharp](#)  
**Subject:** Fwd: Agenda item for Oct.- 5339 Letter of Support  
**Date:** Thursday, October 7, 2021 11:49:28 AM

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**From:** "West, Paige" <[pwest@rvtd.org](mailto:pwest@rvtd.org)>  
**To:** Karl Welzenbach <[kwelzenbach@rvcog.org](mailto:kwelzenbach@rvcog.org)>, Kelsey Sharp <[ksharp@rvcog.org](mailto:ksharp@rvcog.org)>  
**Sent:** 9/30/2021 3:36 PM  
**Subject:** Agenda item for Oct.- 5339 Letter of Support

Hi Karl,

RVTD is applying for 5339 Discretionary funds. The application is due Nov. 19th.  
Could we have an agenda item for the TAC and PC to consider a letter of support?

Paige West  
RVTD Planning &  
Strategic Programs Manager  
(541) 608-2429  
[www.rvtd.org](http://www.rvtd.org)







**Rogue Valley  
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October 26, 2021

Nuria Fernandez, Administrator  
U.S. Department of Transportation  
Federal Transit Administration  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Dear Administrator Fernandez:

I am writing on behalf of the Rogue Valley Metropolitan Planning Organization (RVMPO) to express our support of the Rogue Valley Transportation District's (RVTD) request to the FTA Bus and Bus Facility program for grant funding to complete the RVTD Campus Expansion and Operations Enhancements Project. This much needed facility improvement will support RVTD's entire bus fleet and personnel to help enhance transportation access and mobility throughout the region.

Specifically, RVTD is requesting funds for an expanded Transportation Operations facility, which will address current capacity limitations on its campus and accommodate future growth through 2050. RVTD's primary headquarters is located in the City of Medford and facilitates all of RVTD's critical functions. Unfortunately, as demand for RVTD's service has grown, the size and condition of some facilities have become insufficient to support RVTD's personnel and growing fleet needs.

Federal funding would enable RVTD to construct a new Transportation Operations building along with separated staff parking, electric vehicle charging for passenger cars and improve driver safety when walking to and from the bus fleet. The building will be constructed on an adjacent parcel RVTD purchased in 2019 freeing up space for the expanded bus fleet.

RVMPO serves as the Metropolitan Planning Organization for the southern Oregon region. Should this project be awarded, we anticipate its quick addition to the RVMPO Transportation Improvement Plan (TIP). Given our policies and requirements to provide plenty of opportunity for public comment, the typical timeframe for TIP amendments is approximately one to two months. Based on our knowledge of the project, it is eligible for amendment into the TIP and would be added into the plan well within the typical timeframe.

Federal investment in this project would support the vital service RVTD provides to communities throughout the Rogue Valley. I respectfully urge your strong consideration of this proposal and the significant benefits it would provide to our region. Thank you for your consideration.

Sincerely,

Jim Lewis, Chair,  
RVMPO Policy Committee

# CITY OF ASHLAND

July 21, 2021

Karl D. Welzenbach  
Planning and Program Manager  
Rogue Valley Council of Governments  
155 N. First St | PO Box 3275  
Central Point, OR 97502

RE: COVID Relief Funding

Dear Karl,

The City of Ashland would like to seek approval of a proposal in that the City returns the current CMAQ distribution of \$468,244 for the Ashland Chip Seal Project (Key# 21016, RTP #166) and in return the City would ask for distribution of \$420,000 in COVID Relief Funding and take over and manage the chip seal project to completion. This proposal will assist a currently underfunded CMAQ project that can take advantage of the \$468,244 to help and expand the chip seal project to complete more streets as originally intended.

While working through the CMAQ Chip Seal project process with ODOT, we are both realizing the project is not panning out as we hoped. The cost/benefit with respect to the engineering and construction phases is skewed because of Federal requirements associated with the CMAQ program. Currently, preliminary engineering is projected to be approximately \$350,00 of the \$561,648 project total, leaving only \$210,000 for construction. Without the requirements tied to the CMAQ funding the City feels that all of the \$420,000 could be used on construction alone. After including the original City share, we are hoping to complete at least double the number of streets of what it appears would be able to be finished if it were to remain a CMAQ project. Completing this project is a priority for the City and meets the goals of the region through particulate reduction.

The City has discussed this proposal with ODOT, and they are in complete support of the proposal. In addition, it will free ODOT staff of their obligations of the local agency assistance requirement for the Chip Seal project and will provide more timely resources to other locally delivered federal aid projects managed by ODOT.

The City would welcome your feedback on this proposal and would appreciate hearing what our next steps should be in this process.

Sincerely,



Scott Fleury, PE  
Public Works Director



## NOTES FROM SEPTEMBER 8<sup>TH</sup> JOINT MEETING – TAC AND PAC

### **COVID – 19 Discussion –**

Agreed Upon Restriction – Must be used for transportation purposes and to be spent within the MPO area (although there seemed to be an agreement to make this definition pretty loose as to what would qualify for “transportation purposes”)

Proposed use/division of funds:

1. As match for the State’s Safe Routes to School (Mike Stanek)
2. Planning purposes (including land use planning)
3. Divvy the money up into separate “buckets” of funds – planning and projects
4. Set aside \$100,000 per jurisdiction to be used as match for federal funds

The discussion continued and there seemed to be agreement that this subject needs further time for discussion. Committees agreed to hear the presentations on the three specific proposals on the use of some of these funds: City of Ashland Chip Seal Project, Near Map Aerial Photography, and ALERT Wildfire. The city of Ashland and ODOT stressed that this project had reached a critical point and that both the city and ODOT would need a decision this month. Neither of the other proposals were time sensitive.

**City of Ashland** – wanted \$420,000 and would return the \$470,000 in CMAQ

**Near Map Aerial Photography** – the ask is for around \$57,000 for a three-year period

**ALERT Wildfire** – the ask is for \$60,000

Mike Kuntz suggested that a compromise be considered ... Provide the City of Ashland with \$250,000 and let them move forward with as much of the chip seal project as they can.

For the TAC - Joe Slaughter made a motion to that effect with the stipulation that the City of Ashland pay back the \$470,000 in CMAQ funding.

Mike Kuntz seconded the motion with a friendly amendment that whatever the final distribution of funds is the \$250,000 would be deducted from the final allocation to the city of Ashland. Friendly amendment was agreed to and the motion passed with two abstentions – Karl Johnson and Justin Shoemaker.

For the PAC – Mary Wooding echoed the same motion and Edgar Hee seconded. Passed unanimously

There was a subsequent discussion regarding whether or not a second Joint Meeting should be held. The consensus was that each committee desired to meet separately but that each committee be formally notified of the others’ schedule.

2016 RVMPO Project Selection - Policy approved 1-24-17

Rank			Requested		Awarded		Remaining Funds	
			STBG	CMAQ	STBG	CMAQ	STBG	CMAQ
1	Central Point	W. Pine	\$ 1,187,462	\$ 1,517,385	\$ 1,187,462	\$ 1,517,385	\$ 1,766,555	\$ 1,723,896
2	Jackson Co.	Foothill	\$ 1,255,652	\$ 1,255,652	\$ 1,255,652	\$ 755,652	\$ 510,903	\$ 968,244
3	Phoenix	North Couplet	\$ 73,000	\$ -	\$ 73,000	\$ -	\$ 437,903	\$ 968,244
4	Ashland	Ashland Chip Seal	\$ -	\$ 816,081	\$ -	\$ 468,244	\$ 437,903	\$ 500,000
5	Eagle Point	S Royal	\$ 532,000	\$ -	\$ 437,903	\$ -	\$ -	\$ 500,000
6	Jackson Co.	140 Greenway	\$ -	\$ 776,164		\$ 500,000	\$ -	\$ -
7	Medford	Foothill	\$ 2,200,000	\$ 1,240,000			\$ -	\$ -
7	RVTD	Buses	\$ -	\$ 1,150,000			\$ -	\$ -
7	RVTD	Trip Red. Prog.	\$ -	\$ 120,000			\$ -	\$ -
7	Jackson Co.	Expo Parking	\$ -	\$ 559,873			\$ -	\$ -
		Total	\$ 5,248,114	\$ 7,435,155	\$ 2,954,017	\$ 3,241,281		
		Available	\$ 2,954,017	\$ 3,241,281	\$ 2,954,017	\$ 3,241,281		
		Balance	\$ (2,294,097)	\$ (4,193,874)	\$ -	\$ -		
			\$ (6,487,971)		\$ -			

On a motion by John Vail, seconded by Paige Townsend, if additional funds become available, Projects 1-6 will be made whole in the order in which they were prioritized in the previous motion



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DATE: August 16, 2021  
TO: Technical Advisory Committee  
FROM: Karl Welzenbach, Planning Program Director  
SUBJECT: Recommendations on Project Applications and Selection Process

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This memo contains recommendations for the RVMPO Policy Committee that were the result of several hours of discussion by the Technical Advisory Committee members over the period of three meetings.

After much discussion the general consensus seemed to fall into two categories: improvements to the application form itself and improvements to the process. The following recommendations are what the TAC came to consensus on:

**Recommendations:**

Improvements to the Application -

- Include a check box in the application for jurisdictions to indicate whether or not they intend to pursue a simple fund exchange.
- Include ODOT's prospectus (or a portion of it) in the MPO's application form.

Improvements to the Process -

1. Restrict application for CMAQ funding to projects that cost in excess of \$1 million (note: there is still some hesitancy to creating a "hard" minimum)
2. Hold a workshop subsequent to the call for projects to be hosted by the MPO staff but conducted by ODOT staff to review with the jurisdictions all of the requirements associated with the use of federal funds.
3. Make the aforementioned workshop mandatory – if a jurisdiction applies for funding but does not attend the workshop that application will be thrown out.
4. Identify two categories of projects: a) simple projects that could be fund exchanged and proceed apace; b) larger more complicated and costly projects
5. Allow jurisdictions to apply for just a planning phase (minimum of \$150,000)
6. Place greater onus is on the Technical Advisory Committee to undertake a more critical review of each application.