

AGENDA

Rogue Valley Metropolitan Planning Organization Technical Advisory Committee



Date: Wednesday, February 09, 2022

Time: 1:30 p.m.

Location: Join Zoom Meeting

<https://us06web.zoom.us/j/83761554745?pwd=ZGVuTVhTcFJlbXNSNkdBSzhKL0dMZz09>

Meeting ID: 837 6155 4745

Passcode: 820802

Phone #: 253 215 8782

Contact: Office Specialist, RVMCOG: 541-423-1375

RVMPO website: www.rvmppo.org

1	Call to Order / Introductions / Review Agenda	Chair
Consent Agenda		
2	Review / Approve Minutes	Chair
Attachment	#1 RVMPO TAC Meeting Draft Minutes 1/12/2022	
Action Items		
3	Election of Officers	Karl Welzenbach
Background	Each year the TAC selects a new Chair and Vice-Chair	
Attachment	#2 Bylaws	
Action Requested	Election of new officers	
4	Review, Discussion, and Possible Action on Matrix and Scoring Criteria for Project Selection	Karl Welzenbach
Background	At its January 25 th meeting the Policy Committee had a lengthy discussion on the modifications to the scoring criteria and matrix for project selection. The conversation wrapped up with a motion made and adopted as follows: “Ask the TAC to review the scoring matrix and criteria to make sure that they feel that adequate weight is being given to transit and bike/ped projects”	
Attachment	#3 Scoring criteria and matrix	
Action Requested	Possible modification to scoring criteria/matrix	

Discussion Items		
5	Draft UPWP and Dues	Karl Welzenbach
<i>Background</i>	Each year the RVMPO is required to develop the Unified Planning Work Program for the upcoming fiscal year. This document identifies all federal, state, and local planning funds that will be expended in the MPO area, and on which tasks those funds will be expended.	
<i>Attachment</i>	#4 Draft UPWP #5 Proposed Dues	
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 TAC meeting will be **Wednesday, March 09, 2022 at 1:30 p.m.** Online.
- The next RVMPO Policy Committee meeting will be **Tuesday, February 22, 2022 at 2:00 p.m.** Online.
- The next RVMPO PAC meeting is scheduled for **Tuesday, February 15, 2022, at 5:30 p.m.** 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 Technical Advisory Committee
January 12, 2022**



The following attended:

Voting Members	Organization	Phone Number
Karl Johnson	Ashland PW	448-5587
Stephanie Holtey	Central Point PL	423-1031
Matt Samitore	Central Point PW	664-3321 x205
Mike Upston	Eagle Point PL	826-4212
Alex Georgevitch, Chair	Medford PW	774-2114
Kristen Maze	Talent PL	535-1566 x1010
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
Josh LeBombard	DLCD (Quorum)	414-7932
Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Interested Parties	Organization	Phone Number
Michael Montero	PAC	
James Philip	Jackson County	
Shadell Clark	Jackson County	
Eleanor Ponomareff	Talent	

1. Call to Order / Introductions / Review Agenda 00:00–02:06

1:31 p.m. | *Quorum*: Ashland, Central Point, Eagle Point, Medford, Talent, Jackson County, ODOT.

2. Review / Approve Minutes 02:06–03:20

02:28 | *Ian Horlacher moved to approve the December 8, 2021 RVMPO TAC Meeting Minutes as presented. Seconded by Mike Upston.*

No further discussion.

Motion passed by unanimously voice vote.

Action Items

3. Amendment to the 2021-2024 Transportation Improvement Program (TIP) 03:20 – 05:54

04:48 | *Mike Upston moved to recommend approval of the amendment as presented. Seconded by Mike Kuntz.*

No further discussion.

Motion passed unanimously by voice vote.

Discussion Items

4. Revised Application Form and Information 05:54 – 51:38

09:50 | *Question from Alex Georgevitch: Are any questions a pass/fail? If any question is, it should be stated.*

There are none right now, if this committee wants any to be, that can be discussed. The questions are not pass/fail, however a note will be added that certain questions will be taken into serious concertation.

23:26 | *Comments from Alex Georgevitch: In the past, there has been problems with too much information for the box in the PDF. A possible fix could be having the jurisdiction add a separate document with all the information that is numbered by the boxes on the PDF application.*

25:50 | *Comments from Karl Welzenbach: Everything regarding Alternative Measures has been removed, and the questions regarding the Population Served and Population Jobs have been removed.*

37:02 | *Comments from Karl Welzenbach: Two major modifications have been the Bike\Ped project selection process, and the addition of ODOT's Multi-model Analysis.*

46:16 | *Comments from Karl Welzenbach: ODOT has a CMAQ application form that is required to be filled out and submitted to ensure the project is eligible for CMAQ Funds. This will be required if a jurisdiction is asking for any CMAQ Funds.*

5. Public Comment 51:38 – 53:40

Concerns were raised about the Alternative Measures.

Regular Updates

6. MPO Planning Update 53:40 – 01:06:37

Provided by Karl Welzenbach regarding the possibility of the MPO becoming a TMA, and the possibility of the RVMPO lending the MRMPO funds for a study.

7. Other Business / Local Business 01:06:37–01:23:13

Updates from Jackson County and Central Point, and RVTD.

8. Adjournment

2:44 p.m.

Scheduled Meetings

RVMPO TAC | February 09, 2022 | 1:30 p.m.

RVMPO Policy Committee | January 25, 2022 | 2:00 p.m.

RVMPO PAC | January 18, 2022 | 5:30 p.m.

**BYLAWS
ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG)
METROPOLITAN PLANNING ORGANIZATION (MPO)
TECHNICAL ADVISORY COMMITTEE (TAC)**

Article I

Name

This committee shall be known as the Technical Advisory Committee to the Metropolitan Planning Organization.

Article II

Purpose

This committee shall undertake for the MPO Policy Committee the technical activities necessary for the continuing, comprehensive and cooperative (3-C) transportation planning process described in the Unified Planning Work Program.

The committee shall conduct, under the direction of the MPO Policy Committee, the technical portions of the Rogue Valley Regional Transportation Plan, including, but not limited to the following activities.

- a. Annual preparation of the Unified Planning Work Program to address transportation issues in the metropolitan planning area.
- b. Preparation of plans, programs and special studies to address transportation issues in the metropolitan planning area.
- c. Work with the MPO to ensure public participation in the transportation planning process.
- d. Preparation of the Transportation Improvement Program at intervals of no less than biannually.

Article III

Membership - Voting

Section 1. Membership of the Committee

The committee will be made up of representatives of the following jurisdictions and agencies:

City of Medford Public Works
City of Medford Planning
City of Central Point Public Works
City of Central Point Planning
City of Phoenix Public Works
City of Phoenix Planning
City of Jacksonville Public Works
City of Jacksonville Planning
City of Talent Public Works
City of Talent Planning
City of Ashland Public Works
City of Ashland Planning
City of Eagle Point Public Works
City of Eagle Point Planning
Jackson County Public Works
Jackson County Planning
Rogue Valley Transportation District (RVTD) Planning (2 representatives)
Oregon Department of Transportation (ODOT) Region III Planning Representative
Oregon Department of Transportation (ODOT) Rogue Valley Area Representative
Department of Land Conservation and Development (DLCD)
Department of Environmental Quality (DEQ)
Federal Highway Administration (non-voting)

- b. Members may designate alternates to serve in their place.
- c. Designees may serve on a meeting-by-meeting basis or on a permanent basis.
- d. Designees serving on a permanent basis shall be afforded all the rights of a member, including the opportunity to serve as a committee officer.
- e. The committee shall have non-voting ex-officio members as appointed by the chair.
- f. The Federal Highway Administration Division Planning Engineer shall serve as a non-voting ex-officio member.

Section 2. Appointment and Tenure of Committee Membership

- a. Each jurisdiction with membership on the committee shall appoint its representatives. The MPO Policy Committee shall ratify all committee appointments.
- b. Members shall serve until they are replaced by their jurisdictions.

Section 3. Voting Privileges

- a. Each member shall be entitled to one vote on all issues presented at regular and special meetings at which the jurisdiction is present.

Article IV

Meetings

Section 1. Regular Meetings

- a. The committee shall hold its regular meeting on the second (2nd) Wednesday of each month.

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 exist when the majority of member jurisdictions are present. Member jurisdictions are one individual from each of the following: cities of Medford, Central Point, Phoenix, Jacksonville, Talent, Ashland, Eagle Point; Jackson County; Rogue Valley Transportation District; and ODOT Rogue Valley Area Office.
- c. The voting on all questions coming before the MPO Technical Advisory Committee shall be by 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. All meetings shall be conducted in accordance with Roberts' Rule of Order.

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.

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.

Section 3. Duties

- a. The chair shall preside at all meetings and is entitled to vote on all issues.
- b. The vice-chair shall perform all duties of the chair in the chair's absence.

Section 4. Planning Program Manager

The RVCOG's Planning Program Manager shall be a non-voting, ex-officio 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 full committee.
- d. The chair and the Planning Program Manager shall serve as ex-officio 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 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 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.

Section 2.

- a. Amendments to the bylaws shall become effective upon approval by the MPO Policy Committee.

Approved by the MPO Policy Committee:


Michael Quilty, Chair

March 27, 2018
Date

RVMPO Evaluation Measures

Goals and Project Funding Criteria-Table

Items in red will be part of CMAQ funding evaluation unless specifically disqualified (adds capacity, maintains existing facility/service)

	2045 RTP Goal	FAST Act MPO Requirements	Evaluation Criteria	How Measured
1: <i>Mobility</i>	Plan for, develop and maintain a balanced multi-modal transportation system to address existing and future needs.	Enhance the integration and connectivity of the transportation system, across and between modes for people and freight.	1. Safety or security issue addressed; Accident/injury reduction	Describe safety problem, and how project would reduce number and severity of crashes. Use ARTS Crash Reduction Factor List (If project demonstrates air quality benefit it will be evaluated for CMAQ.)
			2. Congestion relief/reduce delay	Level of Service improvement; idle time reduced. HDV may be calculated separately. (To qualify for CMAQ project must provide cost-effective congestion mitigation that provides an air quality benefit. If project adds capacity, it will not be considered for CMAQ.).
			3. Promote connectivity (more direct travel, network infill)	Describe connectivity feature. If project reduces VMT it could help the region meet greenhouse emission requirements.
	Optimize safety and security of the transportation system.	Increase accessibility and mobility.	4. AADT	Provide latest traffic count data
		Increase safety of the transportation system. Increase security of the transportation system.		
2: <i>Community Vitality & Livability</i>	Use transportation investments to foster compact, livable communities. Develop a plan that builds on the character of the community, is sensitive to the environment and enhances quality of life.	Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and planned growth and economic development.	1. Benefit/impact on senior, disabled, low-income, or minority populations	Does the project impact protected populations based on RVMPO Environmental Justice Plan
			2. Benefit to freight movement, commercial traffic	Does the project promote or support an increase in housing along transit routes. (If VMT reduction can be directly linked)
				Is the project located in a downtown, activity center, designated TOD or other mixed-use (residential/employment) area? Does the project support, or is it part of, a high-density (at least 10-unites/acre for housing) area? Describe the relationship
	Use transportation investments to foster economic opportunities.	Support economic vitality especially by enabling global competitiveness, productivity and efficiency.		Describe the benefit to movement of commercial vehicles. (If project reduces truck VMT or emissions – esp. pre 1986 trucks – project will be evaluated for CMAQ).
3: <i>Transportation Options</i>	Use incentives and other strategies to reduce reliance on single-occupant vehicles.	Increase accessibility and mobility.	1. Encourage/support SOV reduction; Reduce auto dependence.	Does the project reduce SOV use; what elements of project contribute?
				Describe how the project will increase use of alternative modes. Utilize Adopted diversion factor worksheet for identifying number of bike/ped trips
				Provide total length of qualifying bicycle lane.
				Provide total length of qualifying sidewalks
				Identify Level of Stress (utilizing ODOTs Chapter 14 Analysis procedure for multi-modal projects)
4: <i>Resource Conservation</i>	Maximize efficient use of transportation infrastructure for all users and modes.	Promote efficient system management and operation.	1. Address/mitigate environmental impacts	Describe project’s benefit to natural environment. Does project include conservation features (ex. permeable surface)
			2. Air quality benefit, long term including NOX and VOC.	If there are air quality benefit in addition to responses provided to RED-TEXT criteria, describe. Emission reductions and cost/benefit analysis will be done based on responses provided to items in red. Numbers supplied or staff-generated for Mobility item 4 will be used in this analysis.
			3. Reduce greenhouse gas emissions (CO) ₁	Does the project reduce reliance on travel by combustion vehicles, or shift to lower-carbon fuel? (It’s anticipated that projects contributing to the Alternative Measures will reduce GHG emissions.)
	Encourage use of cost-effective emerging technologies to achieve regional transportation goals.	Emphasize the preservation of the existing transportation system.	4. Use emerging/new technology	Describe technology to be incorporated into project.
			5. Preserves existing transportation asset	How does the project extend the life of facility without the construction of new facilities? Does the project refurbish existing facility? (If facility is transit, bike or pedestrian it will be considered for CMAQ evaluation.)
			6. Reduce VMT	Reduction formula based on project type.
			7. Improve system efficiency	Describe efficiency: Facility able to handle greater ADT without expansion; Improve other transportation function with smaller investment; reduced operational costs; other?
			8. Lifespan	Useful life of investment. For roadway projects, uniform lifespan applies as determined by predominate material used: concrete = 30 yrs; asphalt = 20 yrs; bike lanes = 20 yrs.
			9. Other public, private funding sources (leverage)	List overmatch, other funds

(1) Greenhouse gas emissions can be reduced by reducing congestion, increasing operational efficiency, supporting alternative modes reducing use of combustion vehicles, and shifting to lower-carbon fuels (<http://www.deq.state.or.us/air/committees/lowcarbon.htm>).

PROPOSED DUES

	RVMPO Proposed 2022-23 Dues				
Member Jurisdictions	Population	Dues Rate per Capita	Proposed FY2022-23 Dues	FY2021-22 Dues	Dues Increase
Ashland	21,105	\$0.16	\$3,377	\$3,377	\$0
Central Point	18,755	\$0.16	\$3,001	\$3,001	\$0
Eagle Point	9,375	\$0.16	\$1,500	\$1,500	\$0
Jacksonville	3,040	\$0.16	\$486	\$486	\$0
Medford	83,115	\$0.16	\$13,298	\$13,298	\$0
Phoenix	4,660	\$0.16	\$746	\$746	\$0
Talent	6,530	\$0.16	\$1,045	\$1,045	\$0
Jackson County	42,896	\$0.16	\$6,863	\$6,863	\$0
<i>Total</i>	189,476		\$30,316	\$30,316	\$0

The RVCOG staff utilized Portland State University population estimates for the incorporated areas for 2019. Unincorporated population estimates utilize geo-enriched data.