



**AGENDA**  
**Rogue Valley Metropolitan Planning Organization**  
Public Advisory Council

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**Date: Tuesday, October 17, 2023**

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

**Join In-Person**

**Location:** Lewis Conference Room  
RVCOG, 155 N 1<sup>st</sup> Street,  
Central Point

**Transit:** Served by RVTD Route #40

**Contact:** RVCOG: 541-423-1375

**Website:** [www.rvmopo.org](http://www.rvmopo.org)

**Or via Zoom**

**Meeting ID:** 874 6544 1555

**Phone #:** +1 669 900 6833

**Zoom Link:**

<https://us06web.zoom.us/j/87465441555>

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

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

**Chair**

**Consent Agenda**

**2. Review / Approve Minutes**

**Chair**

Attachment: [#1 RVMPO PAC Meeting Draft Minutes 09/19/2023](#)

**Action Items**

**3. Amendment to the 2021-24/2024-27 TIPs**

**Ryan MacLaren**

**Background:** The City of Medford has proposed, and the Policy Committee has approved the initiative for the City of Medford to cancel two projects thereby freeing up federal funds in order to make use of the carry-over funds that must be obligated by December 31<sup>st</sup> of this year.

The 21-day public comment period and public hearing was advertised on or before Tuesday October 3, 2023 in the *Rogue Valley Times*, and information is currently available on the RVMPO website.

**Attachments:** #2 [TIP Amendment Memo](#)  
#3 [PCR](#)

**Action Requested:** *Recommendation of Approval*

**Discussion Items**

**4. Federal Urban Area Boundary (FUAB)**

**Karl Welzenbach**

**Background:** This issue has caused a bit of controversy for members of the TAC. However, at its latest meeting the TAC did come up with a resolution that, as yet, has been agreed to. MPO staff has developed a new map and shared it with the respective jurisdictions. Staff anticipates that the TAC members will have little if no changes to the map so that we can bring this issue before the Policy Committee this month.



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Attachments: #4 Updated map will be distributed at a later date

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**5. Construction Clearing House**

**Karl Welzenbach**

Background: Last month, a request was made for a “Clearing House” for projects going on within the RVMPO. Staff has created a page with links to each jurisdiction’s webpage with information on upcoming projects, and construction and road closures happening.

Attachments: #5 <https://rvmpo.org/construction/>

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**6. Public Comment**

**Chair**

**Regular Updates**

**7. RVMPO Update**

**Karl Welzenbach**

**8. Other Business / Local Business**

**Chair**

Opportunity for RVMPO member jurisdictions to talk about transportation planning projects

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**9. Adjournment**

**Chair**

**Scheduled Meetings**

RVMPO TAC	November 8, 2023	1:30 p.m.
RVMPO PAC	November 21, 2023	5:30 p.m.
RVMPO Policy Meeting	October 24, 2023	2:00 p.m.

All meetings are available in-person and online via Zoom unless otherwise noted.



**SUMMARY MINUTES**  
**Rogue Valley Metropolitan Planning Organization**  
Public Advisory Council

**Date: Tuesday, September 19, 2023**

Voting Members	Organization	Phone Number
Mary Wooding	Ashland	482-1066
Larry Martin	Central Point	941-6788
Mike Stanek	Eagle Point	821-1804
Kayla Mauriello	Medford (East)	307-421-5254
Ron Holthusen	Jacksonville	944-5040
Special Interest	Organization	Phone Number
Edgar Hee	Bicycle/Pedestrian	734-4872
Mike Montero, Chair	Freight	779-0771
Michael Polich	Public Health	608-3802
Robin Lee	Senior	773-7185
Non-Voting Member	Organization	Phone Number
Staff	Organization	Phone Number
Karl Welzenbach	RVCOG	423-1360
Kelsey Sharp	RVCOG	423-1375
Interested Parties	Organization	

**RVMPO PAC Minutes – Tuesday, September 19, 2023**

[Agenda Packet](#)

[Meeting Audio](#)

**1. Call to Order at 5:30 / Introductions / Review Agenda 00:00 – 01:03**

Quorum: 6 Total Members

**2. Review / Approve Minutes 01:03 – 01:40**

- 01:19** Mary Wooding moved to approve the August 15, 2023, RVMPO PAC Meeting Minutes as presented. Seconded by Ron Holthusen.  
No further discussion.  
Motion passed unanimously by voice vote.



## Action Items

### 3. Roll Over Funds **01:40 – 11:50**

- 11:24** Kayla Mauriello moved to recommend approval of Medford's Proposal for the Roll Over Funds. Seconded by Mary Wooding.  
No further nominations.  
Motion passed unanimously by voice vote.

## Discussion Items

### 4. FAUB/FFC **11:50 – 31:35**

### 5. Fund Exchange Program Update **31:35 – 45:07**

### 6. Public Comment **45:07 – 45:25**

## Regular Updates

### 7. MPO Planning Update **45:25 – 46:43**

*Ride the Rogue is September 26<sup>th</sup>!*

### 8. Other Business / Local Business **46:43 – 46:44**

### 9. Adjournment

6:27 p.m.

#### Scheduled Meetings

RVMPO TAC	October 11, 2023	1:30 p.m.
RVMPO PAC	October 17, 2023	5:30 p.m.
RVMPO Policy Meeting	September 26, 2023	2:00 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

DATE: October 3, 2023  
TO: RVMPO Public Advisory Council  
FROM: Ryan MacLaren, Senior Planner  
SUBJECT: TIP Amendments

The PAC is being asked to make recommendations to the Policy Committee on the proposed TIP amendments described below and on the following pages. The Policy Committee will hold a public hearing at 2:00 p.m. on Tuesday, October 24, 2023 to consider adoption of the proposed TIP amendments. A press release for the 21-day public comment period and public hearing was sent on or before October 3<sup>rd</sup> to the Rogue Valley Times, Grants Pass Daily Courier, and the information is currently available on the RVMPO website. Information on the projects is enumerated, below:

### A. Cancel Project in TIP: *Hamilton Road to Orange Street (Medford) (KN 22276)*

Description: Cancel 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	
Medford														
Hamilton Road to Orange Street (Medford)	Pave the existing gravel alley w hich will reduce dust and provide air quality benefits by removing fine particulates.	n/a	Exempt (40 CFR § 93.126 Table 2)- Pavement Resurfacing/Rehabilitation per inter-agency consultation 4/29/2020			Planning					\$ -			\$ -
				22276	2024	Design	\$ 32,197	CMAQ	\$ 3,685	Local	\$ 35,882			\$ 35,882
				22276	2024	Land Purchase	\$ 50,000	CMAQ	\$ 5,723	Local	\$ 55,723			\$ 55,723
						Utility Relocate					\$ -			\$ -
				22276	2024	Construction	\$ 237,527	CMAQ	\$ 27,186	Local	\$ 264,713	\$ 43,406	Local	\$ 308,119
						Other					\$ -			\$ -
					Total FFY21-24		\$ 319,724		\$ 36,594		\$ 356,318	\$ 43,406		\$ 399,724

**B. Cancel Project in TIP: *Stevens Street Improvements Project - Crater Lake Ave to Wabash (KN 22277)***

Description: Cancel 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	
Medford														
Stevens Street: Crater Lake Ave to Wabash Ave	Design and construct bike and pedestrian facilities to improve pedestrian safety. Related Programs	n/a	Exempt (40 CFR § 93.126 Table 2) - Safety & Bike and Pedestrian Facilities.			Planning					\$ -			\$ -
				22277	2024	Design	\$ 283,334	STBG	\$ 32,429	Local	\$ 315,763			\$ 315,763
				22277	2024	Land Purchase	\$ 471,000	STBG	\$ 53,908	Local	\$ 524,908			\$ 524,908
						Utility Relocate					\$ -			\$ -
				22277	2024	Construction	\$ 1,276,833	STBG/CMAQ	\$ 146,139	Local	\$ 1,422,972	\$ 358,825	Local	\$ 1,781,797
				22277	2024	Other	\$ 76,000	STBG	\$ 8,699	Local	\$ 84,699			\$ 84,699
					Total FFY21-24		\$ 2,107,167		\$ 241,175		\$ 2,348,342	\$ 358,825		\$ 2,707,167



## REGION 3 PROJECT CHANGE REQUEST (PCR)

CLEAR

Submit this form to appropriate ODOT Transportation Project Manager (TPM) or ODOT State contact to request approval to change the scope of work, schedule, or budget as described in "Exhibit B" of the Intergovernmental Agreement (IGA) for the project.

### Project Details

PROJECT NAME		STIP KEY #	IGA #	PCR #	
RECIPIENT AGENCY (APPLICANT/S)		BRIDGE #(S)			
LOCAL AGENCY PROJECT LEAD (REQUESTOR) NAME		TITLE			
		AGENCY/ORG.			
PHONE	FAX	E-MAIL			
SIGNATURE		DATE			
MPO <input type="checkbox"/> YES <input type="checkbox"/> NO	IGA AMEND. <input type="checkbox"/> YES <input type="checkbox"/> NO	ADA CONST. <input type="checkbox"/> YES <input type="checkbox"/> NO	SFLP <input type="checkbox"/> YES <input type="checkbox"/> NO	CERTIFIED AGENCY <input type="checkbox"/> YES <input type="checkbox"/> NO	ODOT FACILITY <input type="checkbox"/> YES <input type="checkbox"/> NO

Send this completed form and any attachments by email to the ODOT contact and/or as indicated in the IGA.

### Funding Program *Please mark all that apply*

- |   |   |
|---|---|
| <input type="checkbox"/> Multimodal Transportation Enhance Program (MTEP) | <input type="checkbox"/> Congestion Mitigation and Air Quality Program (CMAQ) |
| <input type="checkbox"/> Surface Transportation Block Grant (STBG)        | <input type="checkbox"/> Transportation Alternatives Program Project (TAP)    |
| <input type="checkbox"/> Safety Program (ARTS, HSIP, etc..)               | <input type="checkbox"/> Transportation Demand Management Program (TDMP)      |
| <input type="checkbox"/> Fund Exchange (FEX - STP)                        | <input type="checkbox"/> Federal Transit Administration (FTA)                 |
| <input type="checkbox"/> Intelligent Transportation Systems (ITS)         | <input type="checkbox"/> Western Federal Lands Highway (W-FLH)                |
| <input type="checkbox"/> Local Bridge Program (LBP)                       | <input type="checkbox"/> Emergency Relief Program (ERP)                       |
|   | <input type="checkbox"/> Other:   |

### Type of Change *Please mark all that apply\**

- |                                       |   |   |   |
|---------------------------------------|---|---|---|
| <input type="checkbox"/> <b>Scope</b> | <input type="checkbox"/> <b>Schedule</b>                  | <input type="checkbox"/> <b>Budget</b>        | <input type="checkbox"/> <b>Other</b>             |
| <input type="checkbox"/> Reduce Scope | <input type="checkbox"/> Delay a Milestone > 90 Days      | <input type="checkbox"/> Cost Increase        | <input type="checkbox"/> Add project or phase     |
| <input type="checkbox"/> Expand Scope | <input type="checkbox"/> Delay the STIP Year (slip)       | <input type="checkbox"/> Cost Decrease        | <input type="checkbox"/> Remove project or phase  |
| <input type="checkbox"/> Change Scope | <input type="checkbox"/> Advance a Milestone or STIP Year | <input type="checkbox"/> Changes in fund plan | <input type="checkbox"/> Combine or split project |
| <input type="checkbox"/> Other:       | <input type="checkbox"/> Other:                           | <input type="checkbox"/> Other:               | <input type="checkbox"/> Other:                   |

*\*For marked changes, please provide details in the applicable Change Justification section(s).*



## REGION 3 PROJECT CHANGE REQUEST (PCR)

### Change Justification & Details

Does the STIP or MTIP need to be amended? ☐ YES\* ☐ NO \*If "YES", TPM to work with ODOT STIP Coordinator to provide information on STIP impacts worksheet.

**What is the change?** Please summarize the overall change request here; scope, schedule, and budget details can be captured in following sections.

**Why does the project need to change?** Please provide as much detail as possible and use extra sheets if necessary.

**What are the consequences if project is not changed?** Example: If this change is not approved, it will result in \_\_\_\_\_

**SCOPE** – Is there a change to the scope of work? If so, please describe changes

- If the change in scope affects the original intent of the project, explain what the original considerations were and how they will differ with this change.
- If project extents or location changes are requested, please describe and provide map as attachment. If available, provide location information changes such as begin/end mile point or latitude and longitude.

**SCHEDULE** – If schedule change is requested, please provide details in the text below. Please attach schedule as needed.

- What efforts have been or will be made to keep the project on schedule?

**BUDGET** - If there is an increase or decrease in project costs, please provide details in the Project Budget Table below.

- Does the change affect the amount of Local, State, or Federal funds in the project? If yes, please describe below and attach applicable supporting documentation.
- What primary factor(s) changed the project cost?
- Are you requesting to move funds between phases? ☐ YES\* ☐ NO  
\*If "YES", revised estimates will be required (especially for CN) and documentation should be attached to this request.





## REGION 3 PROJECT CHANGE REQUEST (PCR)

### Project Budget Table

Actual expenditures should be entered in first column if available. The Budget Adj. (last) auto calculates; to avoid confusion, please enter 'Current STIP' and 'Current Estimate' numbers for all phases (even if they are the same) in both columns.

Budget Change Comments:					
Expended	Phase	FFY*	Current STIP Total	Current Est. Total	Budget Adj. (+/-)
	Planning (PL)				
	Preliminary Engineering (PE)				
	Right-of-Way (RW)				
	Utility Relocation (UR)				
	Construction (CN)				
	Other (OT)				

\*Federal Fiscal Year (FFY) is from Oct. 1 to Sept. 30 of each year. From Oct. 1 forward, the FFY is the following calendar year.

### Additional Information:

#### ATTACHMENTS

- ☐ Map
- ☐ Cost estimate
- ☐ Other

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### STIP/MTIP Review (Initials for concurrence)

ODOT Transportation Project Manager	INITIAL	DATE
MPO TIP Manager	INITIAL	DATE
Region 3 STIP Coordinator	INITIAL	DATE
Other (if applicable)	INITIAL	DATE

### APPROVALS (Signature Confirms Approval)

ODOT Region 3 Area Manager	SIGNATURE	DATE
Funding Program Manager	SIGNATURE	DATE
Other	SIGNATURE	DATE



## REGION 3 PROJECT CHANGE REQUEST (PCR)

**Additional Information?** *Please provide any additional information from previous sections.*