



**Date: Tuesday, February 18, 2024**

**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.rvmppo.org](http://www.rvmppo.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

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

**Consent Agenda**

**2. Review / Approve Minutes Chair**

Attachment: [#1 RVMPO PAC Meeting Draft Minutes 09/17/2024](#)

**Action Items**

**3. Election of Officers Ryan MacLaren**

**Background:** Each year the PAC elects a Chair and Vice Chair. They will serve a term of one year.

**Attachments:** [#2 Bylaws](#)

*Action Requested: Election of new officers*

**4. Dues Ryan MacLaren**

**Background:** Each year the MPO assesses dues for each member jurisdiction. Staff proposes an increase of the dues rates from **\$0.16 per capita** to **\$0.25 per capita** that would generate a total of **\$48,051** which is an increase of **\$17,170**, from the current rates.

**Attachments:** [#3 RVMPO Dues](#)

*Action Requested: Recommendation of Approval*



**5. Amendment to the 2024-27 TIP**

**Ryan MacLaren**

**Background:** The PAC is being asked to review amendments to the 2024–2027 Transportation Improvement Program (TIP) to include the following project(s):

- A. *Amend Project in TIP: Jackson and Josephine County curb ramps, phase 3 (KN22571)*

The 21-day public comment period and public hearing was advertised on or before Thursday, January 30, 2025, in the *Rogue Valley Times*, and information is currently available on the RVMPO website.

**Attachment:** [#4 TIP Amendments](#)

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

**Discussion Items**

**6. Public Comment**

**Chair**

**Regular Updates**

**7. RVMPO Update**

**Ryan MacLaren**

**8. Other Business / Local Business**

**Chair**

Opportunity for RVMPO member jurisdictions to talk about transportation planning projects

**9. Adjournment**

**Chair**

Scheduled Meetings		
RVMPO TAC	March 12, 2025	1:30 p.m.
RVMPO PAC	March 18, 2025	5:30 p.m.
RVMPO Policy Meeting	February 25, 2025	2:00 p.m.

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



**Date: Tuesday, September 17, 2024**

Voting Members	Organization	Phone Number
Larry Martin	Central Point	941-6788
Mike Stanek	Eagle Point	821-1804
Christine Gleason	Medford	719-645-3458

Special Interest	Organization	Phone Number
Edgar Hee	Bicycle/Pedestrian	734-4872
Mike Montero, Chair	Freight	779-0771
Robin Lee	Senior	773-7185

Non-Voting Member	Organization	Phone Number
Thomas Guevara	ODOT	957-3692

Staff	Organization	Phone Number
Ryan MacLaren	RVCOG	423-1338
Kelsey Sharp	RVCOG	423-1375
Dan Moore	RVCOG	423-1393

Interested Parties	Organization
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**RVMPO PAC Minutes – Tuesday, September 17, 2024**

[Agenda Packet](#)

[Meeting Audio](#)

**1. Call to Order at 5:36 / Introductions / Review Agenda 00:00 – 01:18**

Quorum: 6 Total Members

**2. Review / Approve Minutes 01:18 – 01:49**

**01:34** Michael Stanek moved to approve the June 18, 2024, RVMPO PAC Meeting Minutes as presented. Seconded by Larry Martin.

No further discussion.

Motion passed unanimously by voice vote.



**Action Items**

- 3. Amendments to the 2024-2027 Transportation Improvement Program 01:49 – 08:59**
  - 07:11** Michael Stanek moved to recommend approval of the amendments to the 2024-2027 TIP as presented. Seconded by Christine Gleason.  
 No further discussion.  
 Motion passed unanimously by voice vote.
  
- 4. Regional Transportation Plan Goals and Policies 08:59 – 25:53**
  - 16:27** Larry Martin moved to recommend approval of the revised draft of the RTP goals and policies as presented. Seconded by Mike Stanek  
 No further discussion.  
 Motion passed unanimously by voice vote.

**Discussion Items**

- 5. Public Comment 25:53 – 26:25**  
*No comments provided.*

**Regular Updates**

- 6. MPO Planning Update 26:25 – 35:21**  
*Provided by Ryan MacLaren regarding possible new PAC members, RTP project list and open house, and the Talent Harvest Festival being held on October 5, 2024.*
  
- 7. Other Business / Local Business 35:21 – 36:21**
  
- 8. Adjournment**  
 6:13 p.m.

Scheduled Meetings		
RVMPO TAC	October 9, 2024	1:30 p.m.
RVMPO PAC	October 15, 2024	5:30 p.m.
RVMPO Policy Meeting	September 24, 2024	2:00 p.m.

**BYLAWS**  
**ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG)**  
**METROPOLITAN PLANNING ORGANIZATION (MPO)**  
**PUBLIC ADVISORY COUNCIL (PAC)**

**Article I**

Name

This council shall be known as the Public Advisory Council of the Rogue Valley Metropolitan Planning Organization (RVMPO).

**Article II**

Purpose

The Public Advisory Council serves as a community forum to exchange information, convey input from the public, and ascertain public opinion on transportation planning activities of the RVMPO.

Section 1. Duties of the Public Advisory Council

- a. Represent the interests of citizens within the respective Citizen Involvement Areas delineated in the Citizen Involvement Areas Map, or topical area of interest, as defined in the RVMPO Public Participation Plan.
- b. Serve as a communication link between the public and RVMPO regarding transportation planning activities.
- c. Provide feedback to RVMPO staff during the development and implementation of the Regional Transportation Plan, the Metropolitan Transportation Improvement Program and air quality conformity activities.
- d. Provide recommendations to the MPO Policy Committee.

**Article III**

Membership - Voting

Section 1. Membership of the Council

- a. The Council consists of representatives from Citizen Involvement Areas within the RVMPO and special interests as delineated in this section. There are nine (9) Citizen Involvement Areas with two (2) members possible from each area, representing a population of up to 25,000. When a Citizen Involvement Area population exceeds 25,000, an additional position shall be created with additional positions upon each incremental population increase of 25,000. Any area with more than the specified number of members as of the date these bylaws are adopted may retain those members until their terms are completed. Seven (7) additional positions are available, one (1) for each of the following special interests: freight industry, mass transit, minority citizens, low-income citizens, senior citizens, public health, and bicycle/pedestrian.
- b. Members of the Council must reside, own property or operate a business within the Citizen Involvement Area that they represent, or within the MPO boundary if representing a special interest group.
- c. Public Advisory Council members will be approved by the MPO Policy Committee.

## Section 2. Appointment and Tenure of Council Membership

- a. Vacancies in an office shall be publicly announced. Potential members shall submit a statement of interest, and when more than one citizen applies to serve on the Council, the selection shall be based on maintaining a broad cross section of interests. MPO staff and PAC members may solicit to groups or individuals to fill membership vacancies. Prior to any public announcement of a vacancy, the Council can recommend reappointment of a sitting member.
- b. Selection of council members shall be conducted through RVMPO's established application process, meeting the nondiscrimination requirements of Title VI of the Civil Rights Act of 1964 and Executive Order 12898.
- c. The term of office on the Council shall begin the day the member is appointed and shall continue for two years, except that such term of office shall terminate immediately upon:
  - Relocation outside the RVMPO or outside the Citizen Involvement Area which the member represents; or,
  - Unexcused absence from three regularly scheduled, consecutive meetings.

## Section 3. Voting Privileges

- a. Each member who is present at regular or special meetings shall be entitled to one vote on all issues presented.

## Article IV

### Meetings

#### Section 1. Regular Meetings

- a. The Council shall hold its regular meeting on the third Tuesday of each month. No meeting shall be held during the month of December.

#### Section 2. Special Meetings

- b. Special meetings may be called by RVMPO's Planning Program Manager's designated staff on seven (7) days notice.
- c. The person 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 Council when a quorum is present.
- b. A quorum shall exist when a majority of appointed members are present.
- c. The voting on all questions coming before the MPO Public Advisory Council shall be by voice vote and decided by a simple majority of members present. The ayes and nays shall be entered in the minutes of such meeting. If a motion on question fails, deliberation shall continue until a motion or definitive action is offered and passed.

## **Article V**

### **Officers and Duties**

#### Section 1. Officers

- a. The officers of the Council shall be a Chair and Vice-Chair to be elected by the Council at the first meeting of the calendar year.

#### Section 2. Term of Office

- a. The officers shall hold office for a period of one (1) year.

#### Section 3. Duties of Officers

- a. The Chair shall preside over the meeting.
- b. In the absence of the Chair, the Vice Chair shall perform all Chair duties.

Section 4. RVMPO Planning Program Manager

- a. The RVMPO's Planning Program Manager shall be an ex-officio, non-voting member of the Council. The program manager shall be responsible for staff support of the Council, including minute taking and record keeping.

**Article VI**

Amendments to Bylaws

Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a supermajority vote of two thirds of the members of the Council present at any regular or special meeting called for that purpose. Written notice of proposed amendments shall be given to the membership of the Council at least thirty (30) days prior to the date of the meeting at which the bylaws are to be considered. Any objections to the proposed amendments shall be forwarded to RVMPO's Planning Program Manager.
- b. Amendments to the bylaws shall become effective upon approval by the MPO Policy Committee.

Approved by the RVMPO Policy Committee:

  
\_\_\_\_\_  
Jim Lewis, Chair

21 MAY 21  
\_\_\_\_\_  
Date





# 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: February 14, 2025  
TO: RVMPO Public Advisory Council (PAC)  
FROM: Yazeed Alrashdi, Associate Transportation Planner  
SUBJECT: RVMPO Dues Recommendation

This memo addresses the setting of RVMPO member dues. Staff is seeking a recommendation on the dues for the coming year.

Staff propose an increase of the dues rates from **\$0.16 per capita** to **\$0.25 per capita** that would generate a total of **\$48,051** which is an increase of **\$17,170**, from the current rates, for the 2025-2026 fiscal year. Increasing dues will help address the rising costs of RVMPO operations. Also, the increase in dues will allow for building a matching fund reserve account for future FHWA Planning Law MPO matching funds requirements.

At their February 12<sup>th</sup> meeting, the TAC recommended approval of the proposed dues for FY 25-26 and that the memo to the Policy Committee be updated to include more information on the proposed use of the dues. The TAC discussed how the dues could be used to build a reserve fund for PL matching funds needs if gas tax funds are not available to cover match requirements. For FY 25-26, ODOT is providing 50% of the PL match. The remaining 50% will come from RVMPO gas tax funds. In FY 26-27, the MPO will use gas tax funds for the total amount of the PL match.

Table 1, below, summarizes population and proposed dues for each jurisdiction. Population estimates are from the [December 15, 2024 Certified Population Estimates](#) from Portland State University.

**Table 1: RVMPO Proposed Dues**

Member Jurisdictions	Population <sup>1</sup>	Dues Rate per Capita	Proposed Dues <sup>2</sup>	Previous FY Dues	Dues Difference
Eagle Point	9,866	\$ 0 25	\$ 2,467	\$ 1,593	\$872
Central Point	19,363	\$ 0 25	\$ 4,841	\$ 3,147	\$1,694
Jacksonville	3,066	\$ 0 25	\$ 767	\$ 512	\$255
Medford	88,352	\$ 0 25	\$ 22,088	\$ 14,542	\$7,546
Phoenix	4,413	\$ 0 25	\$ 1,103	\$ 604	\$499
Talent	6,411	\$ 0 25	\$ 1,603	\$ 836	\$767
Ashland	21,579	\$ 0 25	\$ 5,395	\$ 3,433	\$1,962
Jackson County*	39,153	\$ 0 25	\$ 9,788	\$ 6,215	\$3,573
<i>Total</i>	192,203		\$ 48,051	\$30,881	\$ 17,170

<sup>1</sup>RVCOG staff utilized the latest Certified Portland State University population estimates. [2024 Certified Population Estimates](#).

<sup>2</sup> Proposed dues = (Population estimates \* dues rate) \*For unincorporated population estimates they are derived from Southern Oregon ABM Model data.

Dues provide funding for MPO program management and for activities that require local funds including lobbying and matching funds. Dues pay for Policy Committee participation in advocacy activities for which federal funds cannot be used such as attending Oregon MPO Consortium meetings.

<b>Activity</b>	<b>Amount</b>
• UPWP Program Management Support (1)	\$30,881
• FHWA Planning Law (PL) Matching Funds Reserve Account (2)	\$17,299
<b>Total</b>	<b>\$48,051</b>

(1) Record-keeping and information retrieval, training, and support for RVMPO's standing committees occur within this task.

(2) Increase in dues will go into the PL Matching Funds Reserve Account



**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: January 30, 2025  
 TO: RVMPO Public Advisory Council  
 FROM: Ryan MacLaren, Planning Program Director  
 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, February 25, 2025 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 January 30<sup>th</sup> to the Rogue Valley Times and information is currently available on the RVMPO website. Information on the projects is enumerated, below:

**A. Amend Project in TIP: Jackson and Josephine County curb ramps, phase 3 (KN22571)**

Description: Increase PE by \$2.5M and CN by \$9,470,000 adding GARVEE funds from bottom line. 12/4/24 OTC approval.

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	
<b>ODOT</b>														
Jackson and Josephine County curb ramps, phase 3	Construct curb ramps to meet compliance with the Americans with Disabilities Act (ADA) standards	n/a	Exempt (40 CFR § 93.126 Table 2) - Bike - Ped			Planning					\$ -			\$ -
				22571	2022	Design	\$ 4,215,901	IJA Flex	\$ 482,529	ODOT	\$ 4,698,430			\$ 4,698,430
				22571	2024	Land Purchase	\$ 1,697,243	IJA Flex	\$ 194,257	ODOT	\$ 1,891,500	\$ 8,500	ODOT	\$ 1,900,000
						Utility Relocate					\$ -			\$ -
				22571	2026	Construction	\$ 9,298,777	ACPD	\$ 1,064,287	ODOT	\$ 10,363,064			\$ 10,363,064
		Other					\$ -			\$ -				
					Total FFY24-27		\$ 15,211,921		\$ 1,741,073		\$ 16,952,994	\$ 8,500		\$ 16,961,494