



Date: Wednesday, February 12, 2025 Time: 1:30 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

Or via Zoom

Meeting ID: 876 0096 3358
Phone #: +1 253 215 8782
Zoom Link:
<https://us06web.zoom.us/j/87600963358>
Website: www.rvmpos.org

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 TAC Meeting Draft Minutes 12/11/2024](#)

Action Items

3. Election of Officers Ryan MacLaren

Background: Each year the TAC 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, for the 2025-2026 fiscal year.

Attachments: [#3 RVMPO Dues](#)

Action Requested: Recommendation of Approval



5. Amendment to the 2024-27 TIP

Ryan MacLaren

Background: The TAC 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 Friday, 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	February 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.



SUMMARY MINUTES
Rogue Valley Metropolitan Planning Organization
 Technical Advisory Committee

Date: Wednesday, December 11, 2024

Voting Members	Organization	Phone Number
Karl Johnson	Ashland PW	488-5587
Matt Samitore, Vice Chair	Central Point PW	664-3321 x205
Mike Upston	Eagle Point PL	826-4212
Ian Foster	Jacksonville PL	261-6869
Alex Georgevitch, Chair	Medford PW	774-2114
Gaoying Vigoa	Talent PL	813-9267
Charles Bennett	Jackson County PL	774-6115
James Philp	Jackson County R&P	774-6326
Justin Shoemaker	ODOT	774-6376
Thomas Guevara	ODOT	957-3692
Paige West	RVTD	608-4249
Sean Eisma	RVTD	779-5821
Josh LeBombard	DLCD	414-7932

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

Interested Parties	Organization
Mike Montero	RVMPO PAC
Eleanor Ponomareff	Talent

RVMPO TAC Minutes – Wednesday, December 11, 2024

[Agenda Packet](#)

[Meeting Audio](#)

1. Call to Order at 1:30 / Introductions / Review Agenda 00:00 – 01:22

Quorum: Ashland, Central Point, Eagle Point, Medford, Talent, Jackson County, ODOT, RVTD

2. Review / Approve Minutes 01:05 – 01:53

- 01:17** Thomas Guevara moved to approve the November 13, 2024, RVMPO TAC Meeting Minutes as presented. Seconded by Mike Upston.
 No further discussion.
 Motion passed unanimously by voice vote.



Action Items

- 3. Amendment to the 2024-2027 Transportation Improvement Program 02:02 – 05:42**
 - 05:01** Mike Upston moved to recommend approval of the Amendment to the 2024-2027 TIP as presented. Seconded by Justin Shoemaker.
 No further discussions.
 Motion passed unanimously by voice vote.

- 4. Discretionary Funds 05:42 – 20:50**
 - 16:34** Mike Upston moved to recommend distributing \$50,000 to Jacksonville, Phoenix, and Talent, and the remaining discretionary funds to Ashland, Central Point, Eagle Point, Medford, and Jackson County based on population, as shown in revised Table 4 in the meeting agenda.
 Further discussion on using the changes in population based on PSU for each year.
 Motion passed by voice vote with 1 opposed.

Discussion Items

- 5. Project Funding Application Packet Review 20:50 – 37:38**

- 6. Public Comment 37:38 – 38:07**
No comments received.

Regular Updates

- 7. MPO Planning Update 38:07 – 41:19**
Update provided by Ryan MacLaren on how the Gas Tax will be distributed.

- 8. Other Business / Local Business 41:19 – 45:31**
Updates from ODOT.

- 9. Adjournment**
 2:16 p.m.

Scheduled Meetings		
RVMPO TAC	January 8, 2025	1:30 p.m.
RVMPO PAC	December 17, 2024	5:30 p.m.
RVMPO Policy Meeting	December 17, 2024	2:00 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



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 6, 2025
TO: RVMPO Member Jurisdictions
FROM: Ryan MacLaren, Planning Program Manager
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.

RVMPO Member Dues

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 **\$17,299**, from the current rates, for the 2025-2026 fiscal year.

Increasing dues is necessary due to inflation and the rising costs of MPO operations. As prices for goods and services increase, the MPO needs to adjust out fees to keep up with these economic changes. This ensures that the organization operates effectively and provides the necessary services to members.

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 ¹	Dues Rate per Capita	Proposed Dues ²	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

¹RVCOG staff utilized the latest Certified Portland State University population estimates. This report uses [2024 Certified Population Estimates](#).

² Proposed dues = (Population estimates * dues rate)

*For unincorporated population estimates they are derived from Southern Oregon ABM Model data.

Dues provide funding for general operations, 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, including the Oregon MPO Consortium, the Association of Metropolitan Planning Organizations and the West Coast Corridor Coalition. Dues can also be used to supplement the MPO's planning budget.



**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 Technical Advisory Committee
 FROM: Ryan MacLaren, Planning Program Director
 SUBJECT: TIP Amendments

The TAC 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 30th 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	
ODOT														
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	IIJA Flex	\$ 482,529	ODOT	\$ 4,698,430			\$ 4,698,430
				22571	2024	Land Purchase	\$ 1,697,243	IIJA Flex	\$ 194,257	ODOT	\$ 1,891,500	\$ 8,500	ODOT	\$ 1,900,000
						Utility Relocate					\$ -			\$ -
				22571	2026	Construction	\$ 9,298,777	ACPO	\$ 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