

**BIENNIAL REPORT OF THE  
ROGUE VALLEY AREA COMMISSION ON TRANSPORTATION**

**July 2009**

The Rogue Valley Area Commission on Transportation (RVACT) was created in 1997 as the result of a desire by the Oregon Transportation Commission (OTC) to strengthen the state/local partnership in transportation planning, programming and development. Bylaws were adopted for RVACT in February 1997.

The bylaws describe RVACT's mission as follows:

The primary mission of the RVACT is to advise the OTC on state and regional policies affecting the Rogue Valley area's transportation system. To effectively accomplish the mission, the RVACT will do the following:

- Provide a forum for communication, learning and understanding transportation issues as they affect the Rogue Valley's economic opportunities and livability.
- Provide recommendations to the OTC regarding program funding allocations for the State Transportation Improvement Program (STIP), balancing local, regional and statewide perspectives.
- Prioritize state transportation infrastructure and capital investments through the STIP that supports transportation plans related to the Rogue Valley area. Funding prioritization for state highway modernization projects will be done in an equitable manner between Jackson and Josephine Counties as outlined in the attached equity resolution.
- Make recommendations to the Oregon Department of Transportation (ODOT) regarding special funding opportunities and programs.
- Communicate and coordinate regional priorities with other organizations, including the following:
  - Other ODOT Regions and ACTs
  - Metropolitan Planning Organizations (MPOs)
  - Governor's Economic Revitalization Team (GERT)
  - Regional Partnerships and Regional Investment Boards
  - ODOT Advisory Committees
- Provide documentation to the OTC of the public process and resulting recommendations forwarded by the ACT, including alternatives for transportation solutions and outcomes of decisions.
- Provide a report to the OTC at least once every two years.

The bylaws were most recently amended in July 2005 (see attached) to make them consistent with the OTC's "Policy on the Formation and Operation of Area Commissions on Transportation (ACTs)".

The information below describes the structure and operation of RVACT.

### Geographic Boundaries

RVACT's boundaries include Jackson and Josephine Counties. These two counties, and the cities and transportation stakeholders contained therein, are joined by a reliance on highway connectivity on the I-5 corridor.

The RVACT boundary contains an area of common interest and there is no desire to change it at this time.

### RVACT Membership

Membership is comprised of up to 26 members, of which at least 50% shall be local elected officials. The committee's membership consists of the following:

- One representative as appointed by the governing body for the following counties and cities: Jackson County, Josephine County, Ashland, Butte Falls, Cave Junction, Central Point, Eagle Point, Gold Hill, Grants Pass, Jacksonville, Medford, Phoenix, Rogue River, Shady Cove and Talent.
- Representation from the MPO, the Rogue Valley Transportation District (RVTD), ODOT, and eight community (private sector) members, four from each county.

RVACT's membership may also include ex-officio (non-voting) members. The ex-officio membership includes:

- Oregon Transportation Commissioners, state legislators and local congressional aides.
- GERT members.
- State and federal agencies such as US Forest Service, Bureau of Land Management, Fish and Wildlife, Department of Environmental Quality, Department of Land Conservation and Development, Department of Aviation, etc.
- City and county road districts or departments.
- Regional groups that have an interest in transportation issues such as housing advocates, regional partnerships and regional investment boards, law enforcement agencies, etc.

### Coordination with Adjacent ACTs and the Legislative Delegation

RVACT meetings are noticed to ex-officio members, local ACTs and legislative delegates via newspaper announcements and e-mail.

RVACT communicates and coordinates regional priorities with other organizations such as other ODOT Regions and ACTs, MPOs, the GERT, Regional Partnerships and Regional Investment Boards and ODOT Advisory Committees.

### Work Program

The work program is determined by the RVACT members and typically includes education on transportation funding, projects and planning issues; STIP updating; educating community stakeholders; and establishing criteria for the selection of STIP projects.

## Efforts and Accomplishments

- Reviewed and updated the RVACT operational bylaws.
- Reviewed the modernization project equity resolution, outlining the funding distribution framework between Jackson and Josephine Counties.
- Performed required review of the modernization fund equity split between Jackson and Josephine Counties. Over the next two STIP cycles, some additional balance will need to be provided to Josephine County. The imbalance is a result of the modernization program reduction in the 2008-11 STIP.
- In response to project selection criteria approved by the OTC, revised regional criteria for scoring and selecting modernization projects for addition to the STIP.
- Developed a regional process for ensuring adequate public input from various sectors of the community regarding projects selected for the STIP.
- Coordinated with the MPO on modernization project selection, ensuring consistency with project priorities between the RVACT and MPO for Jackson County projects.
- Reached consensus during the 2010-2013 STIP development process
- Identified reductions to the 2008-2011 STIP and identified priority projects for the OTC and Legislature to consider for the Governor's JTA.
- Worked aggressively to identify funding solutions to the \$70 million Fern Valley interchange, \$13 million US-199 and the \$400 million Highway 62 projects.
- Through ODOT staffing, completed one Environmental Assessments (EAs) for highway 199, reached the draft EA stage for Fern Valley Interchange, and have put new life into the OR-62 EIS.
- Selected representatives to serve on the RVACT, including private representatives from Jackson and Josephine Counties.
- Educated members on transportation funding, programs and processes as they related to the Rogue Valley.
- Provided input and recommendations regarding several regional Transportation Enhancement (TE) projects prior to approval by the OTC.

## Public Involvement/Meeting Notice

Notice of RVACT meetings and meeting agendas are provided to an extensive list of organizations, elected and appointed officials, and interested individuals. The Rogue Valley Council of Governments (RVCOG) and ODOT staff the meetings. A quorum for decision-making purposes is 50% of the membership plus one member. The following describes in more detail how notice is provided.

*Meeting Notice* -- All meetings are advertised in advance. The agenda always includes time for public comment, as well as opportunities for members of the legislative delegation or the OTC to provide comments, if present.

*Meeting Materials* -- The minutes and agenda package are mailed to RVACT members/staff, and others requesting the full package, approximately one week prior to the meeting.

*Meeting Location* -- Meetings are held on the second Tuesday of every other month from 9:00 am to 12 pm. Meetings are rotated between locations in Jackson and Josephine Counties.

*Meeting Minutes* -- Minutes are prepared for each meeting. They are formally approved at the following RVACT meeting and forwarded via e-mail to be posted on the RVACT web site.

### Operational Structure

RVACT meetings are presided over by a chair. The members elect co-Chairs, one each from Jackson and Josephine counties. Members set the work plan for the RVACT and make final decisions and recommendations for the RVACT to the OTC.

### Technical Assistance

Efforts are made to utilize existing technical advisory groups when necessary. The Jackson/Josephine Technical Advisory Committee (JJTC) for RVACT meets on an as-needed basis as directed by the Commission.

### Commission Staffing

Principal support for RVACT comes from the Rogue Valley ODOT office, RVCOG and Planning and Support Services from ODOT Region 3.

### Decision-Making Process

A quorum for decision-making purposes is 50% of the membership plus one member. RVACT strives for complete consensus when making decisions by quorum. When consensus cannot be arrived at, decisions are made by a majority of members in attendance. Any member of the RVACT can call for a decision to be made by a 2/3 majority of the members present.

### Bylaws and Equity Resolution

The RVACT has provided both their bylaws and the bi-county Equity Resolution for the OTC's review. RVACT requests OTC support and approval for both these documents as the basis of the RVACT's operational framework.