

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

**July 2019**

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. The original bylaws were adopted for RVACT in February 1997. In 2012, the ACT amended the bylaws to better clarify its role and address membership. In 2017, the ACT amended their bylaws to create a chair and vice-chair position from either Jackson or Josephine County in place of co-chairs, one from each county, and added the Cow Creek Band of Umpqua Tribe of Indians as a voting member. The other tribal governments requested to be added as ex-officio members.

The bylaws describe RVACT's mission as follows:

The primary mission of the RVACT is to advise the Oregon Transportation Commission on state and regional policies affecting the Rogue Valley area's transportation system. In order 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) and special funding opportunities and programs, 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;
- Make recommendations to ODOT regarding special funding opportunities and programs;
- Communicate and coordinate regional priorities with other organizations;
- Provide documentation to the OTC of the public process and resulting recommendations forwarded by the ACT including alternatives for solutions and outcomes of decisions.

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.

## Membership

Membership is comprised of up to 30 voting members, as follows:

### Designated Members:

1. Jackson & Josephine Counties and Cities: The governing bodies of Jackson and Josephine Counties and the incorporated cities within the Area (Ashland, Butte Falls, Cave Junction, Central Point, Eagle Point, Gold Hill, Grants Pass, Jacksonville, Medford, Phoenix, Rogue River, Shady Cove, Talent). (15 members)
2. Tribal Governments: Cow Creek Band of Umpqua Tribe of Indians. (1 member)
3. ODOT: Oregon Department of Transportation. (1 member)
4. Metropolitan Planning Organizations (MPOs): Rogue Valley and Middle Rogue. (2 members)
5. Rogue Valley Transportation District (RVTD): (1 member)
6. Rogue Valley International Airport (Medford Airport): (1 member)
7. Central Oregon and Pacific Railroad (CORP): (1 member)

### Private Sector Stakeholders:

1. Jackson County private sector (3 members); and
2. Josephine County private sector (3 members).

### Modal Stakeholders:

1. Trucking (1 member); and
2. Bicycle/Pedestrian (1 member).

Ex officio: Tribal Governments: Klamath Indian Tribe, Confederated Tribes of Siletz, and Confederated Tribes of Grand Ronde.

## 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, both MPOs, the Regional Solutions Team, Regional Partnerships, 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 the recommendation of STIP projects.

## Efforts and Accomplishments

- Reviewed and updated the RVACT operational bylaws.
- Developed feedback for the OTC on investment needs in the area and the allocation of funds to programs.
- Reviewed and recommended Critical Oregon Airport Relief grants.
- Reviewed and provided letters for support for Safe Routes to School projects.
- Reviewed and provided input for 2021-2024 150% Fix-It lists and leverage opportunities.
- Provided a forum for STIP project review and comment.
- Educated members on transportation funding, programs and processes as they related to the Rogue Valley.
- Supported \$30 million Rogue Valley Seismic Triage project through the HB2017 funding package.
- Completed Harassment and Discrimination Training.

## 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 emailed 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

Currently, RVACT meetings are presided over by a Chair and Vice-Chair. Members set the work plan for the RVACT and make final decisions and recommendations for the RVACT to the OTC.

### Technical Assistance

RVACT may form any subcommittee on the basis of need. Subcommittees will form and/or disband per ongoing needs of RVACT.

### 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.

A Super ACT made up of the RVACT and the Southwest ACT may be formed to make regional recommendations to the OTC. The RVACT may select members for participation in the Super ACT meetings as needed.

### Bylaws

The RVACT has provided their bylaws for the OTC's review.