

BEFORE THE BI-STATE STATE TRANSPORTATION COMMITTEE

FOR THE PURPOSE OF THE APPROVING) RESOLUTION NO. 04-02
BYLAWS FOR THE BI-STATE)
COORDINATION COMMITTEE) Introduced by Chair Craig Pridemore and
) Vice-Chair Rex Burkholder

WHEREAS, on October 23, 2003, the Bi-State Transportation Committee recommended approval of a Bi-State Coordination Committee Charter; and

WHEREAS, on various dates in November and December 2003 and January 2004 member agencies of the Bi-State Transportation Committee including the Regional Transportation Council of Southwest Washington, Metro Policy Advisory Committee, Joint Policy Advisory Committee on Transportation, Metro Council, CTRAN, TriMet, Washington State Department of Transportation, Oregon Transportation Commission, City of Portland, Multnomah County, Clark County and the Port of Vancouver approved the Bi-State Coordination Charter; and

WHEREAS, at its regular and publicly noticed meetings on March 25 and April 22, 2004, draft Bylaws were included in the Bi-State Transportation Committee packets and discussed by the Committee; and

WHEREAS, by a majority vote of Committee members on April 22, 2004, the attached Bylaws were approved; now therefore

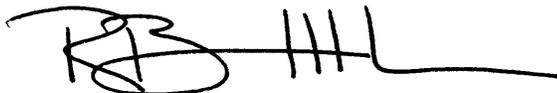
BE IT RESOLVED,

1. The Bylaws, as attached as Attachment A, shall serve as the operating rules of the Bi-State Coordination Committee. Any amendments of these Bylaws may be made by the Committee consistent with the provisions of the Bylaws.
2. The Bylaws shall also be consistent with the Bi-State Coordination Charter, as attached as Attachment B.

ADOPTED by the Bi-State Transportation Committee this 22nd day of April 2004.



Craig Pridemore
Clark County Commissioner
Chair, Bi-State Transportation Committee



Rex Burkholder
Metro Councilor, District 3
Vice-Chair, Bi-State Transportation Committee

Bylaws of the Bi-State Coordination Committee

Role

The Bi-State Coordination Committee replaces the Bi-State Transportation Committee. Further the Bi-State Coordination Committee shall abide by the Bi-State Coordination Committee Charter that is incorporated into these bylaws as Attachment A.

The Committee will review all issues of major bi-state significance for transportation and land use. In addition, when economic development or environmental justice issues are directly related to transportation or land use issues of bi-state significance, the Committee may also review and make recommendations concerning these topics to the appropriate agencies. The Committee will present advisory actions to Southwest Washington Regional Transportation Council (RTC) and Metro's Joint Policy Advisory Committee on Transportation (JPACT), and Metro on issues of bi-state transportation significance. The Committee will advise the appropriate local and regional governments on issues of bi-state land use issues. On economic development or environmental justice issues related to transportation or land use issues of bi-state significance, the Committee may provide recommendations to the appropriate agencies.

Each member agency shall have the responsibility to identify items over which it has direct responsibility that have bi-state significance to the Committee. Timely information about decisions to be made should be provided to the Committee so that recommendations can be made and forwarded in a timely manner prior to agency action.

The Committee holds no regulatory authority, but builds and sustains regional dialogue and works together on solving problems related to evolving linkages among transportation, land use, and economic development. Member jurisdictions retain their full existing authorities, but consider carefully and give weight to Committee recommendations. Jurisdictions also agree, according to their authorities, to create their own strategies and plans that contribute to managing land uses and economic development to protect transportation investments throughout the corridor.

JPACT and RTC Board shall take no action on an issue of bi-state transportation significance without first referring the issue to the Bi-State Coordination Committee for their consideration and recommendation. Any member of JPACT or the RTC Board may request referral of an item for consultation prior to action, but it takes a majority of the JPACT or RTC Board to refer an item to the Bi-State Coordination Committee. The Bi-State Coordination Committee members may also select items for consideration.

Membership

Membership will be drawn from member agencies serving on JPACT and RTC Board and consist of elected officials as well as leadership from key agencies and organizations. Committee membership includes: Cities of Portland and Vancouver; Clark and Multnomah Counties; one smaller city each in Multnomah and Clark Counties; Oregon Department of Transportation; Washington State Department of Transportation; Ports of Vancouver and Portland; Tri-Met; C-Tran; and Metro. Each agency shall select their member for the Bi-State Coordination Committee and shall also identify an alternate. Membership will be valid as long

as the member is a member of JPACT and the RTC Board or appointed by JPACT or RTC Board.

The Committee may, as desired, create ex-officio (non-voting) memberships for state and federal agency representatives. The Bi-State Coordination Committee may create working groups on a topical basis that involve other elected officials and business or community representatives as needed. Membership will be valid as long as the member is a member of JPACT and the RTC Board or appointed by JPACT or RTC Board.

Chair and Vice Chair

The Bi-State Coordination Committee shall elect its Chair and Vice-Chair. The Chair and Vice-Chair shall not be representatives of the same state.

Voting

Each member will have one vote. A simple majority vote is needed to pass an action item. A quorum is needed for a vote to be valid.

Quorum

A quorum is defined 2/3 of total membership, with no less than four members from each state.

Subcommittees

The Bi-State Coordination Committee may create subcommittees to review major issues of bi-state significance. Such subcommittees shall include members of the Committee, but may also include representatives from the business community, citizens and interest groups involved with the issue.

Reporting

The Bi-State Coordination Committee shall alert JPACT and the RTC Board on issues of bi-state significance and schedule upcoming action items.

The Bi-State Coordination Committee shall submit an annual report to JPACT and RTC Board that highlights the committee's major accomplishments and progress over the last year. The report will be distributed to JPACT and RTC Board one year after the date of their first meeting and annually on each subsequent year.

Minutes of each meeting shall be taken and shall be distributed for approval at the subsequent Bi-State Coordination Committee meetings. **Amendment**

Any amendment to this agreement shall require the approval of JPACT, the Metro Council and RTC Board.

Termination

Termination of this agreement and the Bi-State Coordination Committee will require written notice sixty (60) days prior to the termination date proposed by JPACT or RTC Board.

Meeting Location

Meetings will alternate between sites in Oregon and Washington.

Public Notice

The public shall be notified of the Bi-State Coordination Committee meetings consistent with other public meeting notices required by Metro or RTC.

Administrative Support

Metro and RTC shall share in the costs for administrative support and staffing to the Bi-State Coordination Committee.

Budget/Expenses

Expenses for conducting Bi-State Coordination Committee meetings shall be equally shared between Metro and the RTC.

Charter Establishing Bi-State Coordination Committee

October 23, 2003 – As Discussed with Bi-State Transportation Committee and Revised

Committee Charter Text

Purpose: This charter defines voluntary participation by jurisdictions within the cross-Columbia River area of the I-5 corridor between Clark County in Washington and Multnomah County in Oregon. This region is linked by economic development and land use objectives, which also drive a shared objective to preserve and add to critical transportation investments. The existing Bi-State Transportation Committee has been constructive in addressing bi-state transportation issues within the corridor. This charter expands the scope of the bi-state effort to include both transportation and land use. Review of land use and transportation issues of bi-state significance may prompt review of these topics in the context of economic development, environmental, and environmental justice issues. It also ensures that regionally significant aspects of transportation – highway, bridge, transit, freight rail, and transportation system and demand management – are considered.

The new Committee, the Bi-State Coordination Committee, replaces the Bi-State Transportation Committee. It serves as a forum to share information, coordinate review, and discuss implications of significant legislative land use and transportation issues which may have environmental, economic development and environmental justice implications for actions taken within the corridor. It encourages regional collaboration to facilitate decision making by individual jurisdictions on issues affecting the broader corridor. The results of the Committee's deliberations are advisory to the Southwest Washington Regional Transportation Council (RTC), Metro's Joint Policy Advisory Committee on Transportation (JPACT), and Metro, on issues of bi-state transportation significance. On issues of bi-state land use and economic significance, the Committee advises the local and regional governments appropriate to the issue.

The Committee holds no regulatory authority, but builds and sustains regional dialogue and works together on solving problems related to evolving linkages among transportation, land use, and economic development. Member jurisdictions retain their full existing authorities, but consider carefully and give weight to Committee recommendations. Jurisdictions also agree, according to their authorities, to create their own strategies and plans that contribute to managing land uses and economic development to protect transportation investments throughout the corridor.

Membership: The Bi-State Coordination Committee consists of elected officials from the jurisdictions within the corridor, as well as leadership from key agencies and organizations. The membership structure includes:

- Cities of Portland, OR and Vancouver, WA
- Clark and Multnomah Counties
- One smaller city each in Multnomah and Clark Counties

- Oregon Department of Transportation
- Washington State Department of Transportation
- Ports of Vancouver and Portland
- Tri-Met
- C-Tran
- Metro

The Committee may, as desired, create ex-officio (non-voting) memberships for state and federal agency representatives. Input from other interests in the corridor, such as communities, businesses, and civic and interest groups, is actively sought by the Committee to augment the perspectives of members. Such additional stakeholder involvement is to be obtained through encouraging public comment and input, and through project-level involvement and existing or new working groups or subcommittees, advisory to the Bi-State Coordination Committee. Member organizations provide leadership-level representatives, and participate actively and consistently in Committee meetings and activities. The Committee is primarily staffed by RTC and Metro professionals, calling on land use and economic development resources from each jurisdiction as needed. Meetings are noticed and open to the public, and the Committee meets regularly at intervals determined in its bylaws.

Geographic Scope: The Committee's focus is the area of the I-5 corridor bounded in the south by the Fremont Bridge on I-405, and in the north by 179th Street. Its scope to the west extends to include important freight transport and economic development activities, especially along the river. Consideration of the area east of the immediate corridor extends as far as I-205, as indicated by linkages and impacts to I-5 corridor investments and communities.

Agenda Setting: The Committee work plan will define issues to be addressed, including significant baseline policy issues for the region such as comprehensive and subarea plans and interchange management plans. Members bring, prior to adoption, significant management plans to the Committee for review. More specific projects and policy issues are nominated by each jurisdiction that desires Committee review, and the Committee establishes its agenda collaboratively. The committee does not address issues related to quasi-judicial applications for specific land use projects, once applications are submitted.

Decision-Making Process: Committee decisions on its recommendations are made by consensus, or if necessary a majority vote of its quorum membership, defined as 2/3 of total membership. Such decisions on Committee recommendations are advisory to JPACT/Metro, RTC, and local and regional agencies, and have no legal or regulatory authority. The Committee's process for introducing and agreeing on revisions to this charter, including changes to membership, is also by consensus or majority vote. All such revisions at the charter level are adopted by member jurisdictions and organizations by resolutions or letters of intent to change the charter.