

## OPERATING PROCEDURES

### I-5 BRIDGE BI-STATE TOLLING SUBCOMMITTEE

The I-5 Bridge Bi-State Tolling Subcommittee is made up of two members each, from the Oregon and Washington State Transportation Commissions, and charged with carrying out a joint process of review and exploration around possible toll rates and policies. The members of the subcommittee will provide recommendations and guidance to the full membership of their respective Commissions, who bear the responsibility to act on establishing toll rates and policies for the I-5 Bridge over the Columbia River.

This document is intended to establish policy considerations and operating procedures for how the I-5 Bridge Bi-State Tolling Subcommittee will carry out its work as identified in the Bi-State Tolling Agreement.

#### Toll Rate & Policy Considerations

In addition to addressing funding requirements and existing laws in each state, the bi-state subcommittee will consider the following in advancing toll rates and policies:

- **Safe and Efficient Mobility:** Improve corridor mobility and efficient operations.
- **Equity:** Minimize effects on vulnerable populations and overburdened communities.
- **Environmental Quality:** Contribute to the reduction of air pollution and greenhouse gas emissions.
- **Economic vitality:** Support the efficient movement of goods and services across the bridge.

#### Subcommittee Leadership

The Vice-Chairs of the respective commissions will serve as co-chairs of the subcommittee. Hosting of meetings will alternate between the two states.

#### Attendance

The four appointed Commissioners must be present at all meetings. Virtual attendance is allowed. If they are unable to attend, they may send an alternate designated from the other members of their Commission. If an alternate is unable to attend, and at least three commissioners cannot be present, constituting a quorum, the meeting will be canceled.

#### Advancing Recommendations

Subcommittee members will strive for a consensus. If consensus is not reached, a recommendation can move forward to the full commissions with a majority vote of 3 of 4 committee members.

The affirmative vote of a majority of the appointed members of the subcommittee is required to:

- a. Support that a recommendation moves forward to the full commissions.
- b. Request new IBR program research related to tolling and toll policies.

## Public Meeting Guidelines

### **Meetings**

The subcommittee meetings will be open to the public and will serve as a public forum in which the public can provide comments. Members of the public may also submit comments in writing via [info@bistatesubcommittee.org](mailto:info@bistatesubcommittee.org). All comments received will be shared with subcommittee members. All meetings will offer a virtual participation option.

The subcommittee will meet monthly and the dates, locations and time for each meeting will be posted online. Meeting agendas and materials will be posted in advance of each meeting.

### **Recording and Meeting Summaries**

All meetings of the subcommittee will be recorded and available online. Meeting summaries of each meeting will be posted online following each meeting.

### **Public Records**

The subcommittee will apply and conform to applicable public records laws of each state.

### **Tribal Consultation**

The subcommittee acknowledges the sovereignty of each of the federally recognized tribes in Oregon and Washington and is committed to meaningful and respectful consultation.

As **ADOPTED** by the I-5 Bridge Bi-State Tolling Subcommittee on March 15, 2024.