



Portland Metro Area Value Pricing Feasibility Analysis Policy Advisory Committee

Committee Charter and Protocols

Preamble

Oregon House Bill 2017 from the 2017 Legislative session directs the Oregon Transportation Commission (OTC) to seek approval from the Federal Highway Administration (FHWA) by December 2018 to implement value pricing on the I-5 and I-205 corridors, from the Washington state line to their intersection in Oregon. Per the legislation, value pricing would be used to reduce traffic congestion in the Portland metropolitan region. If FHWA approves, the OTC is required to implement value pricing.

Value pricing, also known as congestion pricing or peak-period pricing, is a type of tolling in which a higher price is set for driving on a road when demand is greater, usually in the morning and evening rush hours. The goal is to reduce congestion by encouraging people to travel at less congested times or by other modes, and to provide a more reliable travel time for paying users. Value pricing can include converting a carpool lane (also known as a high occupancy vehicle or HOV lane) to a high occupancy toll (HOT) lane so non-carpoolers can choose to pay to use the lane to save time; putting a variable toll on a new highway lane; using tolls on bridges that vary by time of day; and other applications.

In order to develop a proposal to FHWA by December 2018, the Oregon Department of Transportation (ODOT) will conduct a feasibility analysis to determine where value pricing may be successfully applied on these corridors and what the impacts of each option will be. Throughout this process, ODOT will work with local government officials and stakeholders and seek public input so that the voice of all those who may be affected can be heard.

Purpose of Charter

This charter is intended to provide a clear and mutually agreeable statement of the roles and responsibilities of Policy Advisory Committee (Committee or PAC) members, ODOT staff and OTC. It also identifies the way in which the Committee will operate, including decision-making processes, meeting conduct and communication. Once agreed upon by the Committee, the charter will guide the work and conduct of the Committee in an open and transparent process.

Purpose of the Committee

The Value Pricing Policy Advisory Committee shall advise the OTC in implementing Section 120 of HB 2017 by:

- evaluating options to implement value pricing to reduce congestion on I-5 and I-205 in the Portland area based on factors provided below by the Commission
- considering public input for the various options



- considering effects and potential mitigation strategies for options
- providing input and recommendations on value pricing to the Commission to inform their proposal prior to applying to the Federal Highway Administration

Committee Composition

As directed by the OTC, the Committee will be composed of approximately 20 voting members representing a variety of interests and perspectives, including:

- Oregon Transportation Commission
- Oregon Department of Transportation
- City, county, and metropolitan planning organization officials from Oregon and Washington
- Highway users
- Advocates for equity, social justice, and environmental justice
- Public transportation
- Environmental advocacy groups
- Port of Portland
- Business community

The PAC will also include an ex officio member representing FHWA.

Should a member be deemed to no longer represent their constituents, agency or organization (through change in office, position or other circumstance) the OTC reserves the right to revisit the committee's standing membership to ensure the committee's representativeness.

As directed by the OTC, Committee members will be appointed by the ODOT Director.

The full Committee will meet about six times between fall 2017 and summer 2018. It will be facilitated by a neutral facilitator. Meeting observers are asked to silently observe the meeting. An opportunity for public comment to the Committee will be provided at each meeting. In addition, a dedicated email address enables the public to provide comment directly to the Committee.

Committee Responsibilities

Members will be responsible for representing stakeholder organizations, communicating routinely with their constituencies and providing recommendations to the Oregon Transportation Commission.

As described in Section 120 of HB 2017, value pricing is designed to relieve congestion on I-5 and I-205 in the Portland metropolitan region. The OTC intends to evaluate value pricing options that will address congestion through one or more of the following means.



- **Managing congestion:** Value pricing used to manage demand and encourage more efficient use of the transportation system by shifting trips to less congested times or designated lanes through pricing and/or maximizing the use of other modes to improve freeway reliability.
- **Financing bottleneck relief projects:** Value pricing used as a means to finance the construction of roadway improvements that address identified bottleneck projects that will improve the efficient movement of goods and people.

When **evaluating value pricing options**, the Committee shall at a minimum consider the following factors, and others as appropriate:

- **Revenue and cost:** To what extent the option will raise sufficient revenue to cover the cost of implementing value pricing as well as the ongoing operational expenses, including the costs of maintenance and repairs of the facility.
- **Traffic operations improvements:** To what extent the option will improve the traffic operations of the priced facility, including but not limited to increasing reliability and mitigating congestion.
- **Diversion of traffic:** To what extent the option will cause diversion to other routes and modes that will impact the performance and operations of other transportation facilities, including both roads and transit service.
- **Adequacy of transit service:** To what extent public transportation service is available to serve as an alternative, non-tolled mode of travel.
- **Equity impacts:** Whether the option will disproportionately impact environmental justice households or communities and to what extent mitigation strategies could reduce the impact.
- **Impacts on the community, economy, and environment:** Whether and how the option will impact the surrounding community, economy, and/or environment and the economy of the state in general.
- **Public input:** To what extent the public supports a particular pricing option as a way to address congestion.
- **Consistency with state and regional law and policy:** Whether the option will comply with existing Oregon Transportation Commission policies, state laws, and regional planning regulations.
- **Feasibility under federal law:** Whether the option is allowable under federal tolling laws or will require a waiver under the Value Pricing Pilot Program or some other authority.
- **Project delivery schedules:** Whether a value pricing option has the potential to alter the expected delivery schedule for a project on the corridor.

The Committee will also serve as a communications link between the feasibility analysis and stakeholders. Members will convey project-related information to and from respective communities and interest groups, and identify stakeholders and help facilitate contact with those groups and individuals.



Process and Protocols

The purpose of the Committee is to allow a diversity of perspectives to help shape the design of key elements of the project in the project area. While the Committee is advisory and does not have decision-making authority, the Committee will be called upon to provide insight, observations, feedback and recommendations to the OTC. All Committee feedback will be respectfully considered, in addition to technical findings and input received from the broader public. The OTC is the tolling authority in Oregon and will make the decision about what to submit to FHWA for approval.

Committee Recommendation Development Process

All members are encouraged to challenge themselves and each other to think creatively and to approach the feasibility analysis with an open mind. While it is important to identify problems, it is even more important to seek thoughtful solutions that advance the conversation.

The Committee's work will center on providing recommendations to the OTC by mid-2018. Recommendations will, at a minimum, address the following questions:

- Based on the considerations described under Committee Responsibilities, what location(s) on I-5 and/or I-205 are best suited to implement value pricing?
- For the recommended location(s), what type of value pricing should be applied?
- What mitigation strategies should be pursued based on their potential to reduce the impact of value pricing on environmental justice communities or adjacent communities?

At key milestones, votes may be taken. Majority and minority opinions may be included in the recommendation.

An ex officio member of the committee will not take part in any votes, but may be asked to provide their insight or expertise in the development of minority or majority statements.

Meeting Protocols

- Meetings will be actively facilitated to ensure that discussions are consistent with the Committee charter and to ensure that feedback and recommendations are advanced from the group in a timely manner.
- Two Oregon Transportation Commissioners will serve as co-chairs for the Committee. In this role they will provide input to meeting agendas and act as active liaisons to the Oregon Transportation Commission.
- The facilitator will be a 'content neutral' party who ensures that all committee members have an equal opportunity to participate.
- Members agree to follow the meeting ground rules agreed to by the Committee as established with the group's facilitator, including:



- Silence electronics.
 - Ask questions of each other to gain clarity and understanding.
 - Express yourself in terms of your preferences, interests, and outcomes you wish to achieve.
 - Listen respectfully, and try sincerely to understand the needs and interests of others.
 - Be curious and willing to learn and contribute.
 - Honor each other by being honest, authentic, and brave.
 - Respect timelines by being concise and brief with comments and questions.
 - Seek common ground.
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- Members agree to give the facilitator permission to keep the group on track and table discussions as needed to keep the group moving.
 - Meetings will be scheduled in advance and attendance is important given the limited number of meetings and the fast-paced schedule provided by HB 2017. Members will make their best effort to attend all meetings. Members will notify the facilitator or designated staff in advance if unable to attend and will provide written comments or vote prior to the meeting. Alternates are not allowed.
 - Should members be absent for more than two consecutive meetings, the OTC reserves the right to reconsider their standing membership in the Committee, and may offer their membership to another party. An alternate member may not be nominated to participate in the meeting on behalf of a standing Committee member.
 - Ex Officio members will actively participate in conversations, sharing their perspectives and expertise with the group. Ex Officio members will not participate in votes or the development of minority or majority statements.
 - Public notification of Committee meetings will occur at least one week in advance and the agenda and meeting materials will be made available on ODOT's Value Pricing website.
 - The project will make every effort to ensure meeting materials are finalized at the time of electronic distribution to Committee members, however, there may be instances where updated versions of materials are provided; in these cases, staff will describe the changes. Please review all materials in advance and come prepared to participate.
 - A printed version of materials will be provided to all members at the commencement of the meeting and posted on the website.
 - Meetings will begin and end on time. If agenda items cannot be completed on time, the committee will decide if the meeting should be extended, an additional meeting scheduled, or the discussion continued at the next scheduled meeting.
 - Meeting summaries will be produced for each meeting by the project team to reflect group discussion, feedback, areas of agreement and tasks and assignments related to advancement of the group's work. Draft summaries will be distributed,



and committee members given the opportunity to clarify or edit the summary to make sure it accurately reflects the meeting.

- Meeting summaries will be published online after Committee members have been provided an electronic copy of the summary for their information or clarification if required.
- Members are asked to silence mobile phones and electronic devices and refrain from personal live streaming or other use of social media during the committee meeting sessions.

Communication

- Members will share information with their organizations and/or constituents, gather information from their constituents to help inform committee discussions and encourage their participation in the process.
- Members will not take actions or discuss issues in any way that undermines an open and transparent group process.
- Members will notify designated ODOT staff of all requests from the media. If members do speak with the media, they will clarify that they are speaking as an individual and not speak on behalf of the project or the Committee, nor characterize the points of view of other members.
- The facilitator and supporting staff will be available at and between meetings to address questions, concerns and ideas. The facilitator and staff will respond to all member inquiries in a timely manner.
- The facilitator may contact Committee meeting members between meetings to address any potential areas of concern or conflict that may arise during the committee process.



Committee Member Name	Signature	Date
Tony DeFalco Verde		
Craig Dirksen Metro		
Marie Dodds AAA Oregon		
Chris Hagerbaumer Oregon Environmental Council		
Marion Haynes Portland Business Alliance		
Matt Hoffmann Fred Meyer		2/28/18
Katrina Holland Community Alliance of Tenants		
Jana Jarvis Oregon Trucking Association		2.28.18
Gerik Kransky The Street Trust		2/28/18
Bernie Bottomly TriMet		
Anne McEnemy Ogle City of Vancouver		2/28/18
Sean O'Hollaren Oregon Transportation Commission		2-28-2018
Eileen Quiring Clark County		
Curtis Robinhold Port of Portland		
Roy Rogers Washington County		2/28/18
Brendan Finn City of Portland		
Vivian Satterfield OPAL Environmental Justice Oregon		
Paul Savas Clackamas County		
Alando Simpson Oregon Transportation Commission		
Kris Strickler Washington State Department of Transportation		
Pam Treece Westside Economic Alliance		2/28/18
Jessica Vega Pederson Multnomah County		2/28/18



Committee Member Name	Signature	Date
Park Woodworth Ride Connection		2/28/18
Rian Windsheimer Oregon Department of Transportation		2/28/2018
Ex Officio Committee Member Name	Signature	Date
Phil Ditzler Federal Highway Administration		
Facilitator	Signature	Date
Penny Mabie Envirolssues		