

**PORT OF HOOD RIVER
Resolution No. 2023-24-13**

A RESOLUTION ADOPTING A TOLL POLICY

WHEREAS, the Port of Hood River has various toll policies ; AND

WHEREAS, the policies have not been pulled together in a single document; AND

WHEREAS, best practice is to have a single document that combines all individual policy into a single document; NOW THEREFORE

THE PORT OF HOOD RIVER BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

Sec. 1. The toll policy contained in Exhibit A is adopted to guide tolling decisions for the Port of Hood River; and

Sec. 2. All other duplicative or opposing resolutions are hereby repealed.

Adopted by the Board of Commissioners of the Port of Hood River this 19th day of March 2024.

SIGNED

DocuSigned by:

Kristi Chapman

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Kristi Chapman, President

ATTEST

DocuSigned by:

Mike Fox

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Michael Fox, Secretary

Exhibit A

PORT OF HOOD RIVER TOLLING POLICY

PURPOSE

The Tolling Policy articulates the policies, goals, and major objectives which will guide the Port in its tolling responsibilities until the new Hood River White Salmon Bridge is open and operating, and the current bridge is decommissioned. The new bridge will be owned by a separate legal entity.

Policy

The Port of Hood River Board of Commissioners sets the toll rates and toll policy for the Hood River White Salmon Interstate Bridge. Toll rates are adjusted as necessary to cover maintenance and other costs as determined by the Port.

In prior years the Port has used excess toll revenue to fund other activities within the Port, such as economic development and parks and recreation. In April 2023 the Commissioners passed Resolution No. 2022-23-14 that declares by June 30, 2026, all toll revenue must be utilized for operations, maintenance, capital repairs, and replacement of the existing bridge. Previous resolutions had already dedicated incremental toll increases in 1994, 2011, and 2018 to be used exclusively for bridge activities.

Toll rates are included in resolutions implementing the toll increases. Resolutions implementing toll increases should give sufficient notification time between the time the resolution is passed and when the toll increase will take effect.

Toll rates are reviewed annually during the budget process.

Payment Options

The Port accepts cash, checks, and credit cards for payment of tolls. In assessing tolls, the Port has several programs available.

BreezeBy is the trademarked name of the Port's electronic tolling system. BreezeBy customers typically affix a transponder to the windshield of their vehicle. BreezeBy accounts can be set up online or by visiting the Port office. A complete set of BreezeBy Terms and Conditions is available on the Port website at [BreezeBy Terms and Conditions - Port of Hood River](#). The toll rates for BreezeBy customers is lower than the cash toll rates to provide frequent users with a discount and to reflect the lower costs of operating the electronic system.

The Port operates a toll booth from 6:00 a.m. to 10:00 p.m. daily that accepts cash and credit card payments. Cash tolls are higher than BreezeBy tolls to reflect the infrequent users and to cover the additional cost of operating the toll booth. The toll booth is closed from 10:00 p.m. to 6:00 a.m. daily and may be closed during inclement weather or other reasons as determined by management. When the toll booth is closed, the Port uses all electronic tolling (AET).

AET uses cameras to take a picture of the license plate as the vehicle crosses the bridge to use in the Port's license plate recognition (LPR) process. If the license plate is registered to a BreezeBy account, the BreezeBy account is charged for the crossing. If the plate is not registered to a BreezeBy account, the system will look up the plate in the Department of Motor Vehicles (DMV) records and obtain the mailing address associated with the license plate. The license plate photo is reviewed by Port staff for accuracy. Invoices are mailed to the address on record for the license plate, and no additional fees are charged. Late fees are assessed after the 2nd notice is mailed.

Customers may prepay AET transactions by going to the Port's website, stopping by the Port office, or mailing payments to the Port.

When the toll booth is open, if a vehicle goes through the toll plaza without paying, and no transponder is identified, the transaction will be labeled a "run through". In addition to the toll, an additional ancillary fee will be added to the transaction to cover the costs associated with LPR. Customers may avoid the additional fee by going to the Port's website or coming into the Port office and paying the toll prior to the LPR invoice being processed (within 7 days of crossing).

The Port office has a drop box near the front door for customers to drop off payments when the Port office is not open.

Past Due Process

Invoices are mailed out and due in 30 days. If not paid by the due date, a late fee is added and a late notice is mailed. If the invoice is not paid within 30 days of the late notice date, the invoice will be sent to collections. For Oregon vehicles, a registration hold may be placed on your vehicle and the registration cannot be renewed until the invoice is paid.

Exemptions

All vehicles must pay a toll unless listed as exempt in this section. Exemptions:

- Vehicles with members or employees of federally recognized Tribes or Columbia River Inter-Tribal Fish Commission – enrollment card or employee badge required.
- Emergency response vehicles – not required to stop if lights are flashing.
- Emergency response vehicles – mutual aid should stop and notify toll staff of mutual aid.
- Emergency responders – Fire and Police departments may request transponders from the Port and will not be charged when crossing the bridge on official business.
- Active-duty military are exempt if crossing to report for duty – order papers need to be provided to validate reason for crossing.
- Public Transit systems – buses and transportation vans should have transponders installed.

In addition to the above exemptions, the Port may choose to waive tolls in emergency situations, and/or to facilitate traffic flow. If traffic is backing up and impacting Highway 84, toll staff will waive traffic through without charging a toll. If an invoice is generated, the customer can contact the Port office about having the fee waived. Other examples include facilitating evacuations in the case of a wildfire and facilitating traffic flow if Highway 84 in Oregon or SR 14 in Washington is closed. Tolls may be waived in one direction only depending on the traffic situation. The Executive Director or their designee has the

ability to make decisions regarding toll waivers in emergency situations. The Port may have contracts in place with state departments of transportation to waive tolls in certain situations.

Questions regarding exemptions should be directed to the Port Finance Director.

Disputes

Disputes can be initiated by filling out the form on the back of the invoice, using a form on the Port's website, or by calling the Port office. Initial disputes will be addressed by front office staff. If the customer is not satisfied with the front office staff decision, they can request the Office Manager to review the decision. If they are not satisfied with the Office Manager decision, it can be appealed to the Finance Director. If they are not satisfied with the Finance Director decision, it can be appealed to the Executive Director whose decision will be final.

Background

Information from various resolutions are included in this policy. Some of the resolutions are as follows:

- Resolution 2022-23-19: Implementing all electronic tolling for certain hours on the bridge.
- Resolution 2022-23-14: Establishing a tolling revenue use policy
- Resolution 2022-23-11: Establishing a tolling revenue use policy
- Resolution 2022-23-8: Toll Waiver to all federally recognized tribes and the Columbia River Inter-Tribal Fish Commission
- Resolution 2022-23-7: Toll Waiver Warm Springs
- Resolution 2022-23-6: Toll Waiver Umatilla
- Resolution 2022-23-4: Approving changes to video toll billing cycle timeline

Responsibility

The Finance Director manages the toll policy with oversight from the Executive Director.