



Travel Information Council

1500 Liberty Street SE, Suite 150
Salem, Oregon 97302

Minutes – Rest Area Committee
TIC Offices, Salem
Thursday, February 28, 2019

Members Participating:

Mike Marsh, Ed Washington (by phone), Mike Card (by phone), Katy Brooks (by phone)

Members Excused:

Ryan Snyder, Kenji Sugahara

TIC Staff Participating:

Jim Denno; Tim Pickett, Daphnee Legarza; Jessica Carbone; Vicki Vargas; Diane Welter, Heather Swanson.

The meeting of the Travel Information Council Rest Area Committee was called to order by Marsh at 10:05 a.m.

Business Meeting:

Rest Area Capital Projects & Other Projects:

- **Current Available Funding & Commitments** – Welter said there is \$3,378,090 available in capital funding. Card asked for greater detail on what factors or projects lead to Uncommitted Funds moving from \$713,000 in November 2018 to \$306,000 January 2019. After some discussion, Welter will modify the current forms to better address the question for the next meeting.
- **Capital Plan Update** – Legarza explained how the rest area capital plan was formed. Information was gathered from the Faithful & Gould study, rest area inspections and rest area staff to compile a master list of projects. The project list spans about a seven-year time period and totals approximately \$13 million in capital funding. Legarza gave an overview of the rest area projects planned for the next biennium. These are the projects that are the most urgent and/or time sensitive to complete. Each project listed is supported by its impact on the rest areas' functionality analysis. The committee then discussed the planned projects in greater detail. Some of the projects included were upgrades to rest area companion bathrooms or ADA stalls, wells, pavement and parking lot concrete aprons.
- **Oak Grove Rebuild-** Legarza said that both of the old restroom buildings have been demolished and the contractor is now in the excavation phase. Marsh asked if all the necessary permits have been acquired. Legarza said the contractor has the building permit. Staff attended the MEP meeting with the general contractor and Mechanical, Electrical and Plumbing contractors. The electrical permits may have already been pulled. The plumbing will be permitted soon.

- **Rest Area Office Prototype-** After researching various options for permanent offices for the rest areas, staff is currently looking at a building made by Modern Building Systems. The cost of the building is \$30,000 plus some additional costs for site work.

Items for Recommendation to Council:

- **Tree Work at French Prairie-** Legarza said that after a meeting with ODOT about how tree removal should take place in the rest area an ODOT forester reviewed the trees of concern on both sides. He agreed that the trees in the northbound rest area needed to be removed and had little to no timber value. He also agreed the trees on the southbound side needed to be removed, but believed they held a timber value. ODOT has offered to coordinate the southbound side and conduct a timber sale. While ODOT works scope and costs for the southbound side, staff requests the committee to recommend approval of a not to exceed expenditure of \$30,000 to complete the tree removal on the northbound side. Card asked if this work negates the need for a tree assessment. Legarza said that given the large number of trees at French Prairie, an overall assessment is necessary for us to properly manage and maintain the trees.

Card made a motion to recommend the not to exceed expenditure of \$30,000 for tree removal at French Prairie to Council. Washington seconded. The motion carried.

Approval of the Minutes: Marsh recommended correcting the “performed” to “preformed” in the third from the last line on page one of the January 3, 2019 minutes. *Brooks made a motion to approve the October 11, 2018, November 3, 2018 and January 3, 2019 as amended. Card seconded the motion. The motion carried.*

Items for Recommendation to Council continued:

- **Equipment Expenditure-** Legarza shared a document with committee that explained a list of equipment the rest area program needs to purchase. This equipment includes a tractor for snow removal at Beaver Marsh, a tractor to properly maintain the sloped terrain at Santiam and Oak Grove, six mowers for various rest areas, two chippers to accomplish more tree work in-house and a sweeper. Staff asked the committee to recommend the not to exceed expenditure of \$266,000 for this equipment. Marsh asked if staff had reached out to ODOT for their help in some of these areas. Legarza said that ODOT helps when they can, but there have been some cases where resources were spread too thin for ODOT to get to the rest area in a timely manner.

Card made a motion to recommend the not to exceed expenditure of \$266,000 for rest area landscape and other equipment to Council. Brooks seconded the motion. The motion carried.

- **Vehicles for the Rest Areas-** Legarza explained that 6 new trucks are needed. Three trucks that have come to the end of their useful life and three new trucks are needed for the new OPRD rest areas we will take over in July. Staff has done cost/benefit analysis to determine it is more cost effective for us to purchase vehicles rather than lease them from DAS. There is estimated operational savings of approximately \$4,000/ year per vehicle.

Brooks made a motion to recommend the not to exceed expenditure of \$180,000 for rest area vehicles to Council. Washington seconded the motion. The motion carried.

- **Storages facilities for French Prairie, Santiam and Oak Grove-** Legarza said that these buildings would provide the security, size, function and more pleasing aesthetic to store the newly purchased equipment at these rest areas.

Brooks made a motion to recommend the not to exceed expenditure of \$60,000 for equipment storage facilities at French Prairie, Oak Gove and Santiam to Council. Card seconded the motion. The motion carried.

- **Concrete Sidewalk, Curb and ADA Ramp Repairs at Southbound Beaver Marsh -** Legarza said that the sidewalk and curbing has deteriorated to the extent that it has become a hazard. The extent of the deterioration has left staff unable to use the usual methods to correct the issues. The project is anticipated to take three to four weeks to complete. Based on the location of the work and lack of accessibly, the rest area would need to be closed. Because of the remoteness of the location, the committee asked Legarza to research further to see if there is any possible way to keep the rest area open. Legarza said she would so further research.

Washington made a motion to recommend the not to exceed expenditure of \$60,000 for concrete sidewalk, curb and ADA Ramp repairs at Southbound Beaver Marsh Rest Area to Council. Brooks seconded the motion. Marsh made an amendment to the motion that staff would provide their tentative plan on how the project will be completed. Then once the plan is more solid the staff will ask the Council for feedback before the projects begins so any concerns can be addressed. The motion carried.

- **Resinous Flooring Installation at Midland Rest Area-** Legarza said that original seal coat is failing, especially under and around toilets and urinal fixtures. This has led to penetration of fluids into the concrete, making them impossible to clean and creating unpleasant odors. The proposed flooring is the same specifications used for the new Oak Grove restroom project. It will result in a uniform, slip resistant floor that will greatly reduce the potential for bad odors to linger. The project will take 10 days and alternate restroom facilities will be provided so that the rest area will remain open and available to travelers. The total estimate of the cost is not to exceed \$50,000.

Card made a motion to recommend the not to exceed expenditure of \$50,000 for the installation of resinous flooring at Midland Rest Area to Council. Brooks seconded the motion. The motion carried.

Performance Measures:

- a) Status of Rest Area Inspections – Legarza said that 2019 inspections are set to begin end of March-beginning of April, weather dependent. They will follow up with field staff on ongoing capital work and doing further research into people counters.
- b) Comment Cards: Swanson presented the first results from the new Opiniator program. There was a low number of responses, but that was expected during the slow season. The overall scores are good.

New Business:

Adjournment: Meeting adjourned: 11:41 a.m.

Next Meeting: Thursday, April 18, 2019 at 10:00 a.m. at the TIC offices, 1500 Liberty St. SE, Suite 150, Salem, Oregon 97302.