



# Travel Information Council

1500 Liberty Street SE, Suite 150  
Salem, Oregon 97302

## MINUTES

### Rest Area Committee

Telephonic Meeting

June 3, 2021

#### **Members Participating:**

Mike Card, Mike Marsh, Valerie Warren; Ed Washington; Susan Steward

#### **TIC Staff Participating:**

Jim Denno; Daphnee Legarza; Heather Swanson; Jessica Carbone; Diane Welter

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The meeting was called to order by Card at 10:01 a.m., at the TIC offices in Salem, OR.

**Roll Call:** Card, Marsh, Steward, Warren, and Washington were present by phone. Staff were present in the office.

**Approval of the Minutes:** Card proposed minor grammatical correction. Marsh made a motion to approve the April 8, 2021, minutes as corrected. Washington seconded. The motion carried.

#### **Business Meeting:**

##### **Rest Area Capital Projects & Other Projects:**

- **Current Available Funding & Commitments** – Welter said there are currently several construction projects in progress. There is \$66,514 in unplanned capital funds. She said going forward unplanned capital funds may change due to changes in project timing, scope, and estimated cost. Funding is in a good position right now, with a little bit extra to accommodate ongoing projects. Card asked if there any concerns about the rising cost of materials in our ongoing construction projects. Legarza said that all the current contracts are for design services and do not include construction or materials. They are keeping an eye on the current market trends and will be getting engineering estimates for those projects before the projects go out for bid.
- **French Prairie Pavement Project Update:** Legarza said the project was an overall success. It was completed on schedule and under budget. For the construction of these improvements, we utilized under 10% of the approved \$100,000 contingency, saving approximately \$90,000 in capital funds. There will be a presentation at the upcoming Council meeting that will include construction progress photos.
- **Oak Grove Auxiliary Restroom Upgrade Project Update:** Legarza said this in-house project was a success. It was completed a week later than scheduled, however, no additional costs were incurred due to the delay. It was completed within the allocated budget. By completing the work in-house, we saved more than 50% of the estimated construction costs originally provided by an outside contractor. This project will also be highlighted during the upcoming Council meeting.
- **Priority One ADA Companion Restroom Projects:**

- The Maples and Memaloose: Legarza said that an onsite kick-off meeting has been completed at The Maples. The kick-off meeting fine-tunes the scope of work and design parameters specific to the

location. The unique design parameters include adding an ADA companion restroom to the west end of the existing facility. The doors will be placed in the front of the addition so that they will be gender neutral. Truck parking will be expanded. Approximately 100' of sewer line from the building to the existing septic tank will be replaced. The kick-off meeting at Memaloose has also been completed. The parameters include adding a small restroom addition onto both eastbound and westbound large restrooms and expanding the car parking capacity by removing a concrete island that is no longer needed. The next steps in the project are to perform utility line surveying.

- **Deadman, Baker Valley, and Charles Reynolds:** Legarza said that the onsite kick-off meetings for these rest areas are still being scheduled. The utility line locates will be conducted during these initial site visits.

- **Sunset Springs Pavement Project Update:** Legarza said that the kick-off meeting at Sunset Springs has been completed. They discussed potential solutions to pavement drainage issues at the west end of the car parking and viable ADA access ramp options. The ADA parking area is unique in that it is boarded by curbing.
- **French Prairie Ice Storm Mitigation:** Legarza said that to reopen the rest area as soon as possible and due to the complexity of the necessary tree work, we secured Bartlett Tree Experts to perform emergency tree assessment, removal, and trimming services. Along with our available staff, we enlisted the help of our current landscape contractor at French Prairie C&R Reforestation to assist us with cleanup and chipping. The extensive tree mitigation work resulted in a slight price overage of \$5,000 beyond the originally approved amount of \$100,000. Staff is requesting committee approval to forward an increase of the originally approved amount for ice storm mitigation from \$100,000 to \$105,000 to the Council. Additionally, staff has submitted a Detailed Damage Inspection Report (DDIR) to the Federal Highway Administration via ODOT for \$61,649 of eligible reimbursable storm mitigation expenses. Also, TIC has received \$15,232.20 in insurance proceeds for the repairs to the damaged information kiosk.

*Marsh made a motion to recommend the increase of the originally approved amount for ice storm mitigation at French Prairie from \$100,000 to \$105,000 to Council. Steward seconded. The motion carried.*

- **Boardman Eastbound Well Drilling:** Legarza said that there are difficulties with water at the Boardman Rest Area. There are two existing wells at the Boardman Rest Area. Either of these wells can provide potable water to both sides of the rest area, providing us with some operational flexibility. Late last year, the westbound well pump was replaced because there is iron in the groundwater, creating an iron build-up on our pumps. After experiencing water issues with the eastbound well pumping system, the pump was pulled to determine if that was the source of the problem. The pumping system was not the main culprit. A well company tested the static water level and noted that the well was running out of water. It was determined that the well would need to be drilled to a depth of 300-350 feet. In addition to the well work, the existing pump will also be replaced. The estimated overall cost for increasing the depth of the well and replacing the pump is \$30,000.

*Washington made a motion to recommend approval of \$30,000 to increase the depth of the Boardman eastbound well and replace the pump to Council. Steward seconded. The motion carried.*

- **Cabin Creek Sewer Line Relocation:** Legarza said that the existing sewer line for Cabin Creek Rest Area runs approximately three miles to the City of Oakland. It runs along a bridge that Douglas County is planning to relocate. At the April Council meeting, Council approved funds for ODOT to include the new sewer design in their design plans for the new bridge. ODOT is planning to receive bids for the construction of this project on Thursday, October 28, 2021. ODOT has provided TIC with an engineer's estimate, including a 20% contingency, for the estimated construction costs to relocate the conflicting utility (a portion of Cabin Creek's offsite sewer line) with the construction of the new bridge. The actual contractor's price will not be known until bids are opened in October of this year. The engineer's estimated overall cost for the construction of the new sewer line is \$250,000.

*Steward made a motion to recommend approval of \$250,000 for the construction costs to relocate a Cabin Creek Rest Area existing sewer line attached to a Douglas County bridge structure to the Council. Marsh seconded. The motion carried.*

**Other Business:**

**Performance Measures:**

- **Status of Performance Measures/ Rest Area Inspections:** Legarza said that quite a few rest area inspections have been completed, almost half have been inspected. The new inspection format is based on safety and regulatory issues. Heather Swanson and the Rest Area Supervisors are working on creating a checklist that covers the everyday cleaning and maintenance requirements of their locations. The committee discussed how the new inspections and the information they provide could be used as performance measures.

**Other Business:**

**Adjournment:**

Meeting adjourned: 10:51 a.m.

**Next Meeting:** Thursday, August 5, 2021, at 10:00 a.m. Telephonic Meeting.

