



Travel Information Council
1500 Liberty Street SE, Suite 150
Salem, Oregon 97302

MINUTES

Council Meeting
Monday, June 14, 2021
Zoom Meeting

1500 Liberty St. SE Suite 150, Salem, Or 97302

Members Participating:

Bob Garcia, Chair; Julie Brown; Mike Card; Mike Marsh, Vice-Chair; Ed Washington; Eliza Canty-Jones; Susan Steward, Secretary; Valerie Warren

TIC Staff Participating:

Jim Denno; Diane Cheyne; Diane Welter; Daphnee Legarza; Jessica Carbone

Guests: Denise Fjordbeck, DOJ; Shelly Hoffman, Karl Anderson – DAS Risk Management

Opening of Public Hearing: Hearings Officer Jessica Carbone opened up the Public Hearing to receive public comment on the Agency's 2021-23 Biennial Budget at 9:00 a.m. There was no public comment received either written or in person. There is no public comment to move forward to the Council.

The public hearing was closed at 9:28 a.m.

Convening: The quarterly public meeting of the Travel Information Council was called to order by Chair Garcia at 9:35 a.m. Introductions were made for the record. All Council members and guests were present by zoom. All staff members were present in the office.

Business Meeting:

Approval of the March 8, 2021, Quarterly Council and April 22, 2021, Special Council Meeting minutes: Minor typographical corrections were made to the March 8, 2021, minutes.

Card moved approval of the March 8, 2021, minutes as corrected and the April 22, 2021, minutes as submitted. Washington seconded. The motion carried.

Denno informed the Council that there was an amendment to the agenda, the addition of a voting item, The Weatherby Sewer Line Replacement.

Public Comment: None.

Adjourn to Executive Session:

Steward made a motion to adjourn to Executive Session pursuant to ORS 192.660(2)(h), regarding consultation with legal counsel. Brown seconded. The motion carried.

Fjordbeck gave an overview of the Walker case. The Council discussed the cases' outcome and next steps. Anderson discussed how the case would affect the agency's Risk Management charges for the next biennium.

Marsh made a motion to return to public session. Card seconded the motion. The motion carried.

TIC Quarterly Meeting Minutes 6-14-2021 (approved 9-14-2021)

Fjordbeck, Anderson, and Hoffman left the meeting at 10:09 a.m.

Committee Reports:

Finance Committee: Marsh said the finances are sound. There has been overall long-term positive retention. There was negative retention in May of \$277,000 as a result of the legal case, but Year-to-Date results overall are still good. With savings in Personnel and other expenses over the last year, it is anticipated that we will still be under budget at the end of the year despite the unplanned legal payment. The Debit-to-Equity continues to decrease. There were only two past due sign customer accounts over 90 days. \$1,500 in interest was earned from the agency's investments in the last month. All the matured CDs were reinvested into money market accounts to receive a better interest rate.

Heritage Trees Committee: Washington said that the Stein-Boozier Walnut Orchard in Wilsonville will be able to have its long-delayed dedication on August 12, 2021, at 2 p.m. The Nuu-k'wii-daa-naa~ye' - "Our Ancestor", in Lincoln City will have its dedication on August 19, 2021, at 2 p.m. Dates for the dedications of The Eddyville Redwood and the Williamson-Abbot Ponderosa Pine are still being determined. The committee is working to improve its nomination process to make it easier for more diverse stories to be told. An analysis of the stories represented in the program showed they are overwhelmingly skewed to pre-1917 settlement by white male homesteaders. The committee is committed to bringing balance to the stories it highlights.

Historical Markers Committee: Garcia said the Beaver Hill Marker Project Committee has selected an Oregon Dept. of Fish and Wildlife site on Beaver Slough as the marker location. ODFW is excited to be part of the project and the local tourism folks are already planning to include the site in tours they are developing. The Beaver Slough site has been newly developed over the last few years for paddling year-round and hiking in the summer months. The Oregon Coast Visitors Association has pledged \$5,000 toward the marker project and they are helping to raise the additional \$2,500 needed to complete the project. The Ruben Shipley Marker Project is underway. There is a great sub-committee of community partners set up to develop the content. They are working on the first draft now. The City of Philomath has approved a location and is very supportive of the project. This project was co-sponsored by the Corvallis chapter of the NAACP, which is a new partner for us. The committee is also working on identifying the next set of priority replacement markers.

Rest Area Committee: Card said staff is doing great work in the rest areas. The French Prairie Pavement Project has been completed on time and under budget. The Oak Grove Auxiliary restroom renovation has been completed. By completing the work with TIC staff, the project was completed for half of the estimated cost from an outside contractor. Work continues on the Priority 1 ADA improvement projects. Card informed the Council that he has been asked to serve on the Government Camp Rest Area Redevelopment project. The Governor's Oregon Solutions Team is helping coordinate stakeholder discussions.

Executive: Chair Garcia said the committee has not met since the last meeting but will be planning a meeting soon.

Chair's Update: Chair Garcia thanked Mike Marsh for his wonderful work on the Council and numerous committees. His dedication is very appreciated. With the end of Marsh's term, the position of vice-chair will need to be filled. Marsh said that Canty-Jones will be the new Chair of the Finance committee.

Staff Reports

Agency update: Denno said the staff continues to do excellent work. The agency is fortunate to have such dedicated and professional staff. There are about two weeks left before the legislative session is over. There are no bills that have a significant effect on the agency, Denno is monitoring two bills still under consideration by the Transportation Committee. The Department of Administrative Services is planning for reopening State buildings to the public tentatively in September. Because plans are not finalized, the September Council meeting will still be via Zoom. Hopefully we will be able to meet in person in December. Attending the Council meetings digitally will remain an option going forward. Denno shared a letter from a traveler, praising the staff at the Sunset Springs rest area.

Finance: Welter reiterated her appreciation for Councilor Marsh and his work as the Finance committee Chair. She said the agency is finishing the fiscal year in a strong position. As of April, year-to-date retention is \$400,000 greater than budget. She shared that the next year's DAS risk management charges are about 1/3 of what they were the previous year.

Heritage Programs: Von Domitz said that both the heritage committees are working very hard and doing some very exciting things. It is possible to schedule and conduct dedications again and there is a backlog from the previous two years. There will be lots of invitations going out soon. The Oregon Interpretive Kiosk Project is wrapping up its first phase with draft text. The first draft text is going through a review by all the advisory committee members and key partners. The next step is to go out to bid for the second phase of the project which is the design manufacturing portion. She hopes to get that started in the next few weeks. The ongoing budget will be based on those proposals. There are some large funding and grant opportunities available from August thru October. She is very happy with the new partnerships that this project has built.

Sign Program: Cheyne said that the program is down 30 customers since March of 2020, but most of the sign spaces vacated by those customers were replaced by customers on waitlists. She informed the Council that Coral Construction, after four years of maintaining their prices with no increases, has found it necessary to implement a price increase of 9%. This is reasonable and in line with the inflation of materials costs. The increase will be reflected in a revised price agreement. As usual, any project that costs over \$25,000 will go before the Council for approval. The Southbound French Prairie Kiosk that was damaged in the ice storm has been repaired and some improvements were made. The project was completed on budget and all the insurance proceeds have been received. The managing contractor for the kiosks program is very encouraged by the new customers he has been getting for the program. This may be a sign that both the sign and kiosk programs will begin to show growth.

Rest Area Program: Legarza said that the ADA Priority 1 design projects are underway at Memaloose and The Maples. The onsite kickoff meeting at The Maples has been completed. The kick-off meeting fine-tunes the scope of work and design parameters specific to the location. The unique design parameters at The Maples include adding an ADA companion restroom to the west end of the existing facility. 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 on the westbound side. The next steps in the project are to perform utility line locates and surveying. The second Priority 1 grouping is Deadman Pass, Baker Valley, and Charles Reynolds. The onsite kickoff meeting at these locations has been completed. At Deadman, a set of ADA companion rooms will be added to the buildings. The slopes and steep grades in the rest area require extensive design work for the sidewalk ramps, as well as the need to reconfigure a new ramp to the restroom addition. At Charles Reynolds, there will be ADA companion rooms added to the existing facilities. On the westbound side, work will be done on the parking lot to increase the turning radius of the truck lot. The onsite kickoff meeting at Baker Valley discussed adding ADA companion rooms to the building on the eastbound side. On the westbound side, its higher visitor count calls for increased capacity by double via a full restroom expansion. The drive lanes and stall lengths of the truck parking are going to be redesigned for maneuverability.

The kick-off meeting at Sunset Springs pavement project has been completed. Potential solutions to pavement drainage issues at the west end of the car parking and viable ADA access ramp options were discussed. Next, Legarza updated the Council on two completed capital projects, the Oak Grove Auxiliary Restroom Upgrades, and the French Prairie Front Truck Lot Reconstruction. The interior improvements to the ADA companion rooms at Oak Grove included numerous improvements. These improvements made the facility not just aesthetically pleasing, but more resistant to vandalism and easier to clean and maintain. This project was completed by rest area staff for less than half of the cost estimated by a contractor. The French Prairie truck parking project included new concrete slabs in the front truck lots of both the north and southbound rest areas and the reconstruction of 12 existing ADA sidewalk

ramps. 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 \$94,000 in capital funds.

Action/Voting Items:

- **2021- 23 Proposed Biennial Budget:** Welter presented the 2021-23 proposed TIC budget amended by a reduction of \$450,000 to beginning cash. \$300,000 was removed from Other Funds- unrestricted because of a recent court ruling and \$150,000 from Rest Area highway funds because of cleanup efforts after an ice storm.

Marsh made a motion to approve the amended 2021 – 23 biennial budget with the reduction in beginning cash. Brown seconded. The motion carried.

- **Sign Crew/Dodge Ram 3500 Truck Chassis/Flatbed Purchase:** Cheyne said that due to an aging 2014 fleet truck, the sign crew needs to purchase a new truck chassis. The 2014 truck has been used as a wash truck and for small jobs. It is a 5500 chassis that is too large to use as a tow without obtaining CDL licenses. The excavator and trailer exceed 26,000 lbs. GVW that is allowed by the Motor Carrier Transportation Division. Staff is asking for the approval of \$46,200.50 for a 2021 Dodge Ram 3500 truck chassis with flatbed and lights. The costs for installation of flatbed, lumber/ladder rack, and installing safety equipment included. The purchase of this truck will allow staff to have two trucks that can tow the excavator.

Steward made a motion to approve \$46,200.50 for the purchase of a 2021 Dodge Ram 3500 truck chassis with a flatbed and lights. Canty-Jones seconded. The motion carried.

- **Storm Damage at French Prairie Rest Area:** 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 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 approval of an increase of the originally approved amount for ice storm mitigation from \$100,000 to \$105,000. 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.

Card made a motion to approve an increase of the originally approved amount for ice storm mitigation at French Prairie from \$100,000 to \$105,000 to Council. Canty-Jones seconded. The motion carried.

- **Boardman Eastbound Well Work:** Legarza said that 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. 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 the work is \$30,000.

Card made a motion to approve \$30,000 to increase the depth of the Boardman eastbound well and replace the pump. Brown seconded. The motion carried.

- **Cabin Creek Sewer Line Relocation (Construction):** 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 line in their design plans for the new bridge. ODOT has provided TIC with an engineer's estimate, including a 20% contingency, for the construction costs to relocate the Cabin Creek sewer line with the construction of the new bridge. The actual contractor's price will not be known until ODOT opens bids on October 28th of this year. The engineer's estimated cost for the construction of the new sewer line is \$250,000.

Marsh made a motion to approve \$250,000 for the construction costs to relocate an existing Cabin Creek Rest Area sewer line attached to a Douglas County bridge structure. Washington seconded. The motion carried.

- **Weatherby Sewer Line Replacement:** Legarza said that the sewer system at Weatherby includes a septic tank, dosing tank, and drain field. The existing 4" sewer piping from the septic tank to the dosing tank is the original Orangeburg pipe. Around four years ago, we had this sewer line jetted. Following our most recent jetting of the line, staff attempted to camera the line and were unable to run the camera through the sewer line. Due to the type and age of the piping, we believe that the existing line could be partially compromised in addition to build-up within the line. Staff is proposing directional drilling and pipe bursting the new upgraded sewer piping along the same alignment as the existing piping. Additionally, there will be added cleanouts to the piping where it is needed to assist in addressing operational concerns and an enzyme injection system that will help with the maintenance of the piping by reducing build-up in the pipe. The estimated cost for installing the new sewer piping, including a 20% contingency, is \$60,000.

Washington made a motion to approve \$60,000 to replace the existing sewer line at Weatherby Rest Area. Card seconded. The motion carried.

Next Meeting:

September 14, 2021- Zoom Meeting, Salem, OR

Adjourn: 11:57 a.m.
