



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

MINUTES

Telephonic Finance
Committee
Wed. December 01, 2021

Members Participating: Eliza Canty-Jones; Mike Drennan; Bob Garcia, Ed Washington

TIC Staff Participating: Elizabeth Boxall; Diane Welter; Jessica Carbone; Diane Cheyne; Daphnee Legarza

The meeting was called to order by Canty-Jones at 11:02 a.m., at the TIC offices in Salem, OR.

Roll Call: Canty-Jones, Drennan, Garcia, and Washington, were present by phone. Staff were present in the office.

Approval of the Minutes: Drennan and Canty-Jones made multiple grammatical corrections. Drennan made a motion to approve the minutes as corrected. Garcia seconded. The motion carried.

New Business

September Financials: Drennan asked staff to confirm that the agency had petty cash. Welter said that the agency mostly keeps cash for mailing purposes such as certified letters, or to cover missing postage from mail that gets sent to the office from rest areas. The postman will request the missing postage instead of returning it to the sender. Drennan then asked why there was still an open account at US Bank. Welter explained that the account is used to collect online payments for sign fee permits. Online payment is not available at Summit Bank. Drennan and Welter discussed the continued increase in retirement expenses. Welter said that when the budget was created it was not foreseen how many Tier 1 and 2 employees would be hired. The overage in retirement expense is offset by savings in wage expenses. Drennan then asked why rental income and Non-Operating & Other Revenue wasn't budgeted. Welter said that it was due to the new GASB 87 lease accounting (rule) that become effective after the fiscal year. The rental income is from the Board of Optometry's sublease. It used to offset rent expense, but now must be recorded as rental income. The Non-Operating & Other Revenue included \$4,700 to Historical Markers for the new Beaver Hill Mine marker. These funds are held as a liability in account 2455 Deferred Income - Historical Markers until expenses are incurred and then the funds are transferred, and revenue is recognized. The revenue relating to the Sign Program is for scrap metal and rental of our excavator to ODOT.

October Financials: Drennan asked for clarification on the new account for the Oregon Trail Kiosk project. Welter said the account was created for the grant money earned for the project. Drennan asked why Health and Dental were under budget and if those expenses were expected to go up in January. Welter did not notice any significant rate increases to the employee or employer portions.

Other Business:

Discussion of January Employee COLA: Welter reminded the committee of their discussion of this topic at the last committee meeting. Through the collective bargaining process, the state has set higher COLAs than currently

offered by TIC. While TIC offers a 2% COLA every January 1. The State will offer a 2.5% COLA on December 1, 2021, and a 3.1% COLA on December 1, 2022. Staff is recommending that the agency's COLA be adjusted to a 2.5% COLA on December 1, 2021, and a 3.1% COLA on December 1, 2022. The committee discussed current and future possible inflation. Drennan recommended increasing the 2021 COLA to 3% and leaving the 2022 COLA at 3.1%, but with the option to readdress next year. Welter said there was money in the budget for a 2.5% adjustment and more if that was what the committee wanted to recommend.

Drennan made a motion to recommend a 3% COLA effective December 1, 2021, and a 3.1% COLA effective December 1, 2022, with the option to readdress the COLA next year, to Council. Garcia seconded. The motion carried.

Discussion of Front-Line Worker's Hazard Pay: Welter said that the state decided to pay a one-time pandemic recognition payment for frontline workers who worked March 2020 – June 2021. The payment is dependent on how many hours worked. If 1,040 hours or more were worked the employee will receive a one-time payment of \$1,550. As with the increased COLA, TIC is not obligated to do this payment, but management supports this proposal. The budgetary impact is \$76,150. Drennan asked if all staff was eligible. Welter replied that rest area and sign crew would be eligible, under the guidelines used by the state.

Garcia made a motion to recommend approval of the one-time pandemic recognition payment for front-line workers who met certain criteria determined by DAS between March 2020 and June 2021 to the Council. Eligible employees who worked between 480 to 1,039 hours will receive \$1,050, and greater than 1,040 hours will receive \$1550. Washington seconded. The motion carried.

New Business:

Committee Review of Possible Sign Fee Increase:

Cheyne gave a brief review of the sign program's history and the program's developed structure for developing fair rates. Some of the facts she and the committee consider include:

- There hasn't been a fee increase since 2019.
- The Council amended the Coral construction Prices agreement through June 30, 2023, resulting in approximately a 9% increase.
- She expects the ODOT sign shop to increase their cost agreement effective July 1, 2022.
- The Corrections Sign Shop increased its aluminum prices by 35%.
- As of Oct. 2021, Sign revenues are up 2% (16,439).
- As of Oct. 2021, Repair and Maintenance expenses are down 24% (\$32,864).
- As she reviews the 2020 traffic counts, approximately 2000 sign space fees will decrease. Using the lowest drop for each type of space appears to result in a \$51,000 decrease in sign fees.

The committee discussed the current effect of the economic climate on the sign customers and small businesses, while also balancing steadily rising costs.

Washington made a motion to recommend a 1.5% increase in sign fees to Council. Garcia seconded.

Drennan asked the committee to consider a 2% increase to cover the losses expected due to decreased sign fees.

Washington amended his motion to recommend a 2% increase in sign fees to Council. Garcia seconded. The motion carried.

Adjournment: The meeting adjourned at 12:03 pm.

Next Meeting: There is a meeting scheduled for Wednesday, January 26, 2022, at 11:00 a.m., telephonic at the TIC Offices, 1500 Liberty St. S.E. Suite 150, Salem, OR 97302.