



Oregon Travel Information Council
1500 Liberty St. SE, Ste 150
Salem, OR 97302

MINUTES
Rest Area Committee
April 6, 2022 -10:00 a.m.
Virtual Meeting

Members Participating:

Mike Card; Matt Preston; Valerie Warren

Excused: Susan Steward; Ed Washington

TIC Staff Participating:

Elizabeth Boxall; Daphnee Legarza; Jessica Carbone

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

Roll Call: All committee members and staff were present virtually.

Business Meeting

Approval of the Minutes: *Card made a motion to let the February 3, 2022, minutes stand as presented.*

Rest Area Capital Projects & Other Projects:

- **Current Available Funding & Commitments:** Boxall presented a summary of the rest area capital funds as of February 28, 2022. It shows a cash balance of \$5.4 million. At the time of this report, the March cash had not been reconciled. At the March Council meeting, the Council approved additional spending on multiple projects, which is why the report shows a negative \$246,950 in remaining capital funds. The balance makes it appear that there are not sufficient funds to complete all the approved projects, but this report assumes that all the projects will be completed by June 30, which will not be possible. Also, TIC will receive an additional \$3.6 million in capital funding from ODOT on July 1, 2022. Legarza said she is comfortable with the over-allocation because the over-allocation is still way under the expected funds. Boxall asked the committee if they would like to see this report provided at future meetings. The committee confirmed they would.

- Priority One ADA Companion Restroom Project Updates:** Legarza said the historical and cultural resource reconnaissance survey has been completed and sent to SHPO (State Historical Preservation Office), The Confederated Tribes of Warm Springs, and Columbia River Gorge National Scenic Area for review and comment. The permit process is still in planning with WASCOS County. The engineering firm has been placed as a co-applicant on the land use planning permit so there won't be any lapses in communication during the transition to the new Rest Area Program Administrator. Although, not completed the permitting process is far enough along that, staff has begun preparing the project to go out for bid so it can be started as soon as the permits are ready. Staff anticipates receiving the final plans and structural calcs this week for The Maples project and submitting that information to Marion County for the building permits next week. The Maples project's timeline will be a little bit ahead of Memaloose because the Marion County permitting process isn't as complex as Wasco County. Legarza informed the committee that the staff has been working with the design engineers to find cost savings during the construction phase. The forest fire that came through last September affected the land around the rest area, especially around the fence line. There is an opportunity to use the excavated dirt material from the new pavement area to raise the grade of some low areas. It is also possible to use some of the ground-up old pavement as a base for some of the new paved areas. This will create savings in hauling and disposal fee costs.
- ODOT Coordinated Pavement Rehabilitation Projects:** Legarza said during the March meeting, Council approved funding for two projects that ODOT would like to move ahead with this summer, at Gettings Creek and Oak Grove. The Gettings Creek project has gone out for bid. There were four bids received ranging from \$187,000 to \$234,000. The lower bidder was River Bend Construction, Inc. Weather permitting, the contractor hopes to begin work in April or May, which means this project will be completed before the World Athletics Championships occur in Eugene. ODOT will manage the project and oversee the contractor, TIC staff will be there to facilitate on-site. ODOT estimates the rest area will be closed for about a week. Preston asked if any kind of press releases or media is done to share the work that TIC is doing in the rest areas, such as cost savings or the coordination of improvement projects in the rest areas. The committee then discussed possible outreach to the public about the work the agency is doing. The Oak Grove project has not gone out to bid yet, but Legarza is staying in contact with ODOT to hopefully see the project begin soon. Santiam is another pavement project that has been designed, but ODOT does not believe they will be able to complete the project this year. Legarza hopes to continue this partnership and has looked at ODOT's upcoming highway projects that are going by any of TIC's rest areas through 2026 to suggest possible future projects.
- Baker Valley and Charles Reynolds Rest Area Rehabilitation Project – Additional Pavement Design Services:** Card thanked Legarza for the content

and thoroughness of the informational memo. While progress continues on the design work for the ADA projects at Deadman Pass, Barker Valley, and Charles Reynolds it was discovered upon closer analysis of the existing pavement conditions, that a pavement and geotechnical engineering analysis is needed to determine the design and construction parameters of the reconstructed and new pavement areas at Baker Valley and Charles Reynolds. Staff is requesting the committee recommend approval of an additional \$36,000 for pavement design services to the approved costs for design services of \$168,360 for a total of \$204,360, to Council. The committee then discussed possible considerations for future pavement designs.

Warren made a motion to approve recommending an increase to the originally approved design services cost of \$168,360 for Deadman Pass, Baker Valley, and Charles Reynolds by \$36,000 for pavement design services at Barker Valley and Charles Reynolds, for an overall cost of \$204,360 to Council. Preston seconded. Vote 3-0.

Performance Measures:

- Status of Performance Measures/ Rest Area Inspections:** Legarza said inspections have been completed at Deadman Pass, Stanfield, Boardman, Memaloose, Beaver Marsh, Midland, Suncrest, Manzanita, and Cabin Creek. All of the inspected rest areas are looking great. Their major working components are in good working order. The staff and leadership in the field are doing great work.

Rest Area leadership and Supervisors have come up with four performance measures to report to Council bi-annually.

1. DEQ Monitor and Testing: DEQ water pollution control facilities permit. Any non-compliance can result in increased requirements and fines. All required tests must be completed on time. Anything under 100% compliance will result in follow-up with the rest area staff.
2. Water Quality Monitoring and Testing: All tests must be submitted on time and submitted to the water authority. Any non-compliance can result in increased requirements and fines.
3. Opiniator Alert Responsiveness: Staff will track responsiveness to any alerts received on the Opiniator system. This includes the number of closed and resolved alerts and the timeliness of the response.
4. Cost Measures: Staff will report supply expenses at each rest area per rest area visitor.

Although it is not a performance measure, staff will also be sharing information gathered from the Opiniator Survey Report. Visitors that use Opiniator are requested to take a short survey to rate the cleanliness of the restrooms, availability of supplies, safety, and the overall conditions of the grounds.

Other Business:

Boxall informed the committee that this would be Legarza's last committee meeting with TIC. The committee thanked Legarza for all her amazing work and wished her the best in her next endeavor.

Adjourn: The meeting was adjourned at 10:51 a.m.

Next Meeting: Thursday, June 2, 2022, at 10:00 a.m.