



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

**MINUTES**  
**Special Council Meeting**  
**February 6, 2024**  
**12:00 pm – 1:00 pm**

**Members Participating:** Eliza Canty-Jones, Vice-Chair; Bob Garica; Matt Preston; Richard Riggs; David Warren; Valerie Wilson.

**Members Excused:** Mike Card, Chair; Ed Washington.

**Staff Participating:** Elizabeth Boxall; Heather Peck; Michelle Roth; Jessica Carbone

**Call to Order:** Canty-Jones called the meeting to order at 12:02 p.m. and established that quorum was present.

**Approval of the Agenda and Order of Business:** Canty-Jones asked if there were any questions or comments about the agenda of the meeting. There were none.

**Business Meeting**

**Public Comment:** There was no public comment presented.

**Approval of The Maples Storm Clean-up Request:** Peck said the recent winter storm in January caused 14 large trees to fall in The Maples rest area, crushing the pump house, light poles, and damaging the storage building. The recently remodeled restroom facility remained unharmed. The down trees blocked parking and access to the rest area. Quotes were obtained for the tree removal work, the Oregon Department of Transportation's approval was obtained per the inter-agency agreement, and the trees were removed. The value of the trees reduced the expense and was within the signature authority of the Executive Director. With the clean-up of the trees and the damaged facilities fenced off, the rest area was able to reopen on the morning of January 31, 2024. Staff are asking for approval of a not to exceed expenditure of \$136,100 to address additional tree clean-up and property damage. Peck provided the Council with a list of estimated costs of repairs and asset replacement. Preston asked if anyone was hurt during the storm. Peck said there were people in the rest area when the trees came down, but thankfully no one was hurt.

*Garica made a motion to approve the not to exceed expenditure of \$136,100 for The Maples Storm Clean-up and property damage. Wilson seconded. 6-0 Vote.*

**Approval of Gettings Creek Storm Clean-up Request:** Peck said that similarly to the clean-up request at The Maples, Gettings Creek suffered damage from the recent storm as well. The trees at Gettings Creek were smaller, but more plentiful than those at The Maples and damage to those trees was worse. However, the building damage was less, and no one was hurt. Gettings Creek is still closed. The fallen tree limbs in the north and southbound rest areas created access and safety issues, as well as some damage to the buildings. Fallen branches blocked parking areas, damaged a picnic structure, and created at least some minor building damage.

Due to ice that lasted several days, it took a few days before staff could begin accessing the rest area to start working on clean-up efforts and outreach needed for additional services. The rest area was without power for 10 days which resulted in no access to running water, including toilets that could not be flushed. The rest area will remain closed to the public until hanging branches can be cleared from treetops and damaged trees are assessed. Rest area staff have estimated that the southbound side could open by the end of the week. Services for tree work clean-up were procured with only one company responding to requests for quotes. Branches landed on the rooftops of the rest areas and damaged gutters on at least one side. It's unknown if additional damage exists on the rooftops as it's been unsafe to access until hanging branches are cleared. Canty-Jones asked if there were any concerns with only one company responding to a request for bids. Peck responded that based on the information provided in the arborist report, previous experience, and her experience of working with this company in the past, the quote provided did not cause concern. The Oregon Department of Transportation will be consulted per the inter-agency agreement before any tree removals. The goal is to keep any trees healthy enough to survive and that don't pose a safety risk to the public.

*Riggs made a motion to approve the not-to-exceed expenditure of \$75,000 to address tree clean-up and property damage at Gettings Creek. Wilson seconded. 6-0 Vote.*

**Approval of Charles Reynolds & Baker Valley final Design Expenditures:** Peck said that she had been working with the engineers for Charles Reynolds and Baker Valley projects in hopes of having updated expenditures for the current phase of work to Council for the December 2023 meeting, when TIC requested that the consultant move the project from preliminary design phase to final design and bid phase. The project manager and project engineer were out the month of December. The consultant informed TIC in January that the current contract for preliminary design has been expended and to make the necessary updates to the project and move forward to the bid phase, they will need additional funds for this scope. Additionally, the project will need to be reviewed by the Department of Justice for the final bid and construction contracting. This review will incur additional legal review fees that were not a part of the original scope. Staff are asking the Council to approve a not-to-exceed expenditure of \$150,000 for final design completion and 100% bid sets for Charles Reynolds and Baker Valley rest area building renovation projects. Typically, this type of request would come before Council at the March meeting, but since the engineers are at a standstill there wouldn't be any work completed between now and March. To keep these projects within this construction season it was brought before Council at this time.

Wilson asked if the majority of the change orders were caused by the building code updates. Peck said the additional costs were caused by the code updates and putting the package together. The final pieces that the preliminary design did not include 100% drawings, technical specifications, and bidding documents. Canty-Jones asked who will complete the survey and cultural review. Peck said that she is not sure who the engineering firm will use for their subcontractor, but TIC just had this review done on another project, so the estimate was made using the same amount of money. This also includes a third-party review of the work while it's ongoing. Canty-Jones then asked if there were any concerns that the engineers had already spent down the original contract. Peck said there were some because the deliverables contract includes three projects. Peck said the goal was to separate these projects, but to do that work would have to be stopped and new contracts would have to be written for all three projects. That plan wasn't conducive, and the engineer wasn't agreeable. Peck said the projects will be managed through their billing and that she has been very purposefully managing their deliverables through this process. Peck noted that the third project, Deadman Pass, which was originally part of the three rest areas in this project, will likely have a completely new contract written.

*Wilson made a motion to approve expenditures not to exceed \$150,000 for final design completion and 100% bid sets for Charles Reynolds and Baker Valley rest areas. Garica seconded. 6-0 Vote.*

**Adjourn:** The meeting adjourned at 12:26 p.m.

Next Scheduled Meeting: March 11, 2024, Salem, Oregon

TIC Council Minutes 2-6-2024 (Approved 3-11-2024)