



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

MINUTES
Rest Area Committee Meeting
April 17, 2024 Virtual
Meeting

Members Participating: Chair Valerie Wilson; Matt Preston; Ed Washington.

Members Excused: Mike Card; Eliza Canty-Jones.

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

The meeting was called to order by Chair Wilson at 9:06 a.m.

Roll Call: Committee members and staff were present.

Business Meeting

Capital Projects/ Maintenance & Other Projects

- **Current and Available Funding & Commitments:** Roth said as of March 18, 2024, there was about \$8.7 million in capital funding. Winter months tend to be quieter when dealing with construction projects. There were some funds spent on planning and design work. A large amount of the money spent during this period dealt with the replacement of burnt-out LED bulbs in the rest areas.
- **2025 Funding Plan Update** Boxall said the contract for legislative advocacy with The Victory Group has been signed. Boxall said she has had conversations with The Victory Group covering strategies moving forward, particularly regarding Boxalls transition out of her position. Victory has begun outreach and having conversations on TIC's behalf. Boxall said that she will have the request for the legislative concept draft completed before she transitions. The committee then discussed how TIC receives its funding for rest areas.
- **Program and Projects Update:** Peck presented an update of the current rest area program. Peck shared a photo of one of the wind turbine blade trucks that regularly stop at the Stanfield Rest Area to spend the night. Peck
- Peck said that staff is working through completing repairs from the weather damage suffered at The Maples. Peck said she is waiting to meet with a contractor for the CMU block wall building that needs to be rebuilt. Both sides of Gettings Creek are cleaned up and open to the public. There is still a small amount of damage to the roof of the rest area office, but staff can repair that themselves. Peck reported

to the committee the status of the repair to the water utility line at Sunset Springs Rest Area. The water was leaking well under the passing lane of the highway. The repair work has been completed and there is a temporary pavement cap on it. Peck reported that the rest area was only closed for one day, signs were posted, and notice was put up on Tripcheck, but during that time travelers got out of their cars, moved the closure barricades, and went into the rest area anyway and made complained to staff about its closure. Staff was very happy that the contractors finished quicker than originally anticipated. Peck informed the committee of the discussion she and Boxall had with Mack Lindy from ODOT, as directed by Council, about clarifying the parameters of TIC's responsibilities of rest area utility lines. Boxall said it was a positive conversation and the committee will be provided updates as they occur. Peck spoke to the committee about her work to complete rest area inspections and check-ins with supervisors. Peck updated the committee on current projects. Peck said there were three bids received for the Memaloose paving project. The lowest responsive bidder was noticed with the intent to award at the end of March. The lowest responsive bidder was under budget. The contract will be completed by the end of the week and the schedule for the project will be submitted this month. Because there is a shared entrance on the westbound side of the rest area with Memaloose State Park, it will take thorough communication between the contractor, staff, and park managers to make sure people who have reservations at the camp have access to the park. The building construction part of the project is under review at DOJ. Staff hope to have this project out to bid soon. The paving project at Sunset Springs is also under review at DOJ. Peck is hoping to be able to move forward with this project after she meets with DOJ on the upcoming Friday. The Charles Reynolds project for the full building renovation and pavement rehab is back on schedule. If the contractors can keep up with the agreed-upon schedule, Peck hopes to have this project start in late summer. The project being managed by Oregon State Parks and Recreation (OPRD) at Peter Skene Ogden Park is moving along swiftly. OPRD has a full staff working on the project. The hope is to get plans and specifications to DOJ for review by next month. Peck said that there are no further updates to report about the ODOT Truck Parking Project.

- **Review and Discussion of Rest Area Projects Priority 1-3:** Peck proposed to the committee a work session to discuss upcoming rest area project priorities at a different time. Peck also suggested waiting until the bids come back on the Charles Reynolds and Baker Valley to have more accurate knowledge of how much capital funding is and will be available to plan with.

Washington joined the meeting at 9:36 a.m.

Action/Voting Items

- **Vehicle Purchase Request:** Swanson informed the committee that the Rest Area Program currently operates with 43 trucks. The agency owns 34 of these trucks and leases the remaining 9 from DAS Motor Pool. Their model year range is 2008 to 2023 and have between 422 to 225,226 miles (as of the February bill). This purchase would ensure that TIC can continue to replace our aging trucks and move toward the goal of owning our fleet, rather than leasing DAS vehicles, which provides long-term operational savings. Along with the trucks that have aged to the point of being replaced one truck was totaled during an accident. The insurance proceeds from that vehicle have been recouped. Staff requested the committee recommend approval of the following: One Ford F250 diesel truck \$57,281.57, three Ford F250 gas trucks \$48,011.89 each, and four Ford F150 gas trucks \$42,317.26 each, for a total of \$370,586.28 plus the cost of associated safety equipment. The committee then discussed what factors determine when a truck has aged out.

Washington made a motion to recommend approval of a not to exceed expenditure of the budgeted \$369,000 and an additional \$1,586.28 for truck purchases and costs associated for additional equipment. Preston seconded. 3-0 Vote.

▪ **Approval of the Minutes:**

Washington made a motion to approve the February 9, 2024 minutes as presented. Preston seconded. 3-0 Vote

Other Business:

Adjournment: The meeting adjourned at 10:05 a.m.

Next Meeting: The next virtual meeting is TBD.