



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

MINUTES  
Rest Area Committee Meeting  
August 1, 2024  
Virtual Meeting

**Members Participating:** Matt Preston; Eliza Canty-Jones.

**Members Excused:** Chair Richard Riggs, Jeff Baker.

**TIC Staff Participating:** Mike Auman; Heather Peck; Michelle Roth; Heather Swanson; Jessica Carbone

---

The meeting was called to order by Canty-Jones at 1:03 p.m.

**Roll Call:** Committee members and staff were present virtually. Canty-Jones said that due to the lack of quorum, this meeting is informational, and no decisions will be made during this meeting.

### **Business Meeting**

**Approval of the Minutes:** Due to the lack of quorum approval of the April 17, 2024, minutes will move to the next meeting.

### **Capital Projects/ Maintenance & Other Projects**

- **Current and Available Funding & Commitments:** Roth said that when the materials were sent out for today's meeting, the most recently completed financials were May, but June reporting has just been completed. Roth said she would also share those with the committee. While there was a lot of activity and project work completed in June and July, the committee won't see this reflected in the report because those bills have not been received yet. The report reflects the payment of replacement parking lot lights, one light pole, and some smaller projects. Roth said as of June 30, 2024, there was about \$8.6 million in capital funds. \$3.3 million was received from ODOT on July 1, 2024, and during July about \$1.2 million was spent on capital projects.
- **Interim Executive Director Update:** Auman said that the Governor's office assured him that TIC's funding will be part of the Transportation Package. But the details of how that will look are still unclear. Auman then informed the committee that the Executive Director recruitment is open and will close on August 22, 2024. The first round of interviews has been scheduled and will be conducted by the Hiring Committee. The Meet & Greet with potential candidates will take place the week of September 17-20 but has not been scheduled. The second-round interviews will be held on September 27. Auman then informed the committee that John Hamilton from the Oregon

Restaurant and Lodging Association (ORLA) has been appointed as a new member of TIC's Council. Auman said he continues to work on additional potential Council members.

- **Program and Projects Update:** Peck presented an update of the current rest area program. Peck reported that most of the staffing issues have leveled out. Staff is currently in the final part of the recruitment process for a Rest Area Specialist at Peter Skene Rest Area. Yearly and Quarterly Staff evaluations are finalizing, and annual facility evaluations are ongoing. Peck said that the information gained during these facility evaluations will be used to update the rest area capital project priority list, with hopes the committee will be able to discuss the updated list at the next meeting. The rest area inventory properties book has been paused in favor of active capital projects that needed to be completed this summer. Peck said that visitor counts are up and that staff has noticed a lot more traffic than they have seen in the last couple of years. Staff has been participating in the ODOT outreach listening sessions. Staff continues to work on the new utility building roof and awaiting new modular building for staff at The Maples. Peck said that TIC is working with multiple agencies on initiatives. The State Marine Board wants to build a life jacket drop-off-only station at the Santiam Rest Area so they can try to get back as many assets as they can. Multiple staff members attended the 2024 Tribal-State Government to Government Summit in Southern Oregon. She said there was a lot of good discussion about Tribal Sovereignty and government-to-government collaboration.

As mentioned before, work continues on The Maples clean-up with the completion of the utility building roof and a new modular building for staff. Three of the remaining trees on the property are waiting for an evaluation from an ODOT arborist to make sure they are still healthy and not a potential hazard. Once they are evaluated staff will continue planting new trees in the area.

The Memaloose paving project is finally completed with most of the payments being made except for a couple of punch list items. The Memaloose building project is in its final review with DOJ. Peck said she did get final design updates from the engineer last week with some comments from DOJ, so DOJ will review those and make sure all the updates meet their comments so TIC can get the bid out as soon as possible. Peck anticipates bidding in September or October.

The Sunset Paving project was given the notice to proceed today. Peck said all the contract documents have been received and the work will begin in late August or early September. The rest area will be closed for the entirety of the project.

Peck said the Charles Reynolds rest area renovation and pavement rehabilitation project's consultants are behind. Also, at the 90% plan review, it was discovered there may need to be a significant electrical upgrade and panel upgrade done. Staff has sought out a second opinion with a contractor that is very familiar with the site.

Peck reported on both projects happening at the Government Camp Rest Area. Project one, which includes parking lot rehabilitation, paving, and striping is planned to start in mid-August and is being managed by USDOT. Project 2, the potential relocation of the rest area, has had the stakeholders finalize their selection of a planning consultant. The contract is being finalized for preliminary work to start meetings in September.

Peck said that the Peter Skene Ogden Rest Area Improvement Project is mostly managed by Oregon State Parks and Recreation (OSPR). TIC is providing on-site coordination and management since the rest areas will be open during construction with portable restroom units. The bids are due in two weeks and work begins this fall. As soon as the bid is awarded, Peck said she can let the Council know a more detailed timeline.

Peck then reviewed the ODOT Listening tour dates and who is scheduled to attend them, until the end of September.

**Other Business:**

Preston asked Peck if any rest areas have been affected by the forest fires around the state. Peck said some had been affected by the fires, but none are closed. Swanson said that Weatherby was currently the only rest area that was in danger, but the worst is over for that location. Peck informed the committee that she was informed this morning of an unforeseen project that may require Council approval at our Memaloose location. Two of the well pumps at Memaloose, one 20 horsepower pump on one side and a 5 horsepower, and electrical on the other. The wells that feed the rest area also provide water to the state park next door. She will provide more information as it is available.

**Discussion of a Possible New Meeting Time:** Carbone said that given her discussion with different Council members, the committee has agreed to meet on September 5, 2024, at 1:00 p.m. and continue the bimonthly meeting calendar.

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

**Next Meeting:** September 5, 2024