



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

MINUTES
Oregon Travel Information Council Special Meeting
Friday, August 11, 2017
By Email

Council Members Present by email:

Bob Russell, Chair	Ed Washington, Vice Chair
Kathy Watson, Secretary	Gwenn Baldwin
Mike Marsh	Bob Garcia
Kenji Sugahara	David Lohman

Council Member Absent by email: Ryan Snyder

OTE Staff:

Nancy DeSouza, Executive Director; Tim Pickett, Operations Director; Tanner Cheyne, Accounting Technician

Convening: A special email meeting of the Travel Information Council was called to order by DeSouza at 11:30 a.m. in the OTE offices in Salem.

Introductions: There were no members present. DeSouza counted eight email responses to verify a quorum was met.

New Business:

Action/Voting Items: Santiam Rest Area Paving Contract; Cabin Creek Electrical Work

Formal Reading of the Questions:

DeSouza read the first question: *“Does the Travel Information Council approve the expenditure of \$197,930.22 for the contract with CPM Development Corporation (DBA Salem Road & Driveway) to complete the paving project at the Santiam Rest Area?”*

Reading of the TIC member votes into the record:

8 Ayes; 0 Nays; 1 Absence (Snyder)

DeSouza read the second question: *Does the Travel Information Council approve the expenditure of \$12,500 for unanticipated but necessary electrical work at the Cabin Creek Rest Area related to the replacement of light poles, bringing the total project cost to \$31,200?"*

Reading of the TIC member votes into the record:

8 Ayes; 0 Nays; 1 Absence (Snyder)

Both questions were unanimously approved.

Adjourn: 11:33 a.m. – Meeting adjourned.

- Next Scheduled Meeting September 25, 2017, Oxford Suites, Pendleton