

AGENDA

South Coast Business Employment Corporation
93781 Newport Lane, Coos Bay, OR 97420
April 12, 2021 8:00 a.m.

This meeting will be accessible to the public via zoom. <https://zoom.us/j/667827645>
Or Dial: +1 346 248 7799 or +1 929 205 6099; Webinar ID: 667 827 645

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. CHANGES TO AGENDA**
- 4. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)**
- 5. APPROVAL OF BOARD OF DIRECTORS MEETING MINUTES**

Proposed Motion: Approve the minutes as presented.

Document: Minutes from [March 8, 2021](#) [March 15, 2021](#)

- 6. FINANCIAL REPORTS**

Background: The financial report provides information about how the budget was implemented for CCATD for FY2020. The Balance Sheet CCATD provides a comprehensive picture of the assets and requirements.

Proposed Motion: Accept the financial reports as presented.

Documents: [Financial Reports February 28](#); [Balance Sheet February 28](#)

- 7. PRESENTATION OF THE AUDIT**

Richard Maxwell CPA LLC

Proposed Motion: Accept the audit report as presented.

Document: Financial Statements, transmitted under separate cover

- 8. OLD BUSINESS**

- a. Eligibility & Revised Applications for Dial-A-Ride**

Background: The CCATD Advisory Committee met on April 5th and reviewed the Riders Guide, eligibility process including applications and Eligibility & Service Standards. The CCATD Advisory Committee recommends the Board of Directors adopt the process and standards recommended in the Rider's Guide and Appendix E along with the companion applications. Supporting [PPT Slides](#) and [current paratransit application](#).

Documents: [Eligibility Process in Rider's Guide](#); [Eligibility & Service Standards](#)

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Proposed DAR Applications: [Adult Application](#), [Elder Application](#), [Student Application](#), [College Student Application](#)

Motion: Adopt the eligibility process, service standards and companion applications as attached.

Motion: Direct Councilor Stebbins to draft a fares ordinance for first reading on May 10, 2021.

9. NEW BUSINESS

a. Resolution 2021-2: Appoint CCATD Budget Committee Members

Background: To give the public ample opportunity to participate in the budgeting process, Local Budget Law requires that a budget committee be formed that includes voters from the district. The budget committee considers the budget proposed by the budget officer and comments made by the public and may make additions or deletions. When the budget committee is satisfied, it approves the budget.

Proposed Motion: Move to approve Resolution 2021-21 appointing citizen members to the Budget Committee.

Documents: [Resolution 2021-2](#)

b. Public Transportation Agency Safety Plan

Background: The District last revised the Public Transportation Agency Safety Plan (PTASP) on March 9, 2020. The proposed revision to the PTASP provides for Baseline Safety Performance Targets.

Proposed Motion: To approve the revisions to the PTASP as outlined.

Document: [PTASP](#)

c. Updated Maintenance Plan

Background: The vehicle Equipment, Facility and Bus Shelter Maintenance Plan was last revised by the District on January 20, 2020. It is necessary to revise the document to enhance Appendix A: Pre and Post Trip items; and add Appendix B Scheduled Maintenance; Appendix C: Certificate of insurance; and Appendix D: Transit Vehicle Inventory & Fleet Roster.

Proposed Motion: To approve the revisions to the Maintenance Plan as outlined.

Document: [Maintenance Plan](#)

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d. TGM ODOT IGA Amendment

Background: CCATD has requested a match waiver for distressed areas to reduce our required match amount on the TGM grant. This IGA Amendment reduces the local agency match from \$26,727 to \$10,678.52 on the Transit Master Planning project.

Proposed Motion: To authorize the execution of the IGA Amendment.

Document: IGA, transmitted under separate cover.

10. GENERAL MANAGER REPORT

Document: [DR Metrics](#); [Fixed Rt Metrics](#); [NTD](#); [Passenger Trips](#); [Charts](#),
[Accidents-Complaints-Deviations](#)

11. CITIZEN COMMENTS ON NON AGENDA ITEMS (Limited to three minutes/person)

12. NEXT MEETING

April 19, 2021 Budget Committee, 8AM

May 10, 2021 Board Meeting, 8AM

13. ADJOURN