

Coos County Area Transportation District (CCATD)
& CCATD Advisory Committee

AGENDA

South Coast Business Employment Corporation 93781
Newport Lane, Coos Bay, OR 97420
October 12, 2020 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
Passcode 1982

- 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 MEETING MINUTES**

Proposed Motion by the Board: Approve the minutes as presented.

Document: [Minutes from September 14, 2020](#)

- 6. APPROVAL OF ADVISORY COMMITTEE MEETING MINUTES**

Proposed Motion by the Advisory Committee: Approve the minutes as presented

Document: [Minutes from May 18, 2020](#)

- 7. 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: Approve the financial reports as presented.

Documents: Financial Reports [July 30, 2020](#) & [August 30, 2020](#); Balance Sheet [July 30, 2020](#) & [August 30, 2020](#)

- 8. OLD BUSINESS**

- a. Monthly review of the public health risk and necessity to continue fare waiver**

Background: CCATD waived fare collection 3/27/2020; furthermore, CCATD received the CARES 5311 Grant Agreement 34194 which has a balance as of August 31, 2020 of \$149,913 which has been earmarked for the e-fare system for the safety of the CCATD Operators.

CCATD has been awarded but not yet received an agreement from ODOT that will cover \$21,620 in Hazard pay; \$34,560 Contracted Sanitation Service; \$21,089 Temporary Staffing for Sanitation; \$22,620 Administration related to COVID.

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As CCATD has paid off the County for the cost related to the election there is no mechanism to recoup fares.

At the September 14th Meeting of the Board of Directors it was approved to continue waiving fare collection to mitigate community spread of COVID-19 through October 30, 2020.

Recommend reinstating fares November 1, 2020.

Proposed Motion by the Board: None

b. Monthly review of the public health risk and necessity to continue hazard pay

Background: CCATD waived fare collection 3/27/2020; furthermore, CCATD received the CARES 5311 Grant Agreement 34194 which has a balance as of August 31, 2020 of \$149,913 which has been earmarked for the e-fare system for the safety of the CCATD Operators.

CCATD has been awarded but not yet received an agreement from ODOT that will cover \$21,620 in Hazard pay; \$34,560 Contracted Sanitation Service; \$21,089 Temporary Staffing for Sanitation; \$22,620 Administration related to COVID.

A typical accrued month for hazard pay expense is \$4,685 and for bus sanitation is \$4,000.

Proposed Motion by the Board: To continue compensating hourly CCATD staff hazard pay through November 30, 2020.

9. NEW BUSINESS

a. STIF Discretionary/Statewide Transit Network Projects

Background: Per Article IV Section (c) of the CCATD Advisory Committee Bylaws, the CCATD Advisory Committee is to prioritize STIF Discretionary and STIF Intercommunity Discretionary (STN) projects to recommend funding to the CCATD Board of Directors acting as the Qualified Entity.

Proposed Motion by CCATD Advisory Committee: To recommend to the CCATD Board of Directors to approve the submission of the following projects prioritized as follows: Roseburg Statewide Transit Network Project (priority #__), the Florence Statewide Transit Network Project (priority #__) & the Transit Bus for Deviated Fixed Route STIF Discretionary Project.

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Proposed Motion by CCATD Board of Directors: To approve the submission of the following projects as prioritized by the CCATD Advisory Committee: Roseburg Statewide Transit Network Project (priority #__), the Florence Statewide Transit Network Project (priority #__) & the Transit Bus for Deviated Fixed Route STIF Discretionary Project.

Documents: [Working Drafts / Grant Executive Summaries](#)

b. Identify Priorities for STIF Formula Projects and STF/5310 Projects

Background:

Per Article IV Section (b) of the CCATD Advisory Committee Bylaws, the CCATD Advisory Committee is to advise CCATD Board of Directors regarding the opportunities to coordinate STF Funds and STF-funded projects with other transportation programs and services to avoid duplication and gaps in service. Additionally, the CCATD Advisory Committee is to participate in developing and updating of the STF Plan.

Per Article IV Section (c) of the CCATD Advisory Committee Bylaws, the CCATD Advisory Committee is to review, prioritize projects proposed for inclusion in the STIF Plan and recommend a funding amount for each project to the CCATD Board of Directors acting as the Qualified Entity.

Today we will be reviewing and identifying:

Core Services - Essential, defining service of CCATD. If public transit gave up this service, it would be creating a competitor or dissolving itself.

Supplemental Critical Service – Although not a Core Service it is related to the success or value of the Core Service

Supplemental Non-Critical Service – A Service that would be nice to have but is not related to the success or value of the Core Service

The information will be used in the development of the STIF Plan and the STF/5310 solicitation.

Document: [Trip Information](#)

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c. Seeking Board Approval on Purchases Exceeding \$10K

Background: The General Manager has spending authority up to \$10,000. All other purchases and contractual commitments which exceed \$10,000 shall be approved by the Board.

The first invoice is Workers Comp and is allocated in the budget.

Recommended Motion: To approve payment on the invoice presented.

Documents: [SDIS Workers Comp Invoice](#)

The second is an estimate for a \$12,896.57 repair on bus #300 due to operator misjudgment of vehicle height. Insurance is anticipated to reimburse CCATD \$11,897 which will net the District of \$999.57 out of pocket.

Recommended Motion: To authorize repair of vehicle.

Documents: [Gold Coast Truck Repair](#)

10. GENERAL MANAGER REPORT

Document: [DR Metrics](#); [Fixed Rt Metrics](#); [NTD](#); [Passenger Trips](#)

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

12. NEXT MEETING – Joint Meeting of the Board and Advisory Committee
November 16, 2020 8am

13. ADJOURN