

**AGENDA**

South Coast Business Employment Corporation 93781  
Newport Lane, Coos Bay, OR 97420  
July 13, 2020 8:00 a.m.

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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 MEETING MINUTES**

Proposed Motion: Approve the minutes as presented.

Document: Minutes from [June 8, 2020](#) and [June 29, 2020](#)

- 6. FINANCIAL REPORTS**

Background: The financial report provides information about how the budget was implemented for CCATD for FY2019. The Balance Sheet is combined for CCAT and CCATD providing a comprehensive picture of the assets and requirements.

Proposed Motion: Approve the financial reports as presented.

Documents: CCATD [Financial Report May 30, 2020](#), [Combined Balance Sheet](#)

- 7. 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 to cover lost fare revenue for 6 months. July will be the 4<sup>th</sup> month of the 6 months available for subsidy. A June 30 report on the CARES 5311 Grant will be available for the August 10<sup>th</sup> meeting.

Proposed Motion: To continue waiving fare collection to mitigate community spread of COVID-19 while protecting CCATD operators.

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

Background: CCATD initiated hazard pay for eligible employees effective March 1, 2020; furthermore, CCATD received the CARES 5311 Grant to cover hazard pay for 9 months. July will be the 5<sup>th</sup> month of 9 months for this subsidy. A June 30 report on the CARES 5311 Grant will be available for the August 10<sup>th</sup> meeting.

Proposed Motion: To continue compensating hourly CCATD staff hazard pay.

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**8. NEW BUSINESS**

a. Contract with SCBEC for Project Management

Background: As a stop gap measure during the formation for the District contract language was adopted from the pre-existing county contract for SCBEC to continue project management without much review. It is now time to review a draft contract between the District and SCBEC.

Document: [Draft Contract with SCBEC](#)

b. Accept ODOT Agreement Number 34231 "Super Stop" Transit Hub

Background: Per the Fiscal Policy Manual the Board will approve acceptance of all grants. The total project cost is estimated at \$174,979.00. In accordance with the terms and conditions of this Agreement, the State shall provide Recipient an amount not to exceed \$139,983.00 and the District's share is an expected local match of \$34,996 from STIF Project 6.

The purpose of the project is to design and construct a multi-provider transit hub location, "Super Stop", that will provide shelter from weather, passenger amenities such as benches for the comfort and convenience of riders, and signage for transit route information.

Proposed Motion: To approve acceptance of ODOT Agreement 34231.

Document: [Agreement 34231](#)

**9. GENERAL MANAGER REPORT**

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

**10. GUEST PRESENTATION**

Jennifer Boardman, ODOT, Regional Transit Coordinator

Title: Grant Timeline and Coos Grant Solicitation Training

Documents: [Grant Timeline](#); [PPT Slides](#)

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

**12. NEXT MEETING – August 10, 2020 8am**

**13. ADJOURN**