

AGENDA

South Coast Business Employment Corporation 93781
Newport Lane, Coos Bay, OR 97420
July 14, 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. SWEAR IN ELECTED DIRECTORS**
- 2. CALL TO ORDER**
- 3. ROLL CALL**
- 4. ELECT BOARD CHAIR, VICE CHAIR & SECRETARY**
- 5. CHANGES TO AGENDA**
- 6. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)**
- 7. CONSENT AGENDA**

This section allows the Board of Directors to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may only be discussed if it is pulled from the consent agenda.

Approval of [Minutes June 14, 2021](#)

Accept the [Financial Report May 31](#) and [Balance Sheet May 31](#)

Accept [ODOT Agreement Number 35065](#), STIF Bus

Accept [ODOT Agreement Number 35097](#), STIF Roseburg

Accept [ODOT Agreement Number 35098](#), STIF Florence

Accept [ODOT Agreement Number 35154](#), 5310

Accept notice of [1.17% COLI Stebbins & Coffey](#)

Proposed Motion: Accept the consent agenda as presented.

8. OLD BUSINESS

- a. ODOT Compliance Observation #1 Closed

Document: [ODOT Monitoring Form](#).

- b. Update Radio Communications/Infrastructure

- c. General Manager Candidates & Next Steps

Candidate information has been transmitted to the Directors for review under separate cover. Next steps: Identify how many candidates to participate in the first round of interviews? Establish a committee? Calendar first and second round of interviews.

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d. Update on RFQ Architectural, Engineering & Related Services

April 12, as approved by the BOD, the a Request For Quotes was published to furnish fixed cost construction of bus shelters for CCATD in Coos County and limited work in Lane and Douglas counties. Construction to include:

- o CCATD Super Stop
- o Florence bus shelter
- o Florence bus stops
- o Roseburg bus stops
- o Install semi seats
- o Provide and install semi seats
- o Bus stops with poles

9. NEW BUSINESS

a. Maintenance Plan

Background: The vehicle Equipment, Facility and Bus Shelter Maintenance Plan was last revised by the District on April 12, 2021 It is necessary to revise the document incorporating the recent feedback received from the ODOT compliance review.

Document: [Maintenance Plan](#)

Proposed Motion: To approve the revised Maintenance Plan.

b. Advisory Committee Member Appointment

Background: The Board of Directors appoints individuals to serve on the Advisory Committee to advise on all matters regarding the operations of the Coos County Public Transportation System. The Advisory Committee will advise and assist the CCATD Board of Directors in carrying out the Special Transportation Fund as governed by ORS 391.830 and OAR Chapter 732; and the Statewide Transportation Improvement Fund (STIF) by prioritizing projects to be funded by STIF monies as set forth under OAR Chapter 732, Division 40, Sections 0030 and 0035, Division 42, Section 0020, and Division 44, Section 0025.

Document: Application for appointment on file.

Proposed Motion: To appoint Dick Leshley to the Coos County Area Transportation District Advisory Committee representing individuals age 65 and older.

10. GENERAL MANAGER REPORT

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

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

12. NEXT MEETING – August 9, 2021 8am

13. ADJOURN

Training Opportunity.

Essential training for newly elected board members and newly appointed management staff, but even experienced individuals will benefit from this training. Trainings will run from 8:30am-4pm. Register by clicking [Here!](#)

Dates/Locations:

August 17 | Ontario – Four Rivers Cultural Center
August 18 | Boardman – Port of Morrow
August 31 | Astoria – Holiday Inn Astoria (*Virtual Option Available*)
September 2 | Salem – Chemeketa Eola (*Virtual Option Available*)
September 7 | Klamath Falls – Running Y Ranch Resort
September 9 | Brookings – Salmon Run Golf Course

Time:

8:30am - 4:00pm

Cost:

\$75 for SDAO Members and SDIS Agents
\$125 for Non-SDAO Members
\$25 for Virtual Option (August 31st or September 2nd Only)

Includes lunch and training registration. Each SDAO member district is eligible to receive their first registration at no cost. Please use code **BDREG** at time of registration for this discount. *Due to limited scholarships, we cannot guarantee this discount and are offering it on a first come, first served basis.*

Credit Information

- Board Leadership Academy and Fire District Directors Academy – All Module 1 and Module 2 Credits – *Earn your bronze-level certificate!*
- SDAO Academy – District Management: Board Relations (5 Credits), Ethics (5 Credits), Public Meetings and Public Records (5 Credits)
- SDIS Best Practices – SDAO/SDIS Training (Category 5)