

AGENDA

South Coast Business Employment Corporation 93781
Newport Lane, Coos Bay, OR 97420
April 13, 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

1. CALL TO ORDER
2. ROLL CALL
3. CHANGES TO AGENDA
4. APPROVAL OF BOARD MEETING MINUTES

Proposed Motion: Approve the minutes as presented.

Document: Minutes from [March 9, 2020](#); [March 20, 2020](#)

5. 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.

Document: CCATD [Financial Rept. February 29, 2020](#), [Combined Balance Sheet](#)

6. OLD BUSINESS

- a. Report on the Administration of Oath of Office for Director Johnson
- b. Update on Warranty Deed for Ocean Blvd property
- c. [Revised CCATD Budget Calendar](#)

7. NEW BUSINESS

- a. Budget Committee

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.

Recommended Motion: Move to approve Resolution 2020-49 appointing citizen members to the Budget Committee.

Documents: [Resolution 2020-49: CCATD Budget Committee](#)

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b. Resolution 2020–50: Adding to the Definition of Related Services

Background: Project Management Services is listed in ORS 279C.100(8) as a type of personal service that may be designated as a “related service” in order to contract for those services directly under ORS 279C.115.

Recommended Motion: Move to adopt Resolution 2020-50

Document: [Resolution 2020-50](#)

8. GENERAL MANAGER REPORT

a. Contract Log

- i. ODOT 34092 Closing the Coastal Connection aka Florence
STIF \$306,888, Required Match \$34,100
March 10, 2020-June 30, 2021
- ii. ODOT 34093 Lifeline Route aka Roseburg
STIF \$224,820, Required Match \$24,980
March 10, 2020-June 30, 2021
- iii. ODOT 34094 Administration Preventative Maintenance
5311 \$328,834, Required Match \$37,636
March 10, 2020-June 30, 2021
- iv. ODOT 34095 Special Transportation Fund
STF \$189,769
March 10, 2020 – June 30, 2021

b. CCATD Response to COVID-19

Document: [COVID-19 Report](#)

c. Transit Performance Measures Pre- and Post- Pandemic

Document: [Chart](#)

d. Contagious Virus Response Plan

Background: This plan provides guidance in preparing for and responding to a pandemic based on the World Health Organization’s six distinct alert phases.

Recommended Motion: Move to adopt the Contagious Virus Response Plan.

Document: [CCATD Contagious Virus Response Plan](#)

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e. CARES Act ODOT Funds Disbursement

Background: The recently-enacted “Coronavirus Aid, Relief, and Economic Security Act”, or CARES Act, includes provisions for new transit funding to assist providers during the COVID-19 pandemic. Oregon’s allocation of these funds under the Federal Transit Administration (FTA) Section 5311 Formula Grants for Rural Areas Program is \$42,686,023 of which CCATD is eligible to apply for \$214,766. Eligible project types include operations, lost revenue, capital purchases related to coronavirus prevention/protection, and administrative leave salaries. Other COVID-19-related expenses not specifically called out in the CARES Act may also be eligible.

Recommended Motion: Move to authorize management to apply for CARES Act funding under FTA Section 5311.

f. Rural Veterans Healthcare Transportation (RVHT) Grant program

Background: The goal of the RVHT Program is to overcome transit-based barriers between veterans living in rural areas and the healthcare services they’ve earned. Through awards of operations and purchased services grants to eligible STF Agencies, RVHT’s objective is to inspire innovative local solutions to transit challenges. ODOT Public Transportation Division anticipates making grant awards between \$10,000 and \$50,000. Application due May 18, 2020

Recommended Motion: Move to authorize management to apply for the Rural Veterans healthcare Transportation Grant program.

9. DISTRICT COUNSEL REPORT

- a. Changes in the rules for public meetings and how they affect us
- b. Board vs. Staff vs. Manager authority and decision making
- c. Bases for Emergency rulings and timing
- d. Procurement Basics under Oregon Law

10. PROJECT MANAGER REPORT

- a. [CCATD HR Policies and COVID-19 Programs Working Together](#)

11. NEXT MEETING - May 11, 2020 8am

12. ADJOURN