

Coos County Area Transportation District (CCATD)
Board of Directors

MINUTES

South Coast Business
800 N Bayshore, Coos Bay, Or 97420
March 13, 2023 9:00 a.m.

The Coos County Area Transportation District (CCATD) Board of Directors will hold a meeting at 9 am on March 13th at 800 N Bayshore, Coos Bay, OR 97420.

1. CALL TO ORDER – Meeting called to order at 9:00 by Director Veysey.

2. ROLL CALL/CONFIRMATION OF QUORUM BOARD OF DIRECTORS

BOD Present: Director Veysey, Director Johnson, Director Claassen, Director Dovenspike, Director Dewater

BOD Absent: Director Taylor, Director Mason-Long

Staff and Others Present: AC Garrett Sherrill, AC Dick Leshley, Jane Stebbins, Jennifer Boardman, Manager Melissa Metz, Staff Selena Kelley Irvin, Staff Rebecca Jennings

3. CITIZEN COMMENTS ON AGENDA ITEMS - NONE

4. CONSENT AGENDA

Approve the [Minutes February 13, 2023](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for January 2023

Accept the [Ridership Report](#) for January 2022

Ratify the [5339\(b\) Application](#)

BOD Motion: Director Claassen moved to accept the consent agenda as presented. Director Johnson seconded and the motion passed unanimously.

5. OLD BUSINESS

a. May 16 Special District Election

Reminder that interested individuals must file with the Coos County Election office from February 6, 2023 through March 16, 2023.

6. NEW BUSINESS

a. SuperStop - Partney Construction Contract

Background: In July 2020, CCATD was awarded \$139,983 grant with a commitment of the district to match \$34,996 with a vision to establish a Super Stop to accommodate three buses and include the purchase and installation of a shelter near the North Bend VA Clinic. The grant agreement has been extended and now sunsets December 31, 2023. The sole source justification form in the document below summarizes the resources to be distributed to meet the project

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objectives. It is anticipated that ground will break on March 20, 2023 and the project may run as long as August 2023.

Documents: [Construction Contract](#), [Sole Source Justification Form](#), [Crow/Clay & Associates Plan Number #22012](#)

BOD Motion: Director Johnson moved to execute the Construction Contract and authorize the initiation of the \$20,000 deposit. Director Claassen seconded and the motion passed unanimously.

b. Resolution 2023-02 Appointments to the 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.

Document: [Resolution 2023-02 Budget Members](#)

BOD Motion: Director Claassen moved to approve Resolution 2022-2 appointing citizen members to the Budget Committee. Director Dewater seconded, and the motion passed unanimously.

c. Cranberry Festival September 9 – Rebecca

BOD Motion: Director Claassen moved to approve CCATD to conduct public outreach at the Cranberry Festival in Bandon and run a free shuttle service. Director Johnson seconded, and the motion passed unanimously.

7. GENERAL MANAGER REPORT

- Public Transit Focus Groups, March 15th 12:30 and 3:30

8. CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE

9. NEXT MEETING – Budget Committee March 27, 2023 at 9am

10. ADJOURN - Meeting adjourned at 9:17AM by Director Veysey.