

Coos County Area Transportation District (CCATD)
Board of Directors Meeting

MINUTES

Coos County Area Transit
800 N Bayshore, Coos Bay, OR 97420
March 9, 2026, 9:00 a.m.

1. **CALL TO ORDER** – Meeting called to order at 9:02AM by Director Harper Thompson.
2. **ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**
 - a. **BOD Present:** Director Veysey, Director Dovenspike, Director Nelson, Director Thompson, Director Claassen, Director Taylor
 - b. **BOD Absent:** Director Johnson
 - c. **AC Present:** Richard Rogers, Lauren Morris, Karen Dubisar, Cynthia Ramirez
 - d. **AC Absent:** Michael Babcock, Michelle McIntyre
 - e. **Staff and Others Present:** BC Tim Slater, BC Rae Lea Cousins, BC Simon Alonzo, Jennifer Boardman, Melissa Metz and Jane Stebbins.

3. **CHANGES TO AGENDA - None**

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

Public comment in a meeting is a "one-way" communication where the public shares input on the record without expecting a dialogue or direct response.

-None

5. **CONSENT AGENDA**

Approval of BOD Minutes [February 9, 2026](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for January 2026

Accept Ridership Report [January 2026](#)

Approval of [Inclement Weather Policy](#)

BOD Motion: Director Veysey moved to accept the Consent Agenda as presented. Director Nelson seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

6. **OLD BUSINESS**

a. **Resource Diversification Follow Up**

As public transit faces an impending funding scarcity and potential cliff, the need for resource diversification has become increasingly urgent, a topic we discussed during our last meeting. I recently spoke with Julie Brown, who has kindly agreed to provide an update on the funding horizon at both the state and national levels,

pg. 1

This agenda does not limit the ability of the Directors to consider additional subjects. The CCATD Board reserves the right to place a time limit on public testimony on any matter. The meeting place is accessible to those with disabilities. If a special accommodation is needed, please contact the office at least 24 hours prior to the meeting (541.267.7111).

MINUTES

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which could offer valuable insights into our current financial landscape. Additionally, she recommended that we initiate a Request for Proposals (RFP) for a comprehensive strategic business plan, a crucial step that could help us identify new funding opportunities and innovative approaches to sustain and enhance our public transit services in the face of these challenges.

Julie Brown is a prominent Oregon public transit leader serving as the General Manager of the Rogue Valley Transportation District (RVTD) in Medford since 2007, where she has over 22 years of experience. She is the President of the Community Transportation Association of America (CTAA) Board of Directors and a member of the Oregon Transportation Commission.

BOD Motion: Director Veysey moved to release a request for proposal for Strategic Planning. Director Nelson seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously

7. NEW BUSINESS

a. Rider Survey

Conducting an on-board rider survey is a pivotal step in enhancing our strategic business plan and bolstering legislative education for public transit. This initiative serves not only to gather valuable data on rider demographics and preferences but also to foster a deeper understanding of the needs and expectations of the transit community. By engaging directly with passengers during their journey, we create an opportunity to capture real-time insights that can inform decision-making processes, ultimately leading to improved services and operational efficiency.

[Survey Instrument](#)

Next Steps

1. Need a volunteer from the Advisory Committee or Board to Coordinate scheduling of individuals to conduct survey – Director Taylor volunteered to coordinate the survey.
2. Need volunteers to ride the bus and collect surveys – Directors Claassen and Nelson Volunteered
3. Need a volunteer to enter the data into a spreadsheet – Director Thompson volunteered.

MINUTES

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March 9, 2026, 9:00 a.m.

8. GENERAL MANAGER REPORT

a. House Bill 4008

Background

HB 4088 would bring together twenty-two diverse stakeholders--including transit providers, business organizations and employers, workers, elected leaders, local governments and transit users—to build consensus on a revenue mechanism for funding transit across the State. The task force would facilitate that conversation in public meetings with a required report summarizing the findings and recommendations by December 1, 2026.

February 18, 2026: Referred to the Joint Committee on Ways and Means following a "Do Pass with Amendments" recommendation from the House Committee on Transportation.

Jennifer Boardman provided updates on the budget, noting that the STF/STIF funding for older adults and individuals with disabilities remained unchanged. She mentioned that Coos County received an increased allocation of \$656,889 for the 5311 program.

b. Discretionary Grants Update

The Oregon Department of Transportation (ODOT) Public Transportation Division (PTD) is now accepting applications for the Competitive Transit Grant call for projects. The Competitive Transit Grant includes FTA 5339 Buses and Bus Facilities Grant funds, STIF Discretionary funds, and the STIF Intercommunity Discretionary funds.

Phase 1 of the Competitive Transit Grant call for projects will open on February 19, 2026 and will include applications for vehicle replacement, vehicle right-sizing, and vehicle expansion. Phase 1 will award FTA Section 5339(a) Buses and Bus Facilities rural and small urban apportionment funding. Only projects that serve rural areas or small urban areas will be eligible for funding. Initial applications for this phase are due April 3, 2026. Final applications are due May 29, 2026.

Application Phase 1: Vehicle replacement, vehicle right-sizing, and vehicle expansion projects:

Initial Application Due: **5:00 PM on April 3, 2026**

Final Application: 5:00 PM on May 29, 2026

Application Phase 2: All other eligible projects:

pg. 3

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Initial Application Due: **5:00pm April 2026**, pending 2026 Legislative Session
Final Application Due: 5:00pm June 2026, pending 2026 Legislative Session

c. Update RFP for Construction Manager / General Contractor

Three firms were contacted for interviews and one withdrew. S&B and Partney were interviewed on March 4 with Crow & Clay, GM Metz, Director Dovenspike and Director Claassen.

d. Update Transit Hub Project

The LaClair/Newmark property has been extended a second time for a delayed close on March 15 due to a hiccup on the capping of stormwater pipes.

e. Required Training: Public Meetings Law (2.5hrs)

Under ORS 192.700, every member of a governing body with total expenditures for a fiscal year of \$1 million or more shall attend or view training on Public Meeting Law at least once during the member's term of office. Webinars calendar is available [here](#).

Missing Certificates of Completion from Mike Claassen and Phil Taylor

8. CITIZEN COMMENTS ON NON AGENDA ITEMS (LIMITED TO THREE MINUTES/PERSON)

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9. NEXT MEETING – CCATD Board of Directors April 13, 2026 9AM

10.ADJOURN – Meeting Adjourned at 9:25AM by Director Harper Thompson.