

AGENDA

Coos County Area Transportation District
800 N Bayshore, Coos Bay, OR 97420
January 8, 2024, 9:00 a.m.

The Coos County Area Transportation District (CCATD) Board of Directors will hold a joint meeting with the CCATD Advisory Committee at 9 am on January 8, 2024 at South Coast Business, 800 N Bayshore, Coos Bay, OR 97420.

The meeting will be accessible via zoom <https://zoom.us/j/667827645> Or Dial: +1 346 248 7799; Webinar ID: 667 827 645

- 1. CALL TO ORDER**
- 2. ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**
- 3. CHANGES TO AGENDA**
- 4. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)**
- 5. CONSENT AGENDA – ACTION ITEM BOD**

Approval of Minutes [December 11, 2023](#)

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

Accept the [Ridership Report](#) for November 2023

BOD Motion: To accept the Consent Agenda as presented

- 6. SPECIAL GUEST – Spencer Gordon, Nasburg Huggins Insurance**
Review of the 2024 Special Districts Association of Oregon Insurance Renewal
Document: [Renewal](#)
BOD Motion: Move to approve the payment for the 2024 insurance package renewal through Special Districts Association of Oregon.

- 7. OLD BUSINESS**
 - a. IGA with City of North Bend – Stebbins**
 - b. Update CCATD Board of Directors Bylaws Review Committee –Stebbins**
 - c. CCATD Position 1 Vacancy/Appointment**

Section 3(b) of the CCATD Bylaws, “In the event of a vacancy on the Board, the vacancy shall be published as soon as possible for the term of one week in a newspaper of general circulation in Coos County, Oregon. The Board will then review applications from all citizens meeting the minimum qualifications, required by law or other authority, decide whether interviews are appropriate, select and appoint one of the applicants to fill the unexpired term created by

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the departing member. If none of the applicants prove satisfactory to the Board, it may republish the vacancy or fill the position by appointment from the citizenry at large”

Documents: [Nelson App](#) [Thompson App](#)

The process is restated below as a series of steps:

1. The vacancy shall be published as soon as possible for the term of one week in a newspaper of general circulation in Coos County, Oregon

- The vacancy was published in a paper and posted on the CCAT website.

2. The Board will then review applications from all citizens meeting the minimum qualifications, required by law or other authority

- Each of the two applicants stated on their applications that they meet the qualifications: i) Coos County resident; and ii) Registered voter.

3. Review the two (2) applications

4. Decide whether interviews are appropriate

- Option 1: If the Board decides interviews are not appropriate
 - i) Select and appoint one of the applicants to fill the unexpired term created by the departing member; OR
 - ii) Republish the vacancy; OR
 - iii) Fill the position by appointment from the citizenry at large.
- Option 2: If the Board decides interviews are appropriate
Make arrangements for interviews at the next meeting
 - i) Select and appoint one of the applicants to fill the unexpired term created by the departing member; OR
 - ii) Republish the vacancy; OR
 - iii) Fill the position by appointment from the citizenry at large

d. Budget Committee Member Appointment

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

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and may make additions or deletions. When the budget committee is satisfied, it approves the budget.

Document: [Nelson App Budget](#)

BOD Motion: Move to appoint Schira Nelson to position 1 of the CCATD Budget Committee with the term expiring December 31, 2026. *[Note the motion is moot if Nelson is appointed to the BOD.]*

e. Budget Committee Member Recruitment

The Budget Committee consists of the seven Board members and seven appointed volunteers who serve three-year terms. Members of the committee must be registered voters and live within Coos County. The Budget Committee typically meets once or twice in Mar/April. The continuing budget committee volunteer is Abdoulaye Dione. I am requesting assistance from the Board of Directors to promote this opportunity to serve on the Budget Committee. The deadline to complete the application is February 29, 2024.

More information on the Budget Committee is available here:

<https://coostransit.org/budget-committee/>

We currently have **6 vacancies**:

Positions 1 & 2: Vacant, Expires December 2026

Position 3: Abdoulaye Dione, December 2024

Position 4: Vacant, Expires December 2024

Positions 5, 6, & 7: Vacant, Expires December 2025

Documentation: [Budget Committee Application](#)

f. CCATD Advisory Committee Recruitment – Metz

The Advisory Committee has a minimum of five (5) members to a maximum of seven (7) members to represent Coos County. Each member is appointed for a period of two (2) years. The Advisory Committee consists of users of transportation services, providers of transportation services, and representatives of low-income, elderly or disabled persons. The Advisory Committee meets at minimum twice a year. Members are encouraged to attend the CCATD Board of Directors meetings. The Committee advises the CCATD Board of Directors on grants and public transportation priorities. We currently have **one vacancy** opening February 14, 2024 and **one vacancy** opening April 11, 2024:

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I am requesting assistance from the Board of Directors to promote these opportunities to serve on the CCATD Advisory Committee. Applications will be processed on a rolling basis until filled.

More information about the Advisory Committee can be found here:

<https://coostransit.org/advisory-committee/>

Documentation: [Advisory Committee Application](#)

8. NEW BUSINESS

a. Electric Micromobility and Public Transit Integration – Metz

Background: CCATD several years back prohibited e-bikes on buses because of lithium-ion batteries. Since then there have been instances where individuals have been stranded in our service area because they could not load an e-bike onto our bus. Lithium-ion batteries are commonplace in laptops, phones, cameras and vehicles and our society has come to depend on lithium cells for an increasingly mobile lifestyle. Innovations in batteries have soared in recent years — with researchers replacing flammable liquid electrolytes in standard lithium-ion batteries with more stable, solid electrolyte materials like nonflammable gels, inorganic glass and solid polymers to create solid-state batteries.

Staff request the CCATD Advisory Committee and the Board of Directors to consider the benefit of supporting multi-modal journeys, first and last mile transportation, as well as, providing seamless integration and lift the prohibition of e-bikes.

Document: Background on [Micromobility in Oregon](#)

AC: Move to recommend to the CCATD BOD to lift [maintain] the prohibition of e-bikes on CCATD buses.

BOD: Move to have staff establish operational guidelines for integrating e-bikes and other electric micromobility devices as a complement to CCAT services consistent with CCAT's mission of seamlessly connecting people, jobs and communities, while ensuring convenience, reliability and safety.

9. GENERAL MANAGER REPORT - Metz

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

11. NEXT MEETING – Joint Meeting CCATD BOD & AC – Feb. 12, 2024 9AM

12. ADJOURN