

Coos County Area Transportation District (CCATD)
Board of Directors

AGENDA

Coos County Area Transportation District
800 N Bayshore, Coos Bay, OR 97420
Apr 14, 2025, 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 Apr 14, 2025 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. ROLL CALL/CONFIRMATION OF QUORUM OF ADVISORY COMMITTEE**
- 4. CHANGES TO AGENDA**
- 5. 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.

6. CONSENT AGENDA – ACTION ITEM BOD

Approval of [Minutes Mar 10, 2025](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for February 2025

Accept the [Ridership Report](#) for February 2025

Accept the [Travel Training](#) Report for March 2025

BOD Motion: To accept the Consent Agenda as presented

7. OLD BUSINESS

a. Accounting/Human Resource Services Contract

Next steps: The committee will meet to review the two quotations and may form a recommendation for the Board to consider in May or determine whether more information may be necessary.

b. Ordinance 2-2025 Governing Conduct/Transit Exclusion

Background: To maintain public transportation services that are orderly, safe, secure, comfortable, and convenient, CCAT is proposing to enact the Rules of Conduct. The Rules of Conduct are intended to regulate conduct occurring on CCAT vehicles, within or upon CCAT facilities and properties, and in connection with CCAT's provision of public transportation services. The

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Ordinance was reviewed by the Advisory Committee and the first reading took place at the March 10, 2025 BOD meeting.

Document: [Ordinance Governing Conduct/Transit Exclusion](#)

AC Motion: Move to recommend that Ordinance 2-2025 Governing Conduct on District Property/Transit Exclusion be adopted.

BOD Motion: Move to adopt Ordinance 2-2025 Governing Conduct on District Property/Transit Exclusion

c. Title VI Plan (housekeeping following RLS Monitoring)

Pursuant to FTA Circular 4702.1B, the CCATD is required to submit its Title VI program to its governing entity for approval. The Limited English Proficiency Plan is hereby incorporated as a part of the CCATD 2025 Title VI Program and Non Discrimination Policy, to ensure that individuals who do not speak English well and who have limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter and are not excluded from participating in, denied benefits of or assistance on the basis of race, color, or national origin is included in the Plan.

This document has been reviewed by RLS and the Civil Rights Office at ODOT. The VI Plan is now ready for review and adoption.

Document: [Resolution 2025-02R](#) [Amended Title VI Plan](#)

AC Motion: The CCATD AC moves to recommend that the Board of Directors adopt Resolution 2025-2a approving the amended Title VI Program Plan.

Board Motion: Move to adopt Resolution 2025-2a approving the Amended Title VI Program Plan which includes the Limited English Proficiency Plan and the recommended changes made by RLS for compliance purposes.

8. NEW BUSINESS

a. Resolution 2025-3 Appointment 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

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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).

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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 suggest changes to align the Board's goals within the projected revenues. When the budget committee is satisfied, it approves the budget.

Document: [Resolution 2025-3](#) Application supporting appointment on file.

BOD Motion: To approve Resolution 2025-3 appointing Simon Alonzo to the Budget Committee.

b. Vehicle Procurement

Background: Coos County Area Transportation District (CCAT) was awarded Agreement 35416 5311 Grant in the amount of \$251,808 (grant \$226,628 and match \$25,180) to replace bus 101 and backfill the Gilliam County vehicle that was on loan to CCATD for 6 years. On 2/27/2025, CCAT sent Request for Quotes (RFQ) to all vendors on the State Price Agreement asking for two vehicles with seating for up to 16 passengers and 2 wheelchair stations. A due date of 3/16/2025 was established with an extension 4/4/25. Four responses were received. The funding needed to augment agreement 35358 in the amount of \$91,336 is available through STIF and sale of old rollingstock.

Documents: [Bid Analysis](#), [Best Value Comparison Form](#)

BOD Proposed Motion: To make an award to NW Bus Sales for two category D Buses.

c. Audit Firm Contract Renewal

Document: [Scope of work](#)

BOD Proposed Motion: To renew CLA's contract to perform the annual audit and financial statements for period end date June 30, 2025.

9. GENERAL MANAGER REPORT

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

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11. NEXT MEETING – CCATD Budget Committee, Apr 14, 2025 9:30AM

CCATD Budget Hearing, May 12, 2025 9:00AM followed by
CCATD Joint Board of Directors & Advisory Committee Meeting

12. ADJOURN