

**Coos County Area Transportation District
Board of Directors
Regular Meeting
Minutes June 8, 2020**

1. **CALL TO ORDER/ROLL CALL** – Meeting was called to order at 8:01AM. On behalf of Chair Leshley, Metz called the roll.

Present: Chair Dick Leshley, Secretary LouAnn Dewater, Director Lauren Morris, Director Melissa Dovenspike, Director Tara Johnson and Director Timm Slater.

Absent: Director Veysey

Staff: General Manager David Hope, Staff Melissa Metz, Jane Stebbins, Legal Counsel

Guest: Jennifer Boardman, ODOT

2. **CHANGES/POSTPONEMENTS** – none
3. **CITIZEN COMMENTS ON AGENDA ITEMS** - none
4. **MINUTES** – Director Morris moved to approve the minutes from May 11, 2020 and May 21, 2020 as presented. Motion was seconded by Director Slater. Passed unanimously.
5. **FINANCIAL REPORTS** – Deferred to July

6. **PUBLIC HEARING – FY 2020-2021 Budget**

Background: The CCATD Budget Committee approved the FY2020-2021 Budget on April 27, 2020. Budget Officer Metz reviewed Form LB-1 Financial Summary. Personnel Services \$772,858; Materials & Services \$813,022; Capital Outlay \$398,125; Operating Contingency \$100,000; Total Appropriations \$2,084,005; Total Reserved for Future Year \$ 68,000; Ending Balance 569,613; Total Adopted Budget \$2,721,618.

Chair Leshley called for public testimony on the FY 2020-2021 Budget. There were none present to present testimony and none were received in writing. Director Dovenspike Moved to approve Resolution 2020-51 to adopt and appropriate the FY2020-2021 Budget. Director Johnson Seconded. Passed Unanimously.

7. **OLD BUSINESS**

Update on the Warranty Deed – County Counsel had to redraft the Deed and resign the Warranty Deed for the Ocean Blvd property, but we have not yet received the redrafted document.

Monthly review of the public health risk and necessity to continue the fare waiver
GM Hope recommended for the safety of the staff to continue the fare waiver and hazard pay. Director Johnson moved to continue waiving fare collection to mitigate community spread of COVID-19 while protecting CCAT operators. The motion was seconded by Director Morris. Pass unanimously.

Monthly review of the public health risk and necessity to continue hazard pay

**Coos County Area Transportation District
Board of Directors
Regular Meeting
Minutes June 8, 2020**

Director Slater moved to continue hazard pay for those eligible. The motion was seconded by Director DeWater. Pass unanimously.

Memorandum of Agreement (MOA) with the Coquille Indian Tribe

Director Slater moved to accept the Memorandum of Agreement with the Attachment C Goals attached as presented. Second by Director Dovenspike. Motion failed.

Director Slater moved to accept the Memorandum of Agreement as presented with no Attachment C. Second by Director Dovenspike. Motion passed.

Fares Ordinance – Director Slater moved to adopt Ordinance 20-01 establishing fares for the use of District Services effective July 13, 2020. Director Johnson seconded the motion. Motion passed.

Transit Master Plan – GM Hope gave the update on the Transit Master Plan.

8. NEW BUSINESS

Dissolution of the Coos County Area Transit Service District (CCAT)

District Counsel mentioned that County wanted an assurance that they will have access to records should the need arise. Discussion ensued that the District wants the County to pick up any expenses related to pulling and copying records on their behalf should the need arise. No motion was made.

SOP 3.0 Wearing Face Coverings

The State Governor has issued guidance to transportation providers for limiting the spread of the COVID virus based on direction from the Federal Transit Administration, the Center for Disease Control, and the Oregon Health Authority indicating that public transportation users should wear masks; therefore, the following Standard Operating Procedure has been drafted for the review and approval of the Board of Directors. Director Morris moved to approve Resolution 2020-52 adopting the Standard Operating Procedure 3.0 of wearing face coverings. Motion was seconded by Director Johnson. Passed unanimously.

Priorities for Demand Response

GM Hope reviewed a proposed framework for prioritizing trips: Medical, Employment, Education, Nutrition, Shopping, Recreation, Other, Same Day Medical, Same Day Non-medical. Director DeWater moved to approve trip priorities as recommended by the Advisory Committee on May 18, 2020. Motion was seconded by Director Morris. Passed unanimously.

9. **GENERAL MANAGER REPORT** – GM Hope provided the board a general update including proposed route changes for July and potentially September.

10. CITIZEN COMMENTS ON NON AGENDA ITEMS

Jennifer Boardman, ODOT, gave an update on grants that will be coming available.

**Coos County Area Transportation District
Board of Directors
Regular Meeting
Minutes June 8, 2020**

11. **NEXT MEETING** – July 13, 2020; 8am

12. **ADJOURNMENT 9:51AM**