

Coos County Area Transportation District (CCATD)
Board of Directors

MINUTES

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

1. **CALL TO ORDER** -Meeting called to order at 9:00AM by Director Doug Veysey.
2. **ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**
BOD Present: Director Veysey, Director Baker, Director Claassen, Director Dovenspike, Director Johnson, Director Nelson, Director Mason-Long
BOD Absent: None
3. **ROLL CALL/CONFIRMATION OF QUORUM OF ADVISORY COMMITTEE**
AC Present: Lauren Morris, Steve Zehler, Lindsay Ward, Harper Thompson
AC Absent: Mike Marchant, Garrett Sherrill
4. **Staff and Others Present:** David Rupkalvis, Melissa Metz, Selena Kelley Irvin, Jane Stebbins, Michelle McIntyre
5. **CHANGES TO AGENDA** – Under New Business, we will be discussing the new Zero Emission Fleet Transition Plan
6. **CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person) -**
None
7. **CONSENT AGENDA – ACTION ITEM BOD**
Approval of [Minutes Mar 11, 2024](#)
Accept the [Financial Report](#) and [Balance Sheet](#) for February 2024
Accept the [Ridership Report](#) for February 2024
BOD Motion: Director Baker moved to accept the Consent Agenda as presented. Director Nelson seconded, and the motion passed unanimously.
8. **OLD BUSINESS**
 - a. **CCATD Advisory Committee Appointment**

The Board of Directors appoints individuals to serve on the Advisory Committee to advise on all matters regarding the operations of the Coos County Public Transportation System. The Advisory Committee will advise and assist the CCATD Board of Directors in carrying out the Statewide Transportation Improvement Fund (STIF) by prioritizing projects to be funded by STIF monies as set forth under OAR Chapter 732, Division 40, Sections 0030 and 0035, Division 42, Section 0020, and Division 44, Section 0025.

We currently have **one additional vacant position** remaining after this appointment.

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Document: Application for appointment on file.

BOD Motion: Director Claassen moved to appoint **Michelle McIntyre** to the CCATD Advisory Committee representing non-profit entities that provide public transportation, transit users, transit users dependent on transit for daily activities, low-income individuals, social equity advocates and major destinations for users of public transit. Director Baker seconded, and the motion passed unanimously.

9. NEW BUSINESS

Zero-Emission Fleet Transition Plan –

Many grants will require this Transition plan and in order to take every opportunity to bring in grants, we now have a drafted plan. We will need to review this plan periodically for updates.

The initial plan gives an overview of our agency and services. Then it states that the District plans to replace vehicles as they meet or exceed their useful life, with like-zero-emission vehicles (ZEV), as more cutaway options and funding opportunities are available. The District is funded primarily through federal (5311, 5310, 5339) and state (STIF) grants. In recent years, there have been increased funding opportunities at the state and federal level as well as development of new programs specifically to aid agencies in transitioning to ZEV fleet, facility planning and construction, as well as operations. To achieve its goals, CCATD projects it will require up to \$25 million in additional funding to cover the procurement of vehicles and fueling infrastructure over the transition period. It will be necessary to secure additional acreage for a secure bus yard with room for fleet expansion, maintenance, alternative fueling infrastructure and staff parking. CCATD is working with Pacific Power, Center for Transportation & the Environment, and Renewable Hydrogen Alliance to assist with the fleet transition electrification process and infrastructure needs, design and installation process through Pacific Power's Fleet Make-Ready Program and other programs as they become available. The District has identified several workforce development needs during the transition planning process.

BOD Motion: Director Claassen moved to adopt the Zero-Emission Fleet Transition Plan as presented. Director Johnson seconded, and the motion passed unanimously.

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10. GENERAL MANAGER REPORT

Melissa Metz presented us with a report on the cost per trip for our services. Dial-a-Ride services are higher cost than fixed route services, running at \$29.67 per trip in Bandon and \$32.22 per trip in Bay Area. Fixed Route services are between \$13.46 and \$17.34 per trip. Gold Line is running at \$57.08 per trip due to the route not being utilized very often. We will continue to market that route, but we want to watch the activity. Coquille and Myrtle Point fixed route is running at \$397.40 per trip. We need to reach out to those communities to see how they would feel about a change to demand response, like Bandon. Florence is \$47.84 per trip, Powers is \$41.96 per trip, Roseburg is \$186.68 per trip, and Timber is \$57.31 per trip. We need to watch Roseburg because there is low participation currently.

11. CITIZEN COMMENTS ON NON-AGENDA ITEMS (Limited to three minutes/person) -
None

12. NEXT MEETING – CCATD Budget Committee, Apr 8, 2024 9:30AM

CCATD Budget Hearing, May 13, 2024 9:00AM followed by
CCATD Joint Board of Directors & Advisory Committee Meeting

13. ADJOURN - Meeting adjourned at 9:32AM by Director Veysey.