

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

MINUTES

Coos County Area Transit
2810 Ocean Blvd, Coos Bay, OR 97420
June 15, 2026, 9:00 a.m.

1. **CALL TO ORDER** - Meeting called to order at 9:00AM by Director Harper Thompson.
2. **ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**
BOD Present: Director Veysey, Director Dovenspike, Director Nelson, Director Thompson, Director Claassen, Director Taylor, Director Johnson
BOD Absent: None
3. **ROLL CALL/CONFIRMATION OF QUORUM OF ADVISORY COMMITTEE**
AC Present: Lauren Morris, Karen Dubisar, Richard Rogers
AC Absent: Cynthia Ramirez, Michael Babcock
Staff and Others Present: Dean Martin, Melissa Metz and Jane Stebbins.

4. **CHANGES TO AGENDA - None**

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.

-None

6. **ELECTION OF BOARD CHAIR, VICE CHAIR & SECRETARY**

Per the bylaws the Chair, Vice-Chair and Secretary shall be elected from the members of the Board. The Chair shall not serve for more than four (4) years in a row. The Chair along with the General Manager are signatories on the checking account.

Incumbent / Nominees

Chair: Harper Thompson.

Vice Chair: Doug Veysey

Secretary: Tara Johnson

Floor Nominations: The Chair will invite further nominations before proceeding with a voice vote for each position.

Action Required: Voice Vote

Director Veysey moved to nominate Harper Thompson as Chair. Director Nelson

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seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

Director Nelson moved to nominate Doug Veysey as Vice Chair. Director Taylor seconded. All in favor were Directors Nelson, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and Director Veysey abstained. The motion passed.

Director Nelson moved to nominate Tara Johnson as Secretary. Director Veysey seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

7. OLD BUSINESS

a. Annexation of Curry County into the Transportation District - Stebbins

Background: Curry Public Transit has formally requested that the Coos County Area Transit District (CCATD) consider redistricting to incorporate Curry County, a move that underscores the importance of consolidating transit services for enhanced sustainability and continuity along the southern Oregon coast. This initiative aims to streamline operations and improve service offerings by returning to a shared governance model reminiscent of the 1980s and 1990s, which aligns more closely with current transit patterns. Established as an independent municipal corporation, CCATD was designed to enhance administrative efficiency in navigating complex grant cycles, and this annexation is in line with its Transit Master Plan to foster better coordination with rural services. By integrating the two areas, the proposal promises to create a critical core of transportation services that meets the needs of the region more effectively.

Update: Counsel has prepared a legal advisory on the options of Annexation vs Intergovernmental Agreement (IGA).

Jane Stebbins explains that incorporating Curry County would mean changing our current geographical area to include the area covered by Curry Public Transit. There are two options to achieve this. Annexation is the complete way, and the process in the Special District Statute for expanding. The other option would be to make an Intergovernmental Agreement with Curry County, which would mean creating a contract for services. IGA would be less of a

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process now but would have an end date that requires re-evaluation and renegotiations, creating more work in the long run.

BOD Motion: Director Nelson moved to approve Melissa and Jane moving forward concurrently with IGA and Annexation of Curry County. Director Claassen seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

8. NEW BUSINESS

a) **Signers and Agents on CCATD Accounts** *(only if there is a change in Chair)*

No Change

b) **Loan Application for Oregon Transportation Bank**

Background: On March 11, 2024, the Board of Directors adopted resolution 2024-5 codifying the District's commitment to establish a Transit Center & Mobility Hub to improve accessibility and connectivity for transit users and to fulfill its share of financial resources in match for development and construction. As the majority of grant funds are reimbursement, it is necessary to secure a loan from the Oregon Transportation Bank to act as a cashflow buffer during development and construction and the grant reimbursements will at the completion of the project pay back the loan. A notice regarding the Municipality's consideration of entering into a loan was duly published on April 28, 2026, within the LB-1 budget hearing notice, in compliance with Section 7(3) of the Act. Staff is recommending \$1,950,000 from OTIB. Below is a letter of Commitment

Document: [Commitment Letter](#)

BOD Motion: Director Veysey moved to accept the loan commitment from ODOT Financial Services. Director Taylor seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

Next Steps:

- Receive the loan documents

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- Counsel is required to draft a legal opinion on the loan document
 - Resolution Authorizing the Loan Application

c) Coos-Curry STIF Advisory Committee Bylaws

Background: The STIF Advisory Committees were established under the Keep Oregon Moving legislation to enhance the effectiveness and equity of transportation services across the state. The advisory committee's primary purpose is to evaluate and prioritize local and regional transit services, ensuring that projects align with community needs and meet eligibility criteria.

With the biennium planning cycle for 27-29 beginning next quarter, it is imperative we work on establishing bylaws representing a two-county STIF Advisory Committee to inform our south coast STIF 27-29 Plan. Staff is recommending a first reading of the attached bylaws and discussion from the Advisory Committee followed by discussion from the Board of Directors.

Document: [Advisory Committee Bylaws](#)

Advisory Committee Discussion, facilitated by Lauren Morris, Chair AC

AC Motion: AC Karen Dubisar moved to accept the First reading of the drafted Advisory Committee Bylaws and submit it to the Board of Directors. AC Richard Rogers seconded. All in favor were AC Lauren Morris, AC Karen Dubisar, and AC Richard Rogers. No one was opposed, and no one abstained. The motion passed unanimously.

Board of Directors Discussion, facilitated by the Chair

Next Steps:

July 13, 2026 Adopt the Coos-Curry STIF Bylaws

Jul 14 - Aug 4 Accept applications for Curry seats and expiring Coos seats on the AC

Aug 10 Appoint Coos-Curry committee members

Sept 14 AC Officer Elections

Planning Timeline:

Beginning in September, the joint Coos-Curry committee will embark on a comprehensive review of transportation service needs across the two-county region. This process involves evaluating current services and proposed projects and funding requests while actively considering input from the public

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and stakeholders. Through these efforts, the committee will develop informed recommendations for the Qualified Entity, which will shape the STIF Plan. The culmination of their work will be the submission of the final Coos-Curry STIF plan to the Oregon Department of Transportation (ODOT) in January 2027 for approval, reinforcing a commitment to enhancing transportation accessibility and sustainability in the area.

9. GENERAL MANAGER REPORT

- Review of the Transit Hub Drawing
- Update on FTA 5339 – ODOT has allowed us to submit invoices against this grant moving forward.
- Update on 5311/5310 – It's been requested that we rework this in relation to the GM, HR and Accounting contracts.

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

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11. NEXT MEETING –

Board Training “Effective Transit Boards” June 16 and 17 9am-noon, both days

Hearing on OTIB Loan & Joint CCATD BOD and AC Meeting July 13, 9am

12. ADJOURN – Meeting adjourned at 9:43AM by Director Thompson.