Regular Board of Directors Meeting

Umpqua Public Transportation District

Monday, August 8, 2022, 5:30 p.m.

3076 NE Diamond Lake Blvd, Roseburg, OR 97470

1. **Call to Order**
2. **Roll Call**

Lonnie Rainville	Sarah Thompson	Kat Stone	Tom Trotter
Mike Baker	Janice Baker		

3. **Pledge of Allegiance**
4. **Officer Election**
   - **4.1 Chair**
   - **4.2 Vice Chair**
5. **Consent Agenda**
   - **5.1** June 13, 2022 Regular Meeting Minutes
   - **5.2** June Preventive Maintenance Report
   - **5.3** July Preventive Maintenance Report
6. **Financial Report** – Sheri Bleau
   - **6.1** June Financial Report
   - **6.2** July Financial Report
7. **Public Comment for On Agenda Items Only**
8. **Old Business**
   - **8.1 Board Vacancy**
     - **8.1.1** Review and Discussion of Applications
     - **8.1.2** Selection of Qualified Applicant as UPTD Director
     - **8.1.3** Swearing in by Notary Public
   - **8.2 Yearly Review**
     - **8.2.1** Board Bylaws
     - **8.2.2** Board Protocols
9. **New Business**
   - **9.1 Fiscal Year 2019-2020 Single Audit Findings**
   - **9.2 Downtown Shelters –** Partnership with Thrive Umpqua for Shelter Wrap Contest
   - **9.3 Policy Updates**
     - **9.3.1** UPTD Accident and Incident Response Policy and Procedure
     - **9.3.2** Police Powers
     - **9.3.3** Resolution 22-4: Updating Registered Agent Office Address
10. **General Manager Report –** Cheryl Cheas
11. **ODOT Update –** Jennifer Boardman
12. **Not on Agenda**
13. **Public Comment (Limit to 10 minutes total)**
14. **Agenda Build –** Next Regular Meeting September 12, 2022
15. **Adjournment**

UPTD public meetings available virtually:

https://us02web.zoom.us/j/81573861712?pwd=Qml0NVNtYWZFUXZuQUtPSUdScFp6UT09

Meeting ID: 815 7386 1712 Passcode: 168787 Phone: +16699009128, 8157361712#, *168787#

AUDIENCE PARTICIPATION INFORMATION

UPTD welcomes and encourages citizen participation at all meetings. By state law, Executive Sessions are closed to the public. To allow the Board to deal with business on the Agenda in a timely fashion, we ask that anyone wishing to address the Board follow these simple guidelines:

- Persons addressing the Board must state their name for the record.
- All remarks are directed to the entire District Board. The Board reserves the right to delay any action requested until fully informed on the matter.

TIME LIMITATIONS

Each speaker will be allotted a total of 5 minutes. At the 3-minute mark, the Chair will remind the speaker there are only 2 minutes left. All testimony given shall be new and not previously presented to the Board.

CITIZEN PARTICIPATION – ON AGENDA ITEMS & NON-AGENDA ITEMS

We allow the opportunity for citizens to speak to the Board on agenda items and non-agenda matters on this evening's Agenda of a brief nature. A total of 30 minutes shall be allocated for this portion of the meeting. If a matter presented to the Board is of a complex nature, the Chair or a majority of Board members may schedule the matter for continued discussion at a future Board meeting. Board members reserve the right to respond to audience comments after the audience participation portion of the meeting has been closed.

The Oregon Attorney General's Public Records and Public Meetings Manual states that the Public Meetings Law is a public attendance law, not a participation law. "The right of public attendance guaranteed by Public Meetings Law does not include the right to participate by public testimony or comment [...] Governing bodies voluntarily may allow limited public participation at their meetings" (Attorney General Rosenblum, 2019, p. 155). Additionally, the Oregon Attorney General's Manual states, "The presiding officer has inherent authority to keep order and to impose any reasonable restrictions necessary for the efficient and orderly conduct of a meeting. If public participation is to be a part of the meeting, the presiding officer may regulate the order and length of appearances and limit appearances to presentations of relevant points. Any person who fails to comply with reasonable rules of conduct or who causes a disturbance may be asked or required to leave, and upon failure to do so becomes a trespasser. The law's requirement that 'all persons be permitted to attend any meeting' does not prevent governing bodies from maintaining order at meetings" (Attorney General Rosenblum, 2019, p. 156).

***** AMERICANS WITH DISABILITIES ACT NOTICE *****

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact the District office/UTrans as far in advance of the meeting as possible, and no later than 48 hours prior to the meeting. To request these arrangements, please call 541-671-3691 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).

Reference:

Attorney General Rosenblum, E. F. (2019). *State of Oregon Department of Justice Attorney General's Public Records and Meetings Manual*. Salem, OR: Department of Justice.