# Regular Board of Directors Meeting

**Umpqua Public Transportation District**

Monday, December 15, 5:30 p.m.

516 SE Jackson Street, Roseburg, OR 97470

## AGENDA

1. **Call to Order**

2. **Roll Call**

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|---|---|---|---|
| Doug Mendenhall | Michaela Hammerson | Jeana Beam | Natasha Atkinson |
| Gregg Kennerly | Bill Hagedorn | Phil Morton | |

3. **Pledge of Allegiance**

4. **Executive Session ORS 192.660(2)(f) -** To consider information or records that are exempt by law from public inspection and **ORS 192.660(2)(h) -** To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. **ORS 192.660(2)(e) -** To conduct deliberations with persons you have designated to negotiate real property transactions.

5. **Consent Agenda**
   **5.1** November 17, 2025, Regular Board Meeting Minutes
   **5.2** November 24, 2025, Special Board Meeting Minutes
   **5.3** November 2025 Preventative Maintenance Report

6. **ODOT Update –** Jennifer Boardman

7. **Financial Report –** Sheri Bleau
   **7.1** November 2025 Financial Report

8. **Public Comment for On Agenda Items Only**

9. **Compliance Update**
   **9.1** RLS Findings – Sheri Bleau

10. **Old Business**

11. **New Business**
    **11.1** Resolution 25-9_Bank Signatories – Sheri Bleau

**11.2** Coordinated Transportation Plan Addendum – Sheri Bleau
**11.3** 5339 Capital Grant for $2,295,000.00 – Sheri Bleau
**11.4** Organizational Chart/Job Descriptions – Sheri Bleau

**12. Project Updates**
**12.1** BOD Ridership Numbers – Sheri Bleau

**13. Not on Agenda**

**14. Public Comment Not on Agenda Items (Limit to 2 minutes per speaker)**

**15. Agenda Build –** Next Regular Board Meeting Monday, January 19, 2025

**16. Adjournment**

**UPTD public meetings available virtually:**
**Join Zoom Meeting**
**Meeting ID: 886 6079 5475**
**Passcode: 400004**

## 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 when outlined on the agenda. Public Comment is limited to 2 minutes per speaker. When allowed, a total of 30 minutes will be allocated for Public Comment. 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. The Public Comment section is not a discussion between the Board and the Public. Questions may be submitted for review to the Board in writing in-person or by email. 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).