Regular Board of Directors Meeting

Umpqua Public Transportation District
Monday, December 11th, 2023, 5:30 p.m.
3076 NE Diamond Lake Blvd, Roseburg, OR 97470

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

Lonnie Rainville	Sarah Thompson	Mike Baker	Doug Mendenhall
Michaela Hammerson	Janice Baker	Tom Trotter	

3. **Pledge of Allegiance**
4. **Consent Agenda**
   - **4.1. November 13th, 2023, Regular Meeting Minutes**
   - **4.2. November Preventive Maintenance Report**
5. **Financial Report –** Sheri Bleau
6. **Public Comment for On Agenda Items Only**
7. **Old Business**
   - **7.1. Update on Resolution 23-04 to authorize a line of credit for UPTD.**
8. **New Business**
   - **8.1 Establish a date for the next General Manager review.**
   - **8.2 Establish a cash reserve.**
   - **8.3 Discuss the budget timeline for the January 2024 board meeting.**
   - **8.4 Goals for the agency for 2024.**
9. **Project Updates**
   - **9.1 Project Next Door – Grant # 35335, 5339 Capital**
   - **9.2 Lo-No Project – Grant # 35395**
   - **9.3 STIF Project Update**
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 January 8th, 2024.
15. **Adjournment**

The meeting is available virtually:
Join Zoom Meeting
https://us02web.zoom.us/j/88660795475?pwd=VFVLZkdES21odTNHK1pWZ1pZb1l4UT09
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 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.