# Minutes
## Regular Board Meeting
Monday, May 9, 2022
3076 NE Diamond Lake Blvd, Roseburg, OR 97470

**PRESENT:** Lonnie Rainville, Mike Baker, Kat Stone, Janice Baker, Tom Trotter.
**ABSENT:** Mark Hendershott, Sarah Thompson.

1. **Call to Order**
   Meeting called to order at 5:30 p.m. by Chair Lonnie Rainville.

2. **Roll Call**
   Roll call taken by Executive Assistant Christine Sepulveda.

3. **Pledge of Allegiance**
   Recitation of the Pledge of Allegiance.

4. **FY23 Budget Hearing** – Postponed until June 13, 2022

5. **Consent Agenda**
   **5.1** April 11, 2022 Regular Meeting Minutes
   **5.2** April 25, 2022 Special Meeting Minutes
   **5.3** April Preventive Maintenance Report

   **MOTION:** Mike Baker moved to approve Consent Agenda. Seconded by Kat Stone. No further discussion. Motion carries. Vote: 5 – Yay. 0 – Nay. 0 – Abstain. 2 – Absent.

6. **Financial Report** – Sheri Bleau
   April Financial Report presented to Board of Directors by UPTD Financial Manager Sheri Bleau. UPTD is currently at 74% of the Budget overall, with about 76% for payroll. Income shows the inclusion of FY 2020-2021 Q2-Q4. 5310 only has Q1 & Q2, getting ready to submit Q3 reimbursement request. STF is at 75%. STIF has been received in full for the fiscal year. Medical Transportation still profiting at about $11,000. A couple more advertising contracts still coming in which would total revenue at $28,000 per year.

   **MOTION:** Kat Stone moved to approve April Financial Report. Seconded by Mike Baker. No further discussion. Motion carries. Vote: 5 – Yay. 0 – Nay. 0 – Abstain. 2 – Absent.

7. **Public Comment for On Agenda Items Only**
   No Public Comment.

8. **New Business**
   **8.1 Draft TMP Presentation** – Kittelson & Associates, Inc.
   Krista Purser from Kittelson & Associates, Inc. presented to the UPTD Board of Directors for the Board Work Session #2 for the draft UPTD Transit Master Plan. TMP project started last

May, and worked on identifying transit needs, goals, funding sources, projects, and strategies. The TMP looks to have a multimodal transit system that increases ridership on existing routes and how services can be improved and better coordinated to meet transit service needs. The final draft of the TMP will be presented to UPTD Board in June for Board approval, working toward that goal is meeting with TAC as well as receiving public comments. Discussion followed.

9. **General Manager Report** – Cheryl Cheas
   - Primarily worked on the Lo-No Grant for the electric buses, charging infrastructure, and the preventive maintenance facility. Found out that UPTD would be getting the funding through the 5339, so the Lo-No Grant needed to be re-written.
   - Worked on the COVID funding.
   - Worked with Krista Purser, Kittelson & Associates, for this draft TMP. There will be an Open House on May 19, 2022, at the Jackson Street downtown office location to obtain public comment on the Transit Master Plan.
   - Currently in Kentucky for CTAA conference.

10. **ODOT Update** – Jennifer Boardman
    - Is on committee that gets to help select for the CARES grants. Going to be selecting in the next couple of weeks and then should be able to send the statements of work out, which are in queue in Salem to be attached to agreements by the finance department there. Hopefully will have those sent out by the next Board meeting for approval and execution by July 1, 2022.
    - Region 3 Quarterly meeting scheduled on May 25, 2022 in Brookings.
    - Marsha's last day at ODOT was last week. Susan is coming up to speed quickly.

11. **Not on Agenda**
    - None

12. **Public Comment**
    No Public Comment.

13. **Agenda Build** – Next Regular meeting June 13, 2022
    - Budget Hearing
    - TMP for Board Adoption
    - Fare-free Presentation

14. **Adjournment 6:17 p.m.**