Regular Board of Directors Meeting

Umpqua Public Transportation District

Monday, November 17, 5:30 p.m.

516 SE Jackson Street, Roseburg, OR 97470

AGENDA

1. **Call to Order**

2. **Roll Call**

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

3. **Pledge of Allegiance**

4. **Consent Agenda**
   - **4.1** October 20, 2025, Regular Board Meeting Minutes
   - **4.2** November 10, 2025, Special Board Meeting Minutes
   - **4.3** October 2025 Preventative Maintenance Report

5. **ODOT Update –** Jennifer Boardman

6. **Financial Report –** Sheri Bleau
   - **6.1** October 2025 Financial Report

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

8. **Compliance Update**
   - **8.1** RLS Findings – Sheri Bleau

9. **Old Business**
   - **9.1** Realtor Update – Sheri Bleau

10. **New Business**
    - **10.1** Chargers repayment plan – Jeana Beam
    - **10.2** Policy Procedures/Uniform Policy – Sheri Bleau
    - **10.3** Employee Handbook – Sheri Bleau
    - **10.4** Board Bylaws – Sheri Bleau

11. **Project Updates**
    - **11.1** BOD Ridership Numbers – Sheri Bleau

12. Not on Agenda

13. Public Comment Not on Agenda Items (Limit to 10 minutes total)

14. Executive Session ORS 192.660(2)(a): To consider the employment of a public officer, employee, staff member or individual agent. **ORS 192.660(2)(h):** To consult with your attorney regarding your legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed.

15. Agenda Build – Next Regular Board Meeting Monday, December 15, 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).