**Regular Board of Directors Meeting**

**Umpqua Public Transportation District**

Monday, October 21, 5:30 p.m.

3076 NE Diamond Lake Blvd, Roseburg, OR 97470

 **AGENDA**

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

Doug Mendenhall Michaela Hammerson John Estill Todd Vaughn

VACANT Cathye Dewhirst Curreri Lisa Lanza

1. **Pledge of Allegiance**
2. **Consent Agenda**

**4.1** October 7, 2024, Draft Special Board Meeting Minutes

**4.2** October 14, 2024, Draft Special Board Meeting Minutes

**4.3** September 2024 Preventive Maintenance Report

1. **ODOT Update –** Jennifer Boardman
2. **Financial Report** – Sheri Bleau

**6.1** September Financial Report

**6.2** Financial Audit Results

1. **Public Comment for On Agenda Items Only**
2. **Old Business**

**8.1** Status Update for DAR Contracts

**8.2** IT RFP Update

**8.3** STIF /STAC Committee Applications

[https://www.umpquatransit.com/files/52c66c03f/UPTD+Fillable+STIF+STAC+Application.pdf](https://www.umpquatransit.com/files/52c66c03f/UPTD%2BFillable%2BSTIF%2BSTAC%2BApplication.pdf)

1. **New Business**

**9.1** Organizational Chart

**9.2** Hiring Authority of the General Manager

**9.3** Board Vacancy

**9.4** Review Disciplinary Action Policy

**9.5** Drug & Alcohol Policy – Assign DAPM / DUR

**9.6** Assign GM as Bank Signer

**9.7** Procurement Policy Resolution

1. **Project Updates**

**10.1** STIF Project Updates

**10.2** Action Plan Updates

**10.3** General Manager Report

1. **Not on Agenda**
2. **Agenda Build –** Next Regular Meeting November 18, 2024
3. **Executive Session** – None
4. **Adjournment**

**UPTD public meetings available virtually and can be accessed from our website or by using this link:**

[**https://us02web.zoom.us/j/88660795475?pwd=VFVLZkdES21odTNHK1pWZ1pZb1l4UT09**](https://us02web.zoom.us/j/88660795475?pwd=VFVLZkdES21odTNHK1pWZ1pZb1l4UT09)

**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 2 minutes. 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 bring forth comment to the Board on agenda items and non-agenda matters. If prepared in writing, please submit to the board via email or in-person to the Chair. Board members are not required to respond to public comment and 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).