

MEMORANDUM

TO: Mayor and City Council

FROM: Faye Stewart, Public Works & Development Director

SUBJECT: RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH SOUTH LANE WHEELS REGARDING 5310 AND STF FUNDS

DATE: January 24, 2022

Background

The City is the pass through agent from Lane Transit District to South Lane Wheels for Federal Transit Administration Section 5310: Elderly Individuals and Individuals with Disabilities Program and State of Oregon Special Transportation Funds for the Elderly and People with Disabilities (STF). For the 2021-23 biennium year, there are \$91,438 per year in STF funds available and no FTA 5310 funds. The funds are reimbursed on a quarterly basis. This is the same agreement from previous years with only distribution amounts changing.


Recommendation

That the resolution be adopted.

Cost

Staff Time


Richard Meyers, City Manager


Faye Stewart, Public Works &
Development Director

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A
CONTRACT WITH SOUTH LANE WHEELS RELATED TO THE
ADMINISTRATION OF STF AND 5310 FUNDS

WHEREAS, the City of Cottage Grove has been requested by Lane Transit District to administer the STF and 5310 funds for South Lane Wheels or other public transit provided; and

WHEREAS, the Agreement will take effect immediately.

NOW, THEREFORE, BE IT RESOLVED that the City Manager is authorized to execute the Contract with South Lane Wheels, attached to and forming part of this agreement as Exhibit A, for administration of STF and 5310 funds.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 24th
DAY OF JANUARY 2022.

Jeffrey D. Gowing, Mayor

Dated: _____

ATTEST:

Richard Meyers, City Manager

Dated: _____

**AGREEMENT RELATED TO THE ADMINISTRATION OF
5310 & STF FUNDS FOR SOUTH LANE WHEELS**

This agreement is made and entered into by and between the City of Cottage Grove, hereinafter referred to as "City" and South Lane Wheels Inc. hereinafter referred to as "SLW", and collectively referred to as the "Parties".

RECITALS

1. The City has entered into an agreement for the administration of Federal Transit Administration (FTA) Section 5310: Elderly Individuals and Individuals with Disabilities Program and state Special Transportation Fund for the Elderly and People with Disabilities (STF) funds pursuant to the Oregon Revised Statutes (ORS) 190.110 and 283.110 with Lane Transit District (LTD). That agreement was approved by City Council with the adoption of Resolution No. _____.
2. The agreement between the City and LTD was fully executed and was effective on July 1, 2021.
3. An agreement between the City and SLW is required in order for the 5310 & STF Funds to be disbursed.
4. The City has agreed to administer funds to provide local public transit services within the South Lane County area and contract with a qualified provider capable of performing these services. SLW is a qualified provider capable of performing these services.

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

1. This Agreement shall be effective as of July 1, 2021.
2. City agrees to provide funding to SLW up to \$91,438 per fiscal year of designated resources for the provision of local public transportation within the South Lane County area to serve older adults and people with disabilities with \$89,944 in state Special Transportation Funds for the Elderly and People with Disabilities (STF) and no funding from Federal Transit Administration (FTA) Section 5310: Elderly Individuals and Individuals with Disabilities Program.
3. SLW will submit to the CITY an invoice each quarter during the fiscal year requesting up to one-fourth of the available funds.
4. The agreement term shall be July 1, 2021 through June 30, 2023.

GENERAL PROVISIONS

This contract may be modified or extended by written amendment signed by both parties.

CONTACTS

Each party designates the following person as its representative for the purpose of administering the contract:

South Lane Wheels, Inc.
ATTN: Ruth Linoz-Executive Director
1450 Birch Ave.
Cottage Grove, OR 97424
Phone: (541) 942-0456
Email: rlinoz@southlanewheels.org

City of Cottage Grove – Public Works & Development
Attn: Faye Stewart
400 E. Main Street
Cottage Grove, OR 97424
Phone: (541) 942-3340
Fax: (541) 942-5125
Email: pwdirector@cottagegrove.org

IN WITNESS THEREOF, the parties have agreed to the provisions of the agreement as of the 1st day of July, 2021, signed as of the 24th day of January 2022.

CITY OF COTTAGE GROVE

SOUTH LANE WHEELS, INC

Richard Meyers, City Manager

Ruth Linoz, Executive Director

**AMENDMENT ONE
TO THE INTERGOVERNMENTAL AGREEMENT**

BETWEEN: Lane Transit District, a mass transit district ("LTD")

AND: The City of Cottage Grove ("The City" or "Contractor")

CONTRACT NO.: 2019-72

EFFECTIVE DATE: Upon execution by both Parties

RECITALS

THIS AGREEMENT is made and entered into by and between Lane Transit District, a local municipal corporation of the State of Oregon hereinafter referred to as "LTD," and the City of Cottage Grove, hereinafter referred to as "The City" or "Contractor."

- A. **WHEREAS**, ORS 190.010 provides that units of local government may enter into agreements for the performance of any and all functions and activities that any party to the agreement, its officers or agents have the authority to perform;
- C. **WHEREAS**, the City has agreed to administer funds to provide local public transit services within the South Lane County area and contract with a qualified provider capable of performing these services;
- D. **WHEREAS**, LTD serves as the coordinating agency and applicant for state funding to support the operation of public transportation for older adults and people with disabilities within south Lane County and aims to provide The City with funds allocated for this purpose; and
- E. **WHEREAS**, both Parties agree to extend the agreement for two additional years, through June 30, 2023.
- F. **THEREFORE**, it is agreed by and between the Parties hereto as follows:

AGREEMENTS

1. **Term.** The Agreement term shall be effective from **July 1, 2019, through June 30, 2023.**
2. **Program Budget.** LTD will pay The City a not-to-exceed amount of Ninety-One Thousand Four-Hundred Thirty-Eight and no/100 US Dollars **(\$91,438.00)** per fiscal year to contract for the provision of local public transportation within the south Lane County area to serve older adults and people with disabilities. The funds shall be distributed under the Oregon Department of Transportation (ODOT) Special Transportation Fund (STF) as defined in the Scope of Work of the original IGA. South Lane Wheels shall provide an in-kind match of Five-Thousand Four-Hundred and no/100 US Dollars **(\$5,400.00)**. Invoice and Reimbursement Expense/Payment will be in accordance with the original IGA, as well.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, said Parties have hereunto set their hand and affixed their seals the day and year above first written.

THE CITY OF COTTAGE GROVE

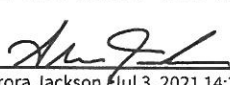
By: 

Richard Meyers
City Manager

Date: 07/02/2021

E-mail: citymanager@cottagegrove.org

LANE TRANSIT DISTRICT


By: 
Aurora Jackson (Jul 3, 2021 14:24 PDT)

Aurora Jackson
General Manager

Date: 07/03/2021

E-mail: aurora.jackson@ltd.org

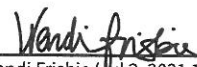
Attest:


By: Cosette Rees (Jul 2, 2021 09:04 PDT)

Cosette Rees
Director of Customer & Accessible
Services

Date: 07/02/2021

E-mail: cosette.rees@ltd.org


By: Wendi Frisbie (Jul 2, 2021 10:51 PDT)

Wendi Frisbie
Procurement Manager

Date: 07/02/2021

E-mail: wendi.frisbie@ltd.org










2019-72 - South Lane Public Transportation Operations - City of Cottage Grove - Amendment 1

Final Audit Report

2021-07-03

Created:	2021-06-30
By:	Kristin Kokkeler (kristin.kokkeler@ltd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA946wtj9PPsnRJjKsVukhX5DEJbuqke-_

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