

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: RESOLUTION APPROVING TRANSFER OF PUBLIC
TRANSPORTATION ASSETS FROM THE CITY OF COTTAGE
GROVE TO LANE TRANSIT DISTRICT

DATE: May 17, 2023

Background

The City has been managing transportation grants from the Oregon Department of Transportation (ODOT) to provide funding for public transportation efforts through South Lane Wheels for several years.

It has become apparent over the last year that the necessary staff time to continue managing these grants has significantly increased, and is likely to become unsustainable going forward. Accordingly, staff began looking for partners with experience and capacity in public transportation grant management and reporting to either assist or to entirely take over those responsibilities.

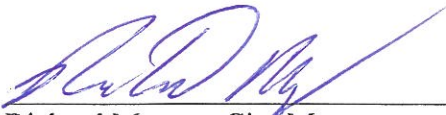

After extensive discussions, Lane Transit District (LTD) has agreed to take over the City's transportation efforts starting on July 1, 2023. As a part of this transfer of responsibility, ODOT requires a letter from the Cottage Grove City Council and from LTD's board of directors authorizing the transfer of existing grant obligations between the two entities. The attached resolution would serve as that letter, and would transfer the right to take possession of two grant-funded buses (ordered, but not yet delivered) from the City to LTD, along with the obligations associated with same.

Recommendation

It is staff's recommendation that Council approve the resolution.

Cost

Staff time required to process the application.


Richard Meyers, City Manager
Jake Boone, Assistant to the City Manager

RESOLUTION NO. _____

A RESOLUTION APPROVING TRANSFER OF PUBLIC TRANSPORTATION ASSETS
FROM THE CITY OF COTTAGE GROVE TO LANE TRANSIT DISTRICT

WHEREAS, the City of Cottage Grove is an incorporated municipality in the state of Oregon; and

WHEREAS, the City of Cottage Grove will cease providing public transportation services on June 30, 2023; and

WHEREAS, the City of Cottage Grove is seeking to transfer all assets and resources that support the operation of public transportation services to an eligible recipient for the continuation of the service; and

WHEREAS, Lane Transit District (LTD) is an eligible entity to receive these assets and to continue operations of public transportation services previously operated by the City of Cottage Grove, and has expressed interest in obtaining those services from the City of Cottage Grove; and

WHEREAS, upon approval from the Oregon Department of Transportation Public Transportation Division (ODOT PTD) and formal acceptance of the services and assets by LTD, the City of Cottage Grove will transfer two buses and all responsibilities associated with said buses to LTD; and

WHEREAS, these assets were purchased with funds from the Federal Transportation Administration (FTA) and ODOT PTD; and

WHEREAS, the FTA retains an interest in the buses, as they are newly-purchased vehicles, and ODOT PTD retains an interest in both buses as a first-lien holder until the vehicles are disposed, regardless of useful life, and that these buses may be transferred with prior approval from ODOT PTD; and

WHEREAS, ODOT PTD will oversee the transfer of these assets to LTD and will require LTD to maintain the assets in accordance and compliance with the FTA and ODOT PTD requirements.

NOW, THEREFORE, BE IT RESOLVED that City of Cottage Grove intends to execute the transfer of these assets to LTD on June 30, 2023, and to fulfill all obligations and execute all necessary documents and restrictions to complete the transfer.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 22ND DAY OF MAY, 2023.

Candace Solesbee, Mayor

Dated: _____

ATTEST:

Richard Meyers, City Manager
Dated _____