



## CITY COUNCIL MEETING STAFF REPORT

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| <b>Meeting Date:</b> November 17, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Subject: Resolution No. 3224</b><br>A Resolution of the City of Wilsonville Authorizing the City Manager to Execute Modification 2 to the Subrecipient Agreement between TriMet and the City of Wilsonville<br><br><b>Staff Member:</b> Kelsey Lewis, Grants & Programs Manager, Diana Kotler, Transit Operations Manager and Amanda Guile-Hinman, City Attorney<br><br><b>Department:</b> Transit/Legal |                                         |
| <b>Action Required</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Advisory Board/Commission Recommendation</b>                                                                                                                                                                                                                                                                                                                                                             |                                         |
| <input checked="" type="checkbox"/> Motion<br><input type="checkbox"/> Public Hearing Date:<br><input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date:<br><input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date:<br><input checked="" type="checkbox"/> Resolution<br><input type="checkbox"/> Information or Direction<br><input type="checkbox"/> Information Only<br><input type="checkbox"/> Council Direction<br><input checked="" type="checkbox"/> Consent Agenda | <input type="checkbox"/> Approval<br><input type="checkbox"/> Denial<br><input type="checkbox"/> None Forwarded<br><input checked="" type="checkbox"/> Not Applicable<br><br><b>Comments:</b> N/A                                                                                                                                                                                                           |                                         |
| <b>Staff Recommendation:</b> Staff recommend Council adopt the Consent Agenda.                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                             |                                         |
| <b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                             |                                         |
| <b>Project / Issue Relates To:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                             |                                         |
| <input type="checkbox"/> Council Goals/Priorities:                                                                                                                                                                                                                                                                                                                                                                                                                                          | <input checked="" type="checkbox"/> Adopted Master Plan(s):<br>Transit Master Plan                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> Not Applicable |

### ISSUE BEFORE COUNCIL:

Agreement for distribution of State funds between TriMet and SMART.

**EXECUTIVE SUMMARY:**

HB 2017 created the Statewide Transportation Improvement Fund (STIF). Each transit agency receives 90% of the STIF funds generated from employees working within its jurisdiction – referred to as STIF Formula Funds.

The STIF Formula Funds are collected by the State, which distributes the STIF Formula Funds to designated Qualified Entities. Despite the City’s efforts to have SMART designated as a Qualified Entity, the State designated TriMet as the Qualified Entity for the Portland metro region and SMART as one of the Subrecipients that will receive its STIF Formula Funds from TriMet.

Because of TriMet’s designation as the Qualified Entity and SMART’s designation as a Public Transit Service Provider (PTSP) and Subrecipient, TriMet and SMART must enter into an agreement for the disbursement of STIF Formula Funds from TriMet to SMART. TriMet, SMART, and the other Subrecipients under TriMet’s jurisdiction as a Qualified Entity, negotiated terms of the agreement with input from ODOT regarding the disbursement of STIF Formula Funds.

The STIF Formula Funds will be used by SMART to fund its projects/programs listed in Transit Master Plan Chapter 6 – Financial Context and Project Costs (updated in 2023), which was incorporated into SMART’s STIF Plan that was approved by the Oregon Transportation Commission. The STIF Plan was created to receive and expend STIF Formula Funds.

This agreement is for the funding in Fiscal Years 2026 and 2027. Negotiations for this agreement were recently finalized and therefore the agreement is coming before City Council after the start of the plan period.

**EXPECTED RESULTS:**

Upon execution of this agreement, TriMet will disburse funding that has accumulated since the beginning of the plan period. SMART will continue to implement its STIF Plan.

**TIMELINE:**

This agreement will be effective from July 1, 2025 to June 30, 2027. SMART is set to receive STIF Formula Funds collected beginning in fiscal year (FY) 2025-26 upon execution of the agreement, and regularly through the terms of the agreement.

**CURRENT YEAR BUDGET IMPACTS:**

| Year Collected | Projected Revenue |
|----------------|-------------------|
| FY 2025-26     | \$2,727,427       |
| FY 2026-27     | \$4,013,542       |
| Total          | \$6,740,969       |

**COMMUNITY INVOLVEMENT PROCESS:**

As part of the 2023 Transit Master Plan, SMART conducted an extensive public involvement process to develop the projects. Businesses and community members identified needs and desires through workshop, community survey, public events, a *Let's Talk Wilsonville!* project page, and several other formats. A complete list of public participation efforts is detailed in the Transit Master Plan Public Involvement Summary Appendix B.

SMART worked with other transit agencies that are also Subrecipients of TriMet to ensure the most equitable terms that meet the requirements and goals of HB 2017. This is an amendment to the agreement executed for the previous biennium.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

These projects and service enhancements respond to numerous public comments from the Transit Master Plan expressing a desire for more service. These enhancements will increase ridership, reduce traffic congestion, and improve the public transit experience for customers.

**ALTERNATIVES:**

The Council could choose not to adopt the agreement with TriMet and not receive STIF formula funds in the amount of \$6,740,969.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

A. Resolution No. 3224

1. Tri-County Metropolitan Transportation District of Oregon Subrecipient Agreement Modification 2