

## Memorandum

**To:** Mayor and Council

**From:** Tom Baker, Town Administrator

**Date:** August 6, 2013

**Re:** Bus Stop Shelter on Town Property at 6<sup>th</sup> and Main

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**Purpose:** The purpose of this item is to seek Council direction on the installation of a bus shelter on Town property at 6<sup>th</sup> and Main Street.

**Discussion:** As you know, John Harcourt and the Cub Scouts are working with RFTA to obtain the old bus shelters (that have been replaced with BRT stations). John and the scouts seek authorization to install one bus shelter at 6<sup>th</sup> and Main and another near the McDonalds on private property.

In the past, staff has cautioned Council to avoid allowing a public use on vacant, town owned property in order to preserve Council options to sell such property without a public vote. It is unclear whether installing a 4'x8' concrete pad and aluminum and Plexiglas bus shelter would qualify as designating the entire 7,500 sf property for a public use, but I suppose one could argue this point.

**Request:** In staff's view, installing a bus shelter adjacent to the Main Street r-o-w does not constitute using the entire property; however, in order to protect Council options on resale of the property we seek direction to subdivide a 4'x10' parcel (approximate) and allow the installation of the bus shelter. (Staff can accomplish this task with a letter and map. No other process is required.)