City Council Agenda Item Request

Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 4/3/2026

2. **Primary contact person and Department requesting agenda item:** Ashley Haire, Transportation Director; Jessica Morriss, Assistant Transportation Director; and Christopher Whitlock, Transit Division Manager

3. **Requested Council meeting date:** 4/28/2026

4. **Subject:** Annual Section 5303 grant application for FY27 Transit personnel funds from North Carolina Department of Transportation.

5. **Action Requested:** Resolution ratifying an application to the North Carolina Department of Transportation - Integrated Mobility Division for Section 5303 Metropolitan Planning Program annual funding to fund a portion of the existing Transit Planning Division personnel budget in FY27.

6. **Note if time sensitive, and why:** Yes. Application was submitted to the North Carolina Department of Transportation on February 16, 2026, to secure the necessary funding.

7. **Potential fiscal impact(s) - if known by staff at time of request:** Local match of $18,984 for the City.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A this is a grant to fund a portion of the Transit Division personnel budget.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    - The City must apply annually to the North Carolina Department of Transportation - Integrated Mobility Division to receive Section 5303 funds (Metropolitan Planning Program).
    - The City uses the Section 5303 funding to fund existing transit planning activities such as grant management, administration, and reporting; short and long-range transit planning; and analyses of transit operations.
    - The funds supplement the Transit Planning Division personnel budget, which includes the Transit Division Manager and additional transit planning staff positions.
    - The Federal Transit Administration grant will provide 80% of the anticipated funding ($189,839), with the North Carolina Department of Transportation and the City of Asheville each providing 10% of the remaining amount at $18,984 and $18,984 respectively.
    - Once staff receives notification of award, a separate future action to accept the funds and budget them for FY27 will be brought forward to Council.