City of Asheville Staff Report

City Council Meeting Date: April 28, 2026

Staff Resources: Ashley Haire, PE, Transportation Department Director; Jessica Morriss, AICP, Assistant Transportation Department Director; and Christopher Whitlock, Transit Division Manager.

Action Requested: Adoption of a resolution authorizing the City Manager to accept the North Carolina Department of Transportation (NCDOT) Public Transit Apprenticeship Grant Program funding in the amount of $51,137; and to authorize the City Manager to enter into an agreement with NCDOT to fund the Apprenticeship for Fiscal Year 2027 and to expend funding on the local match, not to exceed $5,682,

Background:

- The North Carolina Department of Transportation (NCDOT) funds and manages an annual program that places recent university graduates with an interest in public transit within a city/transit agency for 1 year as a full-time, paid staff member.
- NCDOT provides 90% of the funding for the salary and benefits of the apprentice; the City Transit Operations Fund would provide the remaining 10%.
- State costs would amount to $51,137. Local costs would amount to $5,682. Total wages + benefits would amount to $52,000, FICA to $3,819 and travel allowance to $1,000.
- The City has participated in this program several times over the last decade.
- The transit apprentice would work within the Transit Division of the Transportation Department and would assist the division with ongoing work program items related to transit service.
- The apprentice is also required by the NCDOT to prepare a research report at the end of the apprenticeship.

Vendor Outreach:

- N/A

Council Vision 2036 Focus Area(s):

- Transportation and Accessibility

Council Priority Recovery Area(s):

- N/A.

Committee(s):

- None.

Fiscal Impact:

- NCDOT provides 90% of the funding for the salary and benefits of the Apprentice; the City Transit Operations Fund would provide the remaining 10%. The total cost for the Apprentice for FY27 is $56,819, with the State paying $51,137 and the City paying $5,682.
- The grant and City's portion of the cost will be included in the Transit Fund operating budget in Fiscal Year 2027.

Suggested Motion:

- Motion to adopt a resolution authorizing the City Manager to accept the North Carolina Department of Transportation Public Transit Apprenticeship Grant Program funding in the amount of $51,137 and to authorize the City Manager to enter into an agreement with NCDOT to fund the Apprenticeship for Fiscal Year 2027 and to expend funding on the local match, not to exceed $5,682.

Attachment(s):

- Resolution

City of Asheville Resolution Number 26-___

Resolution authorizing the City Manager to accept the North Carolina Department Of Transportation Public Transit Apprenticeship Grant Program funding; and to authorize the City Manager to enter into an agreement with NCDOT to fund the apprenticeship for Fiscal Year 2027 and to expend funding on the local match

Whereas, the City of Asheville has the authority, pursuant to General Statute section 160A-17.1, to apply for and receive grants from the Federal and State government and to enter contracts for the administration of said grants, and

Whereas, the funds for the apprenticeship grant program for Fiscal Year 2027 are available from the North Carolina Department of Transportation , which would provide the Transit Planning Division of the City of Asheville's Transportation Department with a full-time, paid apprentice for one year; and

Whereas, in accepting the grant funds, if awarded, the City of Asheville will comply with all applicable State requirements; and

Whereas, the North Carolina Department of Transportation will provide 90% of the funds for the Apprentice and the City will provide 10% of the funds, budgeted in the Transit Operations Fund;

Now, therefore, be it resolved by the City Council of the City of Asheville hereby authorizes the City Manager to accept the North Carolina Department of Transportation Public Transit Apprenticeship Grant Program funding in the amount of $51,137 and authorizes the City Manager to enter into an agreement with North Carolina Department of Transportation to fund the Apprenticeship for Fiscal Year 2027 and to expend funding on the local match, not to exceed $5,682.

Read, approved and adopted this 28th day of April, 2026.

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Esther E. Manheimer, Mayor

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Brad Branham, City Attorney

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Magdalen Burleson, City Clerk