

# JACKSON COUNTY TRANSIT

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## MEMORANDUM

Date: August 15, 2023

To: Jackson County Board of Commissioners

From: April Alm, Transit Director

Subject: Public Hearing for FY25 5311 Administrative, 5310 Operating, and Combined Capital Community Transportation Program Grant Applications

The purpose of this memo is to request to hold a public hearing for the FY25 Community Transportation Program Grant Applications on September 19, 2023 at 6:25 pm. One public hearing is acceptable for all three Community Transportation Program Grant Applications. As the applicant, Jackson County Transit will be seeking permission to apply for the Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

The 5311 Administrative grant program helps to subsidize the administrative costs of running a transportation system which includes administrative salaries and benefits as well as office supplies, uniforms, training and marketing.

The 5310 Operating grant program supports transportation operating costs for the elderly and individuals with disabilities.

The Combined Capital grant program allows Community Transportation systems the opportunity to apply for funding to maintain a public transportation system fleet and other capital needs. This capital project consists of three replacement vehicles (one Raised Roof with lift and two minivan /crossover vehicles), lettering and logos for each vehicle, one propane conversion and a 6 camera IP Camera Surveillance System. All vehicles and surveillance equipment are being requested due to having met the end of their useful life and meet the minimum requirements for replacement with NCDOT IMD.

The total estimated amount requested for the period July 1, 2024 through June 30, 2025.

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Administrative	\$ 212,321	\$ 31,849 (15%)
Capital (Vehicles & Other)	\$ 239,174	\$ 23,918 (10%)
5310 Operating	\$ 150,000	\$ 75,000 (50%)
<b>TOTAL PROJECT</b>	<b>\$ 601,495</b>	<b>\$ 130,767</b>
	<b>Total Funding Request</b>	<b>Total Local Share</b>

NOTE: Local share amount is subject to State funding availability.

Attached is the Public Hearing Notice that will be published in the Sylva Herald on September 7, 2023. Also attached is the Public Transportation Program Resolution which is the authorizing resolution to apply for the Administrative Community Transportation Program Grant Application to be signed on approval from the Jackson County Board of Commissioners.

## PUBLIC HEARING NOTICE

Section 5311 (ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

This is to inform the public that a public hearing will be held on the proposed Jackson County Community Transportation Program Application to be submitted to the North Carolina Department of Transportation no later than October 6, 2023. The public hearing will be held on September 19, 2023 at 6:25 pm before the Jackson County Board of Commissioners.

Those interested in attending the public hearing and needing either auxiliary aids and services under the Americans with Disabilities Act (ADA) or a language translator should contact April Alm on or before September 15, 2023, at telephone number (828) 586-0233 or via email at aprilalm@jacksonnc.org.

The Community Transportation Program provides assistance to coordinate existing transportation programs operating in Jackson County as well as provides transportation options and services for the communities within this service area. These services are currently provided using NCDOT-sponsored vans. Services are rendered by Jackson County Transit.

The total estimated amount requested for the period July 1, 2024 through June 30, 2025.

**NOTE: Local share amount is subject to State funding availability.**

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This application may be inspected at Jackson County Transit, 1148 Haywood Rd, Sylva, NC 28779 from 8 am to 5 pm. Written comments should be directed to April Alm before Friday, September 15, 2023.

**PUBLIC TRANSPORTATION PROGRAM RESOLUTION****FY 2025 RESOLUTION****Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.**

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by (*Board Member's Name*) \_\_\_\_\_ and seconded by (*Board Member's Name or N/A, if not required*) \_\_\_\_\_ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Capital Purchase of Service budget, Section 5310 program.

WHEREAS, (*Legal Name of Applicant*) \_\_\_\_\_ hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative

## UNIFIED GRANT APPLICATION

requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the (Authorized Official's Title)\* \_\_\_\_\_ of (Name of Applicant's Governing Body) \_\_\_\_\_ is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I (Certifying Official's Name)\* \_\_\_\_\_ (Certifying Official's Title) \_\_\_\_\_ do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (Name of Applicant's Governing Board) \_\_\_\_\_ duly held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
*Signature of Certifying Official*

**\*Note that the authorized official, certifying official, and notary public should be three separate individuals.**

Seal Subscribed and sworn to me  
(date) \_\_\_\_\_

\_\_\_\_\_  
*Notary Public \**

\_\_\_\_\_  
*Printed Name and Address*

My commission expires  
(date) \_\_\_\_\_

