

# CITY OF HIGH POINT

## AGENDA ITEM



**Title:** Resolution – North Carolina Department Of Transportation (NCDOT) Section 5303 Planning Grant Agreement

**From:** Angela Wynes

**Public Hearing:** n/a

**Attachments:** 1. Grant Award Letter  
2. Resolution

**Meeting Date:** July 17, 2023

**Advertising Date /** n/a

**Advertised By:**

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**PURPOSE:** Execute an agreement with NCDOT for the federal and state share of the FY24 Section 5303 planning grant.

**BACKGROUND:** The City of High Point was awarded Section 5303 funds in the amount of \$73,200 to assist with transit planning activities. This funding represents 90% of the projected costs. These funds are used to cover staff time and expenses related to activities such as route and schedule planning, compliance with civil rights regulations, and developing projects for the Metropolitan and State Transportation Improvement Programs.

**BUDGET IMPACT:** The City's matching share of \$8,134 is included in the FY24 budget.

**RECOMMENDATION / ACTION REQUESTED:** Staff requests City Council approve the Resolution with NCDOT authorizes the City Manager to execute the required agreement with NCDOT to receive reimbursement funds for approved expenditures.

RESOLUTION  
AUTHORIZING **CITY OF HIGH POINT**  
TO ENTER INTO AN AGREEMENT WITH  
THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ for adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, the **City of High Point** has requested the North Carolina Department of Transportation to assist in the funding of transit planning tasks; and

WHEREAS, the **City of High Point** will provide **10%** of the cost of the above described project;

NOW THEREFORE, BE IT RESOLVED that the **City Manager** is hereby authorized to enter into a contract with the Department of Transportation and execute all agreements and contracts with the North Carolina Department of Transportation, Public Transportation Division.

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I, \_\_\_\_\_, **City Clerk**, do hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the **City of High Point** duly held on the \_\_\_\_\_ day of **July 2023**.

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



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

May 24, 2023

Ms. Tasha Logan-Ford, City Manager  
City of High Point  
716 W. Martin Luther King Jr. Drive  
High Point, North Carolina 27262

RE: FY2024 Metropolitan Planning Grant Program (Section 5303)  
Project No.: 24-08-113  
WBS Element No.: 36230.19.23.6  
Period of Performance: 7/1/2023-6/30/2024

Dear Ms. Logan-Ford:

On May 4, 2023, the Board of Transportation approved your organization's request for an FY24 Metropolitan Planning Grant in the amount of \$81,334. The agreement to be executed between City of High Point and NCDOT is enclosed. The individual authorized to enter into this agreement for financial assistance on behalf of your agency will sign the agreement. Please provide a copy of the agreement to all parties that will be involved in the administration of the grant, and request that the agreement be reviewed carefully. Instructions for completion of the grant agreement process are enclosed.

Please refer to Section 6b of the grant agreement that requires sub-recipients to submit monthly or quarterly requests for reimbursement.

If you have any questions related to the grant agreement, please contact Myra Freeman, Financial Manager at 919-707-4672 or your assigned Accounting Specialist. In any correspondence, please reference your assigned project number, WBS element, Agreement number and period of performance referenced in this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Brumfield".

Ryan Brumfield  
Director

RB\mf  
CC: Angela W. Wynes, Transit Manager  
Attachments

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
INTEGRATED MOBILITY DIVISION  
1550 MAIL SERVICE CENTER  
RALEIGH, NC 27699-1550

*Telephone:* (919) 707-4670  
*Fax:* (919) 733-1391  
*Customer Service:* 1-877-368-4968

*Location:*  
1 SOUTH WILMINGTON STREET 2  
RALEIGH, NC 27601

*Website:* [ncdot.gov](http://ncdot.gov)