

**Union County Transportation Advisory Board (TAB)
April 24, 2024, Meeting Agenda**

**12:00 PM – 1:30 PM – In Person – 1407 Airport Road, Monroe, room 201
Microsoft Teams Meeting - [Click here to join the meeting or see email invitation](#)**

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| I. Welcome | Ashley Lantz |
| II. Approval of Minutes 1.24.24 meeting | Ashley Lantz |
| III. Handouts- Age-Restricted Neighborhoods | Bjorn Hansen |
| IV. Organizational & Operational Updates | Theresa Torres |
- **Office Staff**
 - **Driver Staffing**
 - **Vehicles**
 - **Transportation Office Furniture**
 - **Software Implementation**
 - **FFY22 Funding FY25 Application 5310 Grant**
 - The Section 5310 program (49 U.S.C. 5310) provides formula funding to states to assist private nonprofit groups meet the transportation needs of older adults and people with disabilities when transportation service is unavailable, insufficient, or inappropriate to meet the needs of these residents. The 5310 program aims to remove barriers to transportation services and expand mobility options for seniors and individuals with disabilities by supporting services planned, designed, and carried out to meet the unique transportation needs of these residents in all areas - large urbanized (over 200,000), small urbanized (50,000-200,000), and rural (under 50,000). Funds are apportioned based on each state's share of the population, then direct recipients manage and distribute funds to sub-recipient projects.

Human Services/Transportation

1407 Airport Road
Monroe, NC 28110
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- This grant is used to transport passengers who are 65+ or disabled to their appointments.
 - The period of performance for this grant is two years after the start of the awards fiscal year.
 - The 5310 grant requires a 50% Federal and 50% Local split.
 - Financial Impact - The total 5310 Grant operating request of \$400,000 for the two-year period from July 1, 2025, through June 30, 2027, is 50% Federal Grant (\$200,000) and 50% Local Match (\$200,000).
- **Union County Section 5307 CRRSAA Operating Assistance**
 - **ARP Section 5307 Urban Transit Operating Assistance**
 - **FY24 Carbon Reduction Funds-Flex Funding FTA**
 - **FFY21 Funding FY23 5307 Application**
 - The 5307 Urbanized Area Formula Funding program makes federal resources available to urbanized areas for transit capital and operating assistance in urbanized areas and for transportation-related planning. Eligible 5307 activities include planning, engineering, design, and evaluation of transit projects and other technical transportation-related studies; capital investments in bus and bus-related activities such as replacement, overhaul, and rebuilding of buses, crime prevention and security equipment and construction of maintenance and passenger facilities; and capital investments in new and existing fixed guideway systems including rolling stock, overhaul and rebuilding of vehicles, track, signals, communications, and computer hardware and software. All preventive maintenance and some Americans with Disabilities Act complementary portrait service costs are considered capital costs. Operating assistance is only an eligible expense for urbanized areas with populations less than 200,000.
 - 5307 funds allocated to the Charlotte urbanized area are distributed using a formula that considers population, bus fleet, and transit service provided in its urbanized area outside of Charlotte, which includes the remainder of Mecklenburg County, Iredell County, York County, and Union County.

Based on the current distribution formula created by the Charlotte Area Transit System (CATS) and approved by the Charlotte Regional Transit Planning Organization (CRTPO), Union County will receive up to \$969,420 in Federal 5307 funds for FY23. This funding will be used for both operating expenses, which require a 50% local match, and capital expenses, which require a 20% local match.

The FY23 5307 Grant will result in an award of Federal Fiscal Year (FFY) 2021 Federal Transportation Administration (FTA) funds to Union County. Funds awarded during a



given fiscal year are initially awarded for a 1-year period of performance, but that may be extended if needed to enable them to be drawn down for a period of 5-years after the start of the federal fiscal year of the award. Thus, funds awarded for the FY23 5307 application can be drawn down through June 30, 2026.

In Union County, 5307 operational-related services are currently provided using demand response, subscription, and contracted fixed-route service. These services are rendered by Union County Transportation, or its subcontractors, and CATS. Union County's Transportation and Planning staff have developed a list of activities for these funds, which include paying for 50 percent of the cost of the existing Union County 74X Express bus service and provision of demand-response service in the urbanized portions of the County. The funding used for capital-related items will be used for the purchase of security-related items as required by the 1% Security Minimum Requirement, facility renovations, consulting services, and administrative vehicles.

- o Financial Impact: The grant total is \$969,420. The local match includes \$457,187 for operating (50% federal and 50% local) and \$102,446 for capital (80% federal and 20% local).

▪ **Financial/Budget and Service Reports:** **Laura Gardner**

<i>General Fund Grants</i>	<i>Expenses Covered</i>	<i>FY24 Grant</i>	<i>Expended as of 3Q24</i>	<i>Remaining</i>	<i>FY25 Grant</i>
ROAP	Trips	286,883	286,883	-	Later in year
HCCBG	Trips	196,700	196,700	-	Later in year
5303	Planning (FY23 funds)	27,834	27,834	-	N/A
5303	Planning (FY24 funds)	106,055	88,149	17,906	174,381
5311	Admin	248,454	204,657	43,797	260,877
5339	Capital-vehicles	1,131,831	435,477	696,354	711,355
5310	Trips/Capital (FY20)	180,000	180,000	-	N/A
5310	Trips (FY21)	125,000	15,358	109,642	50%-400,000
5307*	Trips/Capital	See 5307 charts below			



* 5307 (Local Match included)	FFY21 FY23	Expended as of 3Q24	Remaining
Operating-reimbursed 50%	914,374	914,374	-
Capital-reimbursed 80%	512,233	-	512,233
Total	1,426,607	914,374	512,233

* 5307 (Local Match included)	FFY22 FY24	Expended as of 3Q24	Remaining	FFY23 FY25
Operating-reimbursed 50%	1,175,336	121,320	1,054,016	1,198,890
Capital-reimbursed 80%	633,090	-	633,090	674,280
Total	1,808,426	121,320	1,687,106	1,873,170

<i>Special Revenue (SR) Funding</i>	<i>Expenses Covered</i>	<i>Grant Budget</i>	<i>Budget Remaining at end of 3Q24</i>	<i>Status update</i>
CARES 5311	Operating	834,241	-	Closed with 1Q24 claim
CARES 5307	Operating	451,859	-	Closed with 2Q24 claim
CARES 5307	Capital	439,291	39	Anticipate closing by 4Q24
ARP 5311	Operating	210,805	-	Closed with 2Q24 claim
ARP 5311	Capital	28,195	11,075	Anticipate closing by 4Q24
ARP 5307	Op/Capital	886,278	886,278	Applied - FTA
CRRSAA 5307	Op/Capital	273,044	273,044	Applied - FTA

- **Service Data Comparison (2Q23 VS 2Q24)**

Brandon Earp

- **Safety Update**

Laura Gardner

V. Board Member Comments

VI. Public Comments

VII. FY25 Meeting Dates

- July 24, 2024
- October 23, 2024
- January 22, 2025
- April 23, 2025

VIII. Adjourn