

# French Broad River MPO Section 5310 - Application Form

## Funding Available

|   |           |   |           |
|---|-----------|---|-----------|
| FY 2024 FTA Section 5310 Funds Available to Asheville UZA | \$486,152 | 55% of Funds (Traditional)*                                   | \$267,384 |
| Section 5310 Admin at 10%                                 | \$48,615  | 35% of Funds (Other)*   | \$170,153 |
| Remaining Section 5310 after Admin                        | \$437,537 | *note: percentage divisions were calculated before 10% admin. |           |

## Funding Type Selection

Select the funding type (check box at right, below) being applied for and notate the amount requested. Cost Sharing/Match Requirements are noted for each funding type (i.e. Federal % / Local %).

Traditional (80/20)       Other (50/50)       ADA vehicle equipment (90/10)

| Federal Funds Requested | Local Match | Source of Match | Total Cost   |
|-------------------------|-------------|-----------------|--------------|
| \$163,518               | \$66,354.88 | Municipality    | \$229,872.88 |

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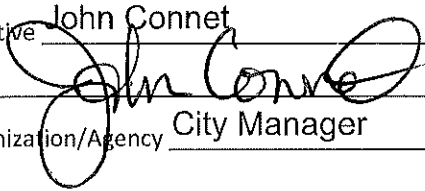
## Preliminary Period of Performance

All applications should develop budgets based upon the assumption of being able to utilize the funds during the Period of Performance. This may change when successful projects begin negotiations with the City of Asheville, but for application purposes sponsors should use **July 1, 2026 to June 30, 2027** as the presumed Period of Performance.

Authorization:

I, John Connet, am the person duly authorized to sign this application and associated certifications on behalf of my agency/organization. I also acknowledge that the information in this application package is a public record.

To the best of my knowledge and belief, all the data in this application is true and correct. My agency/organization will comply with applicable Certifications and Assurances and FTA requirements if federal assistance is awarded.

Printed Name of Authorized Representative John Connet  
 Signature of Authorized Representative   
 Title of Authorized Representative Organization/Agency City Manager  
 Date 1-14-26

## Part 1:

### Applicant Data

|   |   |                                     |   |
|---|---|-------------------------------------|---|
| Legal Name  | Blake Fulgham, City of Hendersonville   |                                     |   |
| Type of Applicant (check box at right)                    | Government <input checked="" type="checkbox"/>                                    | Non-Profit <input type="checkbox"/> | Transit Agency <input type="checkbox"/> |
| Address   | 305 Williams St.  |                                     |   |
| City, State, ZIP code                                     | Hendersonville, NC 28792  |                                     |   |
| Telephone   | (828) 697-3000  |                                     |   |
| Email   | bfulgham@hvlnc.gov  |                                     |   |
| Organization Website                                      | <a href="https://www.hendersonvillenc.gov/">https://www.hendersonvillenc.gov/</a> |                                     |   |
| Federal Tax ID:   |   |                                     |   |
| Name/Title of Designated Official with Signature Capacity | John Connet/ City Manager   |                                     |   |
| Phone   | (828) 697-3000  |                                     |   |
| Email   | jconnet@hvlnc.gov   |                                     |   |
| Name/Title of Project Contact Person                      | Brandon Mundy/ Public Works Superintendent  |                                     |   |
| Phone   | (828) 697-3084  |                                     |   |
| Email   | bmundy@hvlnc.gov  |                                     |   |

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Is your organization receiving funds from any of the following programs? Mark the appropriate boxes

5311  5310  5339  5307  Other FTA Funds

Are there any other federal or state funding sources utilized by your organization? If so, please describe

The Federal funding agencies that the City of Hendersonville has utilized in the past include the Federal Emergency Management Agency (FEMA), Department of Housing and Urban Development, U.S. Department of Justice (DOJ), U.S. Department of Transportation (DOT), U.S. Environmental Protection Agency (EPA), U.S. Department of Agriculture (USDA), American Rescue Plan - Earmark.  
State funding agencies we have utilized include the NC Department of Environmental Quality, NC Association of Chiefs of Police - Performance and Wellness, NC Department of Environmental Quality, NC Office of State Budget and Management, NC Department of Transportation, NC Department of Natural and Cultural Resources.

Briefly justify the projects eligibility for 5310 funding.

The project is eligible as a non-traditional project as a project that will build accessible paths to a bus stop through the use of accessible pedestrian signals. There are a total of five bus stops staged on Main Street and 7th Avenue that are within the project site area, with two more bus stops located about one-eighth of a mile from the project site area. The addition of enhanced ADA compliant pedestrian signals will provide increased safety for our disabled community. The audible and vibrotactile pedestrian signals will be able to provide enhanced notifications for when to and when not to cross a street for pedestrians who live with either a hearing or visual disability.

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## Project Description

|                   |  |
|-------------------|--|
| Title             | Improving Pedestrian Transportation Safety at Intersections  |
| Brief Description | The City of Hendersonville has observed a trend of accidents and injuries within our pedestrian population due to collisions with vehicles. Our goal is to make infrastructure investments to improve the notification system that provides critical communication to pedestrian travelers, especially those with disabilities, on when our intersections are safe to cross. Our goal is to increase the accessibility of our pedestrian travel network and to invest in solutions that provide accessibility and safety for all Hendersonville travelers. |

## Project Narrative:

Please provide a detailed project description, no more than 400 words. This summary is NOT a description of your agency, but should provide a description of the purpose and specifications of the project to be funded. While capital purchases are eligible under the program, their necessity should be identified and described as to how they support the goal and purpose of the project.

The project is to purchase and install ADA compliant pedestrian crosswalk signals that are programmed with audible and vibrotactile signaling to provide safer and more accessible pedestrian transportation for our community members living with disabilities. The project location will occur between 1st street and 5th street along Main Street, Hendersonville, NC. The project will also extend along the 7th Avenue and Highway 64 at 7th Ave and Ashe St. The ADA compliant pedestrian crosswalk signals with audible and vibrotactile notification systems will increase safety for travelers with both hearing and visual disabilities by providing pedestrians multiple forms of safety notifications, allowing users a higher level of awareness and personal security when attempting to cross the street. Additional safety and accessibility infrastructure create opportunity to increase public transportation ridership by decreasing barriers and risks for the public to access bus stops as pedestrians.

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## Project Needs and Goals (25 points)

1. Describe the unmet transportation need that the proposed project seeks to address and the relevant planning effort that documents that need. *List the goals and corresponding plans here (i.e. the Locally Coordinated Plan, any local plans, the MTP, etc.)* Include the following:
  - a. Does the project cover an area targeted in the Coordinated Public Transit-Human Services Transportation Plan?
  - b. Describe how the project will mitigate transportation need.

This project targets both recommendations E-1 & E-3 in the French Broad River Coordinated Public Transit-Human Services Transportation Plan, which are: E-1 Increase and/or improve bicycle and pedestrian infrastructure connecting to bus stops and stations, and E-3 Improve roadway crossings for pedestrians near bus stops. Our project centers around improving accessibility for pedestrians to safely access bus stops in two highly vehicle trafficked regions of Hendersonville, Main Street and 7th Avenue E. Currently, our pedestrian crosswalk signs do operate on a set time clock to provide crosswalk signs, which occur periodically based on the variables they are set at. The upgraded crosswalk signals operate using sensors that can identify vehicles and traffic at the intersection and better identify when the most efficient and safe opportunity will be to cross the street. This could improve transportation efficiency by allowing pedestrians to safely cross the street when given notice to by the pedestrian signal at the earliest opportunity, rather than requiring the pedestrian to wait for the crosswalk signal and traffic light signal timers to complete, and then the signal changing guiding the pedestrian to walk. The second greatest impact that will help mitigate the transportation need is the audible and vibrotactile notifications that the new crosswalk signals will provide. Having multiple forms of notification for “ when to and when not to cross the street ” will greatly benefit our community living with hearing, visual, or additional disabilities that often create risk for pedestrians when crossing a street. If pedestrians are provided with safer transportation infrastructure to travel throughout the city, pedestrians are more likely to feel safe when attempting to cross streets to reach an Apple Country bus stop and participate in public transportation.

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2. What are the project's goals and objectives? Are these goals consistent with 5310 funding goals? Describe.

The project's goals are to reduce pedestrian-related vehicular accidents and to increase the accessibility and safety of our pedestrian transportation network for community members living with disabilities. Our project does align with the goals of the Section 5310 program as this program aims to "improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation services and expanding the transportation mobility options everywhere." One of the biggest barriers our disabled community is facing, is the accessibility to a safe pedestrian transportation network that will provide security and safe guidance for them while traveling throughout the city. The population living with a disability in Hendersonville, NC is about 17.9% according to the U.S. Census Bureau, which is 3.9% higher than North Carolina's average. Without pedestrian crossing infrastructure that can communicate and provide notification that can provide feedback in ways that all travelers can effectively understand and respond to, there are populations of the public that will be at risk when crossing the street. Our project to purchase and install new pedestrian crossing signals that provide both audible and vibrotactile alerts will provide disadvantaged populations of the disabled community additional physical resources that can be utilized to cross a street more safely, and thus result in a reduction of vehicle and pedestrian related accidents and in turn reduce the amount of injuries related to street crossings.

3. Complete the following table (cite sources for data)

|  |   |
|--|---|
| <p>Total population in area served:<br/>The population of Hendersonville, NC is about 15,656, and Henderson County's population is about 120,771. Hendersonville is the county seat of Henderson County both populations should be considered.</p>                   | <p>Enter the cumulative total in the column to the left.<br/>Source of Information:<br/><b>www.census.gov</b></p>   |
| <p>Total number of seniors (65+) in service area:<br/>Hendersonville's 65+ year elderly community is 30.9% +or- 3.1% of the total population. This puts the estimated population of ag</p>   | <p>Enter number and percentage of population served in column to the left.<br/>Source of information:<br/><b>data.census.gov/</b></p>   |
| <p>Total number of individuals with disabilities in service area:<br/><small>Hendersonville's disabled population makes up 17.9% + or - 2.3% of its total population. This means between 2,442 and 3,163 citizens are disabled living in Hendersonville.</small></p> | <p>Enter number and percentage of population served in column to the left.<br/>Source of information:<br/><b>data.census.gov/</b></p>   |
| <p>Total number of low-income individuals in service area:<br/>The poverty rate of Hendersonville is 16.8% + or - 3.8%, which makes the poverty population total between 2,035 and 3,225.</p>  | <p>Enter the number and percentage of population to be served who are at or below 150% of the HHS Poverty Guidelines in column to the left.<br/>Source of Information:<br/><b>data.census.gov</b></p> |
| <p>Other: _____</p>  | <p>If your project targets other specific populations, specify group in the column to the left and percentage of total population to be served.<br/>Source of information:</p>                        |

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|   |   |
|---|---|
| <p>Accessibility: The project will include ADA accessibility by providing increased security and communication to pedestrians with hearing or visual disabilities, providing them with better direction when attempting to cross the street while traveling to a bus stop within this project</p> | <p>In the left box, describe ADA accessible aspects of your program, including vehicle(s) used, facilities related to the project, clientele, etc. Attach a separate document if necessary<br/>Source of Information:</p> |
| <p>Service availability</p>   | <p><b>24/7 full accessibility to the public.</b></p>  |
| <p>Monday</p>   | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Tuesday</p>  | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Wednesday</p>  | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Thursday</p>   | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Friday</p>   | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Saturday</p>   | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Sunday</p>   | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Holidays</p>   | <p>Hours: ___:___ a.m. to ___:___ p.m.</p>  |
| <p>Other</p>  | <p>Hours: ___:___ a.m. to ___:___ p.m.<br/>or Describe</p>  |
| <p>Rides provided per Fiscal Year:</p>  | <p>Enter the cumulative total in the column to the left.<br/>Source of Information:</p>   |
| <p>How many volunteers are utilized to provide transportation services per Fiscal Year:</p>   | <p>Enter the cumulative total in the column to the left.<br/>Source of Information:</p>   |

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4. Describe services currently provided to meet the needs of the elderly and individuals with disabilities in your service area.

Henderson County manages and operates a public transit service, the Apple Country Public Transit (ACPT), which provides public bus services throughout Hendersonville, Fletcher, and Laurel Park. The Apple Country Public Transit consists of three public bus routes that drive fixed routes and stop at over 110 stops throughout the public transit network of Henderson County. These buses run either every hour (routes one & two) or every 90 minutes (route three). The ACPT also provides a service called the "ADA Paratransit Services Program", which is intended to provide specialized assistance and transportation for community members living with one or more disabilities that prevent them from utilizing their standardized bus service. What the program does is it allows users who are unable to safely commute to their nearest bus stop, to be able to go online and schedule a ride with "door-to-door" service with the transit vehicle picking up the rider from their own home to then transport them to their desired destination with as limited pedestrian travel as possible. Passengers can schedule trips up to 30 days in advance as well as may schedule a subscription service if they require regularly scheduled trips that occur two or more times per week, allowing for consistency and reliability to the passengers. This service is provided free of charge for all qualifying passengers, as long as they meet the eligibility requirements of: Living within the program service area (defined as living within three-quarters of a mile of the fixed-transit route), are unable to safely navigate the fixed-route system, and live with a disability (cognitive, mobility, and/or visual) that make it impossible to travel to or from the nearest ACPT public transit stop or independently use the current fixed-route system.

5. **Vehicle(s) requested:** Yes  No (if no, skip to next section)

a. Vehicle 1 Quantity: \_\_\_\_\_ Type: \_\_\_\_\_

b. Vehicle 2 Quantity: \_\_\_\_\_ Type: \_\_\_\_\_

c. Vehicle 3 Quantity: \_\_\_\_\_ Type: \_\_\_\_\_

6. **Vehicle Usage**

If you are purchasing multiple vehicles, provide a separate worksheet for each vehicle that shows calculations for the following:

- a. Average estimated number of operating days per vehicle per year: \_\_\_\_\_  
b. Average estimated number of operating hours per vehicle per year: \_\_\_\_\_  
c. Average estimated mileage per vehicle per year: \_\_\_\_\_  
d. Average estimated passenger trips per vehicle per year: \_\_\_\_\_\*

\*A passenger trip is each time a passenger boards a vehicle. For example, 5 passengers are taken to, and from, a destination. That would be 5 trips there and 5 trips back, totaling 10 passenger trips.

7. **Existing Fleet:**

Attach a fleet inventory for existing vehicles that you use, indicating for each vehicle: Vehicle type, capacity, ADA Capacity, model year, and funding source.

Attach a replacement schedule for indicated vehicles.

8. **Other Capital Purchase:** Yes No (If no skip to next section)

Provide a list of capital equipment you will purchase with the funds from this program (other than vehicles) and describe how equipment will be utilized. Capital purchases must be used for the scope of enhancing mobility for seniors and individuals with disabilities.

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9. Project application should demonstrate the project is the most appropriate match of service delivery to the need. Identify performance measures to track the effectiveness of the service in meeting the identified goals.

Our main goal for this project is to increase public transit ridership by making improvements to pedestrian transportation infrastructure. One performance metric that we will track closely will be the Apple Country Public Transit ridership data and trends both before and after project execution. Apple Country Public Transit conducts a ridership count for each transit stop, every day that they are operating. That means it is a consistent and reliable performance measure that could express how ridership trends are evolving in our designated project area and compare this data with the rest of the transit network. Identifying the change in ridership data can express to city staff how effective the project is to increase ridership and how impactful we can assume the project would be if developed at another location. A second, but long-term performance measurement would be utilizing the NCDOT Non-Motorist Crash Map managed by the NCDOT. This ArcGIS map provides detailed information about every vehicular crash that involved a non-motorist, which may include pedestrians, bicyclists, skateboarders, wheelchair operators, and more. The goal to improve safety and accessibility for all travelers includes eliminating all possible non-motorist related crashes, so overtime we can utilize this map to identify if this project leads to a reduction of accidents within the project zone.

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## Project Budget and Organizational Preparedness (30 points)

### 1. Organizational Capacity

- a. Provide the existing mission statement of your organization or develop a statement for the purpose of this application that covers its mission if you do not have an existing mission statement. The mission statement should be brief, but identify the purpose of the organization, who it serves, and how that service is provided.

Be sure to make the connection of the organization's benefits to the French Broad River MPO planning area

- How does the organization improve the quality of life within the Asheville urbanized area?
- How does the organization serve a wide range of citizens within the Asheville urbanized area?
- How does the organization demonstrate broad-based support within the urbanized area?

The City of Hendersonville's mission statement is as follows: "The City of Hendersonville is committed to providing quality, efficient services to all citizens, visitors and businesses through open communication, timely responses, and quality results."

The goal of the City of Hendersonville is to provide the highest quality of living for all citizens and visitors. This includes providing safe and accessible forms of transportation, both traditional and alternative transportation methods, that allow community members efficient and effective movement throughout the city. Our project to implement improved ADA compliant pedestrian signals throughout our highly trafficked Downtown Main Street and 7th Avenue E directly align with our mission statement, recognizing safety risks for our visually or hearing disabled community, due to infrastructure gaps. City leadership strives to provide resources to support all community members, removing barriers that prevent community members from traveling to public transit locations, participating in community events, or from freely traveling to their destinations within the city. This project will provide increased awareness and notification signals that can better communicate crosswalk communications and provide better direction for our disabled community, decreasing risks of crosswalk related accidents.

The City of Hendersonville is designated as the "county seat" for Henderson County, so naturally Hendersonville experiences an increase in transportation usage due to increased municipal employment, medical services, as well as hosting over two dozen city sponsored special events throughout the year. Improving our crosswalk signals to provide heightened notification and safety guidance will impact all travelers who utilize them, as the devices will be able to provide greater communication to travelers when and when not to cross the street safely. According to the North Carolina Department of Transportation's Non-Motorist Crash Map Data, the City of Hendersonville has witnessed 11 vehicle-related accidents along Main Street since 2007, with 9 of the accidents involving pedestrians and the remaining 2 involving cyclists. 5 of these accidents have occurred since 2019. Our goal is to provide high quality safety infrastructure for our community to eliminate pedestrian related vehicle accidents and improve the accessibility of our pedestrian transportation network, which allows our citizens to safely commute to destinations like bus stops, government service centers, social community centers, and even grocery stores without the fear of being involved in a traffic accident.

2. Describe the assumptions used to develop the budget for proposed project. Administrative expenses cannot exceed 5% of total project cost. Only direct costs will be eligible for reimbursement. **This can be answered as an attachment with budget spreadsheet/table.**

- For direct labor, include job title, description of tasks to be performed, hours to be dedicated to project, and hourly rates. Include unit costs for all budget items, as applicable. Applicants may be required to provide additional details

Details regarding hours dedicated to the project and project completion timeline are based on assumptions that the construction activities and installation of the crosswalk signals at each intersection (4-per intersection) will take one week per intersection.

See budget page attachment for additional budget details.

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3. Provide proof of available local financial match source (i.e. letter of support, please attach). How do you propose to continue commitment to the life of the project beyond the availability of grant resources?

We plan to allocate funds to general and preventative maintenance for the crosswalk signals in our General Fund within future budgets that will be utilized to ensure the assets are and remain functioning properly and effectively in the designated project areas. Our Traffic Division Supervisor and crew members will be responsible for the timely assessments and functional analysis throughout the life of the project to ensure all problems are addressed in a timely fashion.

4. Describe what the effect of not receiving the requested funds will be—how will target population be affected if project is not funded.
- Will agency seek funds from other sources for this project and/or continue this project once funding has expired? Will these funds be from another federally funded agency? If so, include contract, agreement, and/or authorization. Describe how you plan to continue this project and how it will be funded and/or other agencies approached to assist with the proposed project.

If this project is not awarded as a recipient of this grant opportunity, city staff does intend to pursue additional funding sources and strategies to fund and complete this project. City staff has worked hard to identify additional grant funding programs that do align with our multimodal transportation project in terms of purpose and eligibility. The City of Hendersonville may apply for and seek funding through the Formula Grants for Rural Areas- Section 5311 as a capital infrastructure project supporting a community of less than 50,000 residents. We also may apply for a Transportation Alternatives Set-Aside grant through the Surface Transportation Block Grant (STBG) Program to support pedestrian travel in relation to connecting to our local public transit system. The third program that city staff has been researching is the Federal Highway Administration's Carbon Reduction Program, established as a grant program to fund projects that will reduce transportation emissions. The goal of our project is to install infrastructure that will increase safety and accessibility for potential public transportation passengers, resulting in an increase in public transportation ridership and a decrease in reliance of passenger vehicular transportation, thus reducing overall fuel emissions by decreasing the number of single party vehicular trips.

Although there are multiple grant programs that are designed to support and help facilitate the improvement, creation, and restoration of pedestrian transportation and public transportation infrastructure, not being awarded this grant funding will directly impact the completion of this project. If our grant proposal is not selected for award during this cycle, the City of Hendersonville will be required to adjust our project schedule by a minimum of one year in order to reassess the funding and budget required to finance this project. This project has been identified as a project of great potential, even outside of the current designated project sites due to the potential positive impact that the upgraded ADA compliant crosswalk signals provide for our community and its visitors. Our goal within the next 5-years is to begin installing the new cross walk signals at other high risk pedestrian locations such as along 5th Avenue West and at various city park and greenway locations connected to public streets in order to increase pedestrian transportation accessibility where the risk is greatest and where pedestrian transportation frequency is the highest. If our project is not awarded during this grant cycle, the proposed project will likely be delayed between 1-3 years but will be reassessed and researched further in order to continue progressing forward for our community.

5. Does your organization plan to apply indirect costs to this application for eligible reimbursement? If so, your organization will be fully responsible and agree that all intended indirect costs must and will be approved prior to the approved application and executed agreement under an indirect cost allocation plan. If this is your intention please explain your program goal, intended indirect expenses that will be directly related to the 5310 program. Please see 2 CFR Part 200 subpart E and C9070.1H regarding indirect cost allocation plan.

N/A.

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## Project Implementation (30 points)

1. Describe key personnel assigned to this project and your agency's ability to manage the project.

Blake Fulgham (Management Analyst- Strategy & Performance)- My responsibilities will include the development and submission of our grant application, as well as support operational reporting requirements throughout project development. Brandon Mundy (Traffic & Streets Superintendent)- Responsibilities will include project leadership and operational leadership for the Traffic division throughout all project activities. Brandon Mundy will be responsible for project updates and project reporting throughout the project ' s development as well as throughout the tenure of the grant process. Brandon is responsible for the staffing for the Traffic division as well as the project assignment activities and overall communication with city staff. Krystal Powell (Finance Director) & Emily Nickell (Grant & Project Accountant)- Both Krystal and Emily will be responsible for the financial reporting for the project regarding costs related to product acquisition, accounts payable, as well as providing financial updates when necessary. Logan Hickey (Procurement & Contract Administrator)- Logan ' s responsibilities will include development of the procurement PO prior to asset acquisition, as well as tracking invoices regarding inventory acquisition throughout the grant process. Brent Pope (Traffic Control Supervisor)- Brent ' s responsibilities will include supporting operational decisions of project and task assignments for the Traffic division, as well as lead the operational crew that will be installing the ADA compliant pedestrian crosswalk signals according to local, state, and federal traffic guidelines. Brent will also be responsible for providing Brandon Mundy progress updates to include completion status of installing all new pedestrian crosswalks throughout the year, identification and communication of barriers impacting project progress, as well as providing critical feedback for process improvements throughout the grant cycle. Our municipality has the capacity to effectively manage this project throughout the project ' s lifecycle as we have both a crew supervisor and superintendent dedicated to the traffic division that will be able to manage all daily activities of the project. We have administrative support staff that will be involved in the project progression throughout the lifecycle of the project to ensure we execute all procurement and financial activities within designated and approved timeframes as well as ensure all financial activities are monitored and documented. We will have multiple team members within the Finance Department that will ensure that funding is budgeted and available throughout the grant lifecycle.

2. Provide an operational plan for delivering service. Include route or service area map if applicable as attachment. Include any other operational planning documents deemed relevant.

Operational Plan for Service Delivery  
Project: Installation of Video Detection System and Audible Pedestrian Push Buttons

1. Project Overview  
This operational plan outlines the methods, resources, and procedures for delivering installation services for traffic video detection systems and audible pedestrian push buttons at designated signalized intersections. The plan ensures safe, efficient, and compliant execution while minimizing impacts to traffic and pedestrians.

2. Service Area and Locations  
The service area for this project is focused within the City ' s downtown core and surrounding corridors, specifically:  
a) Main Street corridor from 1st Avenue through 5th Avenue  
b) 7th Avenue area, including the intersection of 7th Avenue and Ashe Street

These locations represent high volume pedestrian and vehicular activity areas and have been prioritized to improve detection accuracy, traffic operations, and pedestrian accessibility. Installations will be performed at pre approved signalized intersections within this service area, as confirmed by City staff. Work sequencing will be coordinated to minimize impacts to downtown traffic, businesses, and pedestrians.  
Attachment A: Service Area / Route Map (Main Street 1st Ave – 5th Ave and 7th Ave & Ashe St)

3. Scope of Services  
a) Field verification of existing signal infrastructure, pedestrian facilities, and communications availability

**Recommended (but not required) to include project schedule with key milestones as attachment**

3. Explain how this project can be achieved within your technical and financial capacity.

This project is within the capacity of our Public Works- Traffic Division as well as our matching portion for this project would be within our funding capabilities if awarded. Our Traffic Division is composed of 3 Traffic Technicians, 1 Traffic Supervisor, and 1 Traffic Superintendent who will be responsible for overseeing all project aspects, including: procurement of all project assets, operational activities to include transportation and installment of the crosswalk signals, financial transactions and documentation of invoices, as well as communication with the FBRMPO and Federal Transit Administration staff when necessary. The Traffic Superintendent will also receive support from Hendersonville ' s Management Analyst-Strategy & Performance regarding financial and progress documentation and communication with the FTA and MPO. The funds will likely come from our municipal General Fund, which will be able to support our capital project matching portion.

4. Describe a plan for monitoring and evaluation of services and steps to be taken if original goals are not achieved.

One way that we can monitor effectiveness of our project overtime is tracking the Apple Country Public Transit usage at the specific bus stops located within a close proximity of where the newly installed ADA compliant pedestrian crosswalk signals are installed. Apple Country Public Transit records passenger ridership data for each bus stop within their routes. Hendersonville staff plans to partner with Henderson County to analyze this data overtime, and will analyze how Apple Country public transit usage trends prior to project initiation in comparison to post project completion over the next several years. This will allow us to not only research and identify potential changes in ridership for the directly impacted bus stops, but to compare the ridership trends to other various bus stops within the network that are outside of the impact zone for our project. If our initial goals are not met, we plan to reassess our educational campaign to ensure that we have communicated the details and benefits of the program to the public as well as provided additional resources on our website. We may also analyze the infrastructure itself to identify if the project itself completely resolves the problem(s) that the public is faced with, and if there are remaining barriers then how we can best address and resolve the remaining barriers. Our goal is to increase the safety and accessibility for pedestrian travelers to travel to public transit locations, so this may require continues improvement and identification of risks or opportunities even after the project is complete.

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5. What are the project outcomes that will be used to demonstrate the success of the project?

One project outcome that will demonstrate the success of the project would be an increase in ridership for the Apple Country Public Transit system at the specific bus stops within ¼ mile of the project sites on Main Street and 7th Avenue E. The project sites will be at each intersection where we will install the upgraded new pedestrian crosswalk signals and should create more safe and accessible pathways that allow public transportation users to travel to and from these bus stops more safely. The goal would be to improve pedestrian safety infrastructure to encourage utilization of public transportation and increase the number of travelers who choose to ride the Apple Country bus each day.

Another goal outcome that the City of Hendersonville strives for is the reduction and eventual elimination of vehicle-pedestrian related accidents in these project locations. The city holds safety as a top priority, and that includes implementing infrastructure that reduces individual and community risk and provides reasonable accessibility for people to travel freely and safely throughout the city. We hope that the improved pedestrian crosswalk signals with enhanced ADA notification features like the audible and vibrotactile notification systems create increased awareness and security for pedestrian travelers.

6. Will your program utilize 3rd party contractors to complete the eligible activities supported by this 5310 program? Which elements?

The city will need a 3rd party contractor to run internet lines to various locations within the project site to connect to the new crosswalk signals for the project. Beyond this, the city should not need additional 3rd party contractors.

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## Coordination, Outreach, and Community Impact (15 points)

1. Describe how the project will be coordinated with public and/or private transportation and social service agencies serving seniors and individuals with disabilities.

Apple Country Public Transit (ACPT) is the sole public transportation organization that operates in Hendersonville. Project coordination will include working directly with Henderson County planning department, including representation from Apple Country Public Transit to ensure that all municipal stakeholders understand the project's intentions and designed impacts, and how pedestrians and public transit travelers can most effectively utilize the new transportation infrastructure. City staff will partner with Henderson County to discuss how these new safety infrastructure upgrades may impact route travel times, what pedestrians might experience when utilizing the new pedestrian signals, and identify the most effective way to educate our community that may benefit from the project.

2. Describe efforts to market the project and promote awareness of the program.

To ensure that the public is aware of the new pedestrian safety improvements that we will be making with this project, the city strives to utilize our partnership with Henderson County and their staff to communicate the new opportunities across multiple platforms. We would request that Henderson County broadcast information about the project itself as well as the goals behind the project to increase Apple Country bus ridership with our elderly and disabled community on their website, allowing interested parties a web page to visit and learn about the vast project details so that parties can learn when the project will be complete and accessible, why the project initiative is so important to our community, and how this project impacts them and their loved ones. We would also encourage that the Henderson County team post information about this project under their Apple Country Public Transit "Service Alerts" page for interested parties to recognize as a significant change/improvement to their current transportation network. This will be important, not only for residents living in nearby neighborhoods, but for passengers throughout the network due to the project locations. Main Street and 7th Avenue East are business centers, home to numerous restaurants and small businesses, which means travelers from throughout the county may utilize the surrounding bus stops.

The City of Hendersonville would also develop a webpage for this project that would provide important project details to the public including: the estimated project timeline, updates regarding what phase the project is currently in, as well as communicate the problem that the project intends to solve and how the project features can be best utilized. City staff also intend to reach out to our many retirement communities and assisted living facilities to develop educational materials or speaking events that could provide additional resources to our intended project beneficiaries. City staff sees public education and awareness about the project as pivotal to project success and would like to work directly with both the organization that manages the public transit system, as well as the organizations that work with and care for our targeted beneficiaries to our project as much as possible.

3. Describe (or include) your Title VI Plan or the commitment to the spirit of Title VI your organization has. How is your organization's commitment to Title VI reflected in your 5310 project? (no more than 7 sentences)

The City of Hendersonville complies with Title VI of the Civil Rights Act of 1964 and other pertinent nondiscrimination authorities, and will not exclude from participation in, deny the benefits of, or subject to discrimination any person based on race, color, national origin, limited English Proficiency, income-level, sex, age, or disability (or religion, where applicable), under any programs or activities conducted or funded by the City of Hendersonville.

The project we are proposing reflects our commitment to all Hendersonville community members by our recognition of a safety and accessibility barrier to an underrepresented population and could prevent them both the ability to freely travel and access necessary public services as well as may prevent them the ability to participate in community programs and events such as city sponsored events, city committees, or other various activities throughout the city. The City of Hendersonville strives to not only provide the highest quality of services for our community, but to aid in facilitating the utilization of our city services and aid our community members in the participation of the various activities and programs by all people within our great city.

4. How does this project expand mobility and/or availability of transportation services?

This will expand the availability of the local transportation services by increasing pedestrian accessibility to multiple bus stops within the Apple Country Public Transit network. The goal is to improve the walkability to and from multiple bus stops along Main Street as well as on 7th Avenue East by installing ADA compliant pedestrian crosswalk signals that improve awareness and pedestrian safety within these regions. Providing a safer route to utilize these bus stops will make them more accessible for pedestrians who may not have been able to safely access the transit stops prior. Travelers may have to rely on the ADA Paratransit Service, which although it is a fantastic, free service, it does have its own barriers for passengers. Some passengers may struggle with the ability to commute at specific times, as rides through this service are shared with other travelers and must be scheduled ahead of time and riders could be asked to change their trip schedule time to accommodate other travelers. For travelers who rely on consistency for their travel, access to the Apple Country buses could be vitally important to them. Another barrier arises if a customer is outside of the ¼ mile range of the fixed route for the public transportation network, so they are ineligible for the ADA Paratransit Services. A traveler may find it acceptable to travel as a pedestrian on routes less frequently traveled by vehicles but feel unsafe walking along heavily trafficked routes. As Main Street and 7th Avenue East are both regions of the city that experience high levels of vehicle traffic, this may deter potential public transportation riders from attempting to travel to these region's bus stops at all.

# French Broad River MPO Section 5310 - Application Form

5. Will this project reduce duplication of services and/or increase efficiency? If so, explain?

This project does have the potential to increase efficiency of services for the Apple Country Public Transit system by reducing the number of passengers who work with Henderson County to arrange, reserve, and then are picked up and transported by the ADA Paratransit Service. This specialized transportation rideshare service provides "door-to-door" service, where operators often come to the passenger's door to notify regarding their arrival. This transportation service is very beneficial for passengers who may not be able to navigate themselves to the nearest Apple Country bus stop or are unable to navigate the fixed route transit system. However, if we reduce barriers for pedestrian transportation and develop safer transportation infrastructure that is designed to increase pedestrian accessibility, we may be able to reduce the demand for the ADA Paratransit Services Program with passengers instead being able to safely travel to their nearest bus stop and to ride the Apple Country buses. This is efficient because although the ADA Paratransit Services are a great resource for some individuals, it is relatively inefficient as a form of travel compared to the local buses for a few reasons. First, the buses operate on a fixed schedule and route, while the ADA Paratransit vehicles do not. This can lead to issues regarding arrival times, scheduling, unavailable reservations when a passenger needs one, or inconsistent ride times. The ADA Paratransit vehicle is also smaller, so although it provides rideshare attributes which are more efficient than single route services, it can transport less passengers per gallon of gasoline, and per gram of fuel emissions per passenger ride than an Apple Country bus would.

6. What services will be coordinated by this project? (check all that apply)

- |   |  |   |
|---|--|---|
| Client Trips <input type="checkbox"/>   | Operational Planning (ITS, GPS, Tech) <input type="checkbox"/> | Accessibility <input type="checkbox"/>                                  |
| Schedules <input type="checkbox"/>      | Purchasing Supplies/Fuel <input type="checkbox"/>              | Fare Collection <input type="checkbox"/>                                |
| Training <input type="checkbox"/>       | Vehicle Sharing <input type="checkbox"/>                       | Private Transport Contracts <input type="checkbox"/>                    |
| Marketing <input type="checkbox"/>      | Preventative Maintenance <input type="checkbox"/>              | Vehicle Storage <input type="checkbox"/>                                |
| Dispatching <input type="checkbox"/>    | Trip Referrals <input type="checkbox"/>                        | Other (Describe)  |
| Admin Supplies <input type="checkbox"/> |  | <div style="border: 1px solid black; height: 40px; width: 100%;"></div> |

## BONUS Alternative Fuels (5 points):

Does the project utilize high-efficiency or alternative fueled vehicles/transportation methods?

# French Broad River MPO Section 5310 - Application Form

## ATTACHMENT A

### SELF-CERTIFICATION FOR THE LOCALLY DEVELOPED COORDINATED PUBLIC TRANSIT- HUMAN SERVICES TRANSPORTATION PLAN "COORDINATED PLAN"

This project is derived from the "locally coordinated plan", the *French Broad River Metropolitan Planning Organization Coordinated Public Transit and Human Services Transportation Plan for Buncombe, Haywood, and Henderson Counties* adopted in 2012, updated in 2018. This application agency is identified as a city municipality (type) and the unmet needs presented in this application fall into the target groups ranked as a priority in the following sections of the plan:

Intermodal Connectivity:E-1: Increase and/or improve bicycle and pedestrian infrastru

The plan can be found at: <https://frenchbroadrivermpo.org/wp-content/uploads/2020/01/CPT->

Funding restrictions, all applicants project must be for the benefit for the citizens of the FBRMPO region.

Printed Applicant Name City of Hendersonville

Signature of Authorized Authority, Title

Date

John Conrad, City Manager

1-14-26



# French Broad River MPO Section 5310 - Application Form

## Appendix C: FTA Certifications and Assurances Form

1. The applicant has coordinated or will coordinate to the maximum extent feasible with other transportation providers and users, including social service agencies authorized to purchase transit service;
2. The applicant has complied or will comply with all applicable civil rights requirements, including but not limited to full compliance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations, in all programs and activities (see Appendix A);
3. The applicant has complied or will comply with applicable requirements of U.S. DOT regulations regarding participation of disadvantaged business enterprises in U.S. DOT programs (see Appendix A);
4. The applicant has complied or will comply with all applicable lobbying requirements for each application (per 49 CFR 20.110) exceeding \$100,000 (see Appendix A);
5. The applicant will comply with all applicable federal requirements per the FTA Federal Fiscal Year 2017 (or latest available) list of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements, as referenced at: <https://cms.fta.dot.gov/sites/fta.dot.gov/files/docs/FTA%20FY%202017%20Certifications%20and%20Assurances.pdf>

Printed Name of Authorized Representative of Applicant John Connet

Signature of Authorized Representative of Applicant 

Date 1-14-20

# French Broad River MPO Section 5310 - Application Form

## Appendix D: Civil Rights, Disadvantaged Business Enterprise, and Lobbying Requirements

### Civil Rights Requirements

29 U.S.C. § 623, 42 U.S.C. § 2000

42 U.S.C. § 6102, 42 U.S.C. § 12112

42 U.S.C. § 12132, 49 U.S.C. § 5332

6. FR Part 1630, 41 CFR Parts 60 et seq.

1. **Nondiscrimination** - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the applicant agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the applicant agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
2. **Equal Employment Opportunity** - The applicant agrees to the following equal employment opportunity requirements:
  - a. **Race, Color, Creed, National Origin, Sex** - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the applicant agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The applicant agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the applicant agrees to comply with any implementing requirements FTA may issue.
  - b. **Age** - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the applicant agrees to refrain from discrimination against present and

## French Broad River MPO Section 5310 - Application Form

prospective employees for reason of age. In addition, the applicant agrees to comply with any implementing requirements FTA may issue.

- c. **Disabilities** - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the applicant agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the applicant agrees to comply with any implementing requirements FTA may issue.
3. The applicant also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.
4. The applicant also agrees to comply with the portion of Title VI of the 1964 Civil Rights Act that states, "No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." The applicant must supply any person who believes that he/she has been aggrieved by an unlawful discriminatory practice on the basis of race, color, or national origin by the applicant with a Title VI Complaint form (see Applicant Resources) & must investigate the matter.

# French Broad River MPO Section 5310 - Application Form

## U.S. DOT Disadvantaged Business Enterprises (DBE) Requirements

### 49 CFR Part 26

1. The applicant agrees to meet the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.
2. The applicant also agrees to not discriminate on the basis of race, color, national origin, or sex in the performance of this project. The applicant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this project. Failure by the applicant to carry out these requirements is a material breach, which may result in the termination of this project or such other remedy as the City of Asheville deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).
3. The applicant also agrees to report its DBE participation obtained through race-neutral means throughout the period of performance.
4. The applicant also agrees to pay its subcontractors performing work related to this project for satisfactory performance of that work no later than 30 days after the applicant's receipt of payment for that work from the City of Asheville. In addition, the applicant may not hold retainage from its subcontractors.
5. The applicant also agrees to promptly notify the City of Asheville whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The applicant may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of the City of Asheville.

# French Broad River MPO Section 5310 - Application Form

## Lobbying Requirements

31 U.S.C. 1352

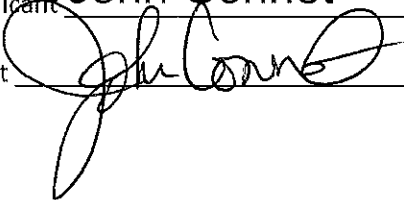
49 CFR Part 19

49 FR Part 20

1. The applicant agrees that no Federal appropriated funds will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. The applicant also agrees that if any funds other than Federal appropriated funds will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the applicant shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (See Applicant Resources.)
3. The applicant also agrees to require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.
4. The applicant also agrees that, pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The applicant also understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

Printed Name of Authorized Representative of Applicant John Connet

Signature of Authorized Representative of Applicant 

Date 1-14-26

CITY COUNCIL:  
BARBARA G. VOLK  
Mayor  
DR. JENNIFER HENSLEY  
Mayor Pro Tem  
LYNDSEY SIMPSON  
MELINDA LOWRANCE  
MARGINA M. BAXTER

**CITY OF HENDERSONVILLE**  
*The City of Four Seasons*

OFFICERS:  
JOHN F. CONNET  
City Manager  
ANGELA S. BEEKER  
City Attorney  
JILL MURRAY  
City Clerk

1/13/2026

City of Hendersonville

Enhanced Mobility of Seniors and Individuals with Disabilities Program

Subject: Letter of Financial Support

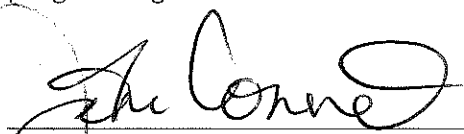
On behalf of the City of Hendersonville, I am writing to express our full support for the "Purchase and installation of ADA compliant crosswalk signals" application for the Federal Transit Administrations Section 5310 grant program. This project will include the installation of audible and vibrotactile crosswalk signals along downtown Main Street as well as along our historic 7<sup>th</sup> Avenue. We recognize the importance in developing a safe and accessible pedestrian transportation network to increase accessibility for pedestrians to our local bus stops and other public transportation access points.

The City of Hendersonville formally commits to providing the necessary matching funds that are required for this project, if awarded. Our commitment will be as follows:

**Total Grant Request:** \$229,873

**Local Match Contribution:** \$66,354.88

The City of Hendersonville is prepared to manage these funds in compliance with all state, federal, and program regulations.



Signature of Designated Signatory

John Connet

Printed Name of Signatory

City Manager

Title of Signatory

1-14-26

Date Authorized

City of Hendersonville

Traffic Signal Engineering Division – Section 5310 Proposed Project Budget

A. Direct Labor

| Job Title  | Description of Tasks   | Hours Dedicated to Project | Hourly Rate | Total Cost         |
|--|--|----------------------------|-------------|--------------------|
| <b>Public Works Superintendent</b>                 | Executive oversight; policy guidance; approval of project actions; coordination with City leadership             | 80                         | \$41.00     | \$3,280.00         |
| <b>Traffic Signal Supervisor</b>                   | Project oversight; supervision of signal staff; coordination with NCDOT/FTA; compliance monitoring and reporting | 240                        | \$31.35     | \$7,524.00         |
| <b>Signal Systems Technician</b>                   | Installation, maintenance, and repair of traffic signal equipment supporting eligible transportation routes      | 360                        | \$29.26     | \$10,533.60        |
| <b>Traffic Operations Technician (2 positions)</b> | Field operations, signal timing adjustments, and system monitoring directly supporting project objectives        | 640 (320 × 2)              | \$28.00     | \$17,920.00        |
| <b>Administrative Support</b>                      | Timekeeping, documentation, reimbursement requests, and reporting directly related to the project                | 100                        | \$24.00     | \$2,400.00         |
| <b>Total Direct Labor</b>                          |  |                            |             | <b>\$41,657.60</b> |

---

**B. Fringe Benefits (City Standard Rate – 30%)**

| <b>Position</b>                | <b>Fringe Rate Total</b> |
|--------------------------------|--------------------------|
| All Direct Labor Positions 30% | <b>\$12,497.28</b>       |
| <b>Total Fringe Benefits</b>   | <b>\$12,497.28</b>       |

---

**C. Other Direct Operating Costs**

| <b>Item</b>  | <b>Unit Cost</b> | <b>Quantity</b> | <b>Total</b>     |
|--|------------------|-----------------|------------------|
| Signal Equipment (Interactive Audible Ped Button System, Video Vehicle, Ped Detection Systems) | \$28,303         | 6               | \$169,818        |
| Replacement Parts & Consumables  | \$5,000          | 1               | \$5,000          |
| Vehicle Fuel (project-related travel only)   | \$4.00           | 400 gallons     | \$1,600          |
| Vehicle Maintenance (allocated portion)  | \$1,000          | 1               | \$1,000          |
| Training / Certifications (signal systems)   | \$500            | 1               | \$500            |
| <b>Total Other Direct Costs</b>  |                  |                 | <b>\$173,518</b> |

---

**D. Administrative Costs (≤ 5%)**

| <b>Description</b>                                   | <b>Total</b>   |
|--|----------------|
| Direct administrative oversight and grant management | \$2,200        |
| <b>Total Administrative Costs</b>                    | <b>\$2,200</b> |

Administrative costs equal **approximately 3.4%** of the total project cost.

---

### **E. Budget Summary**

| <b>Category</b>            | <b>Total</b>        |
|----------------------------|---------------------|
| Total Direct Labor         | \$41,657.60         |
| Total Fringe Benefits      | \$12,497.28         |
| Total Other Direct Costs   | \$173,518           |
| Total Administrative Costs | \$2,200.00          |
| <b>Total Cost</b>          | <b>\$229,872.88</b> |

## **Operational Plan for Service Delivery**

**Project:** Installation of Video Detection System and Audible Pedestrian Push Buttons

---

### **1. Project Overview**

This operational plan outlines the methods, resources, and procedures for delivering installation services for traffic video detection systems and audible pedestrian push buttons at designated signalized intersections. The plan ensures safe, efficient, and compliant execution while minimizing impacts to traffic and pedestrians.

### **2. Service Area and Locations**

The service area for this project is focused within the City's downtown core and surrounding corridors, specifically:

- **Main Street corridor from 1st Avenue through 5th Avenue**
- **7th Avenue area, including the intersection of 7th Avenue and Ashe Street**

These locations represent high-volume pedestrian and vehicular activity areas and have been prioritized to improve detection accuracy, traffic operations, and pedestrian accessibility.

Installations will be performed at pre-approved signalized intersections within this service area, as confirmed by City staff. Work sequencing will be coordinated to minimize impacts to downtown traffic, businesses, and pedestrians.

**Attachment A:** Service Area / Route Map (Main Street 1st Ave–5th Ave and 7th Ave & Ashe St)

### **3. Scope of Services**

- Field verification of existing signal infrastructure, pedestrian facilities, and communications availability
- Contracting for and installation of **fiber optic cable and associated infrastructure** to provide reliable internet connectivity at each project location
- Coordination with internet service providers and utility owners as required
- Installation and configuration of video detection cameras
- Installation of audible pedestrian push buttons, including accessible features

- Integration of all equipment with existing traffic signal controllers and communications networks
- System testing, calibration, and fine-tuning
- Staff coordination and operational handoff

## **4. Installation Approach**

### **4.1 Pre-Installation Planning**

- Review signal plans, cabinet layouts, and power/communication availability
- Confirm equipment compatibility
- Schedule work to avoid peak traffic hours where feasible
- Notify City staff of planned work windows

### **4.2 Field Operations**

- Deploy certified traffic signal technicians to each site
- Establish work zones in accordance with MUTCD and NCDOT standards
- Always maintain a minimum 5-foot ADA-compliant pedestrian pathway
- Install equipment using manufacturer-recommended methods

### **4.3 Traffic and Pedestrian Safety**

- Temporary lane closures or shoulder work will use appropriate signage, cones, and flaggers
- Pedestrian detours will be clearly marked and ADA-compliant
- Audible pedestrian push buttons will be tested for clarity and volume compliance

## **5. Staffing and Roles**

- **Traffic Signal Supervisor:** Project oversight, coordination, and quality assurance
- **Signal System Technicians:** Equipment installation, wiring, and controller integration
- **Traffic Operations Technicians:** Field support, traffic control setup, and testing
- **Public Works Superintendent:** Executive oversight and interdepartmental coordination

## **6. Equipment and Materials**

- Video detection cameras and mounting hardware
- Audible pedestrian push buttons with accessible features
- Conduit, cabling, and connectors
- Bucket truck and service vehicles
- Traffic control devices (cones, signage, barricades)

## **7. Schedule and Sequencing**

- Installations will be completed on an intersection-by-intersection basis
- Average installation duration: **approximately 5 days per intersection**
- Final sequencing will be coordinated with City staff to minimize disruptions

## **8. Quality Control and Testing**

- Verify camera detection zones and accuracy
- Confirm pedestrian call registration and audible output
- Perform system diagnostics and controller checks
- Document final settings and configurations

## **9. Compliance and Standards**

All work will comply with:

- MUTCD requirements
- ADA accessibility standards
- NCDOT work zone requirements
- Manufacturer installation guidelines

## **10. Communication and Reporting**

- Daily coordination with City staff as needed
- Immediate notification of any field issues or conflicts
- Completion reports for each intersection

## **11. Risk Management and Contingencies**

- Weather delays will be communicated promptly
- Equipment failures will be addressed with spare components
- Traffic safety remains the top operational priority

## **12. Closeout and Documentation**

- As-built documentation provided upon completion
  - Operational overview and maintenance guidance
  - Final acceptance walkthrough with City staff
- 

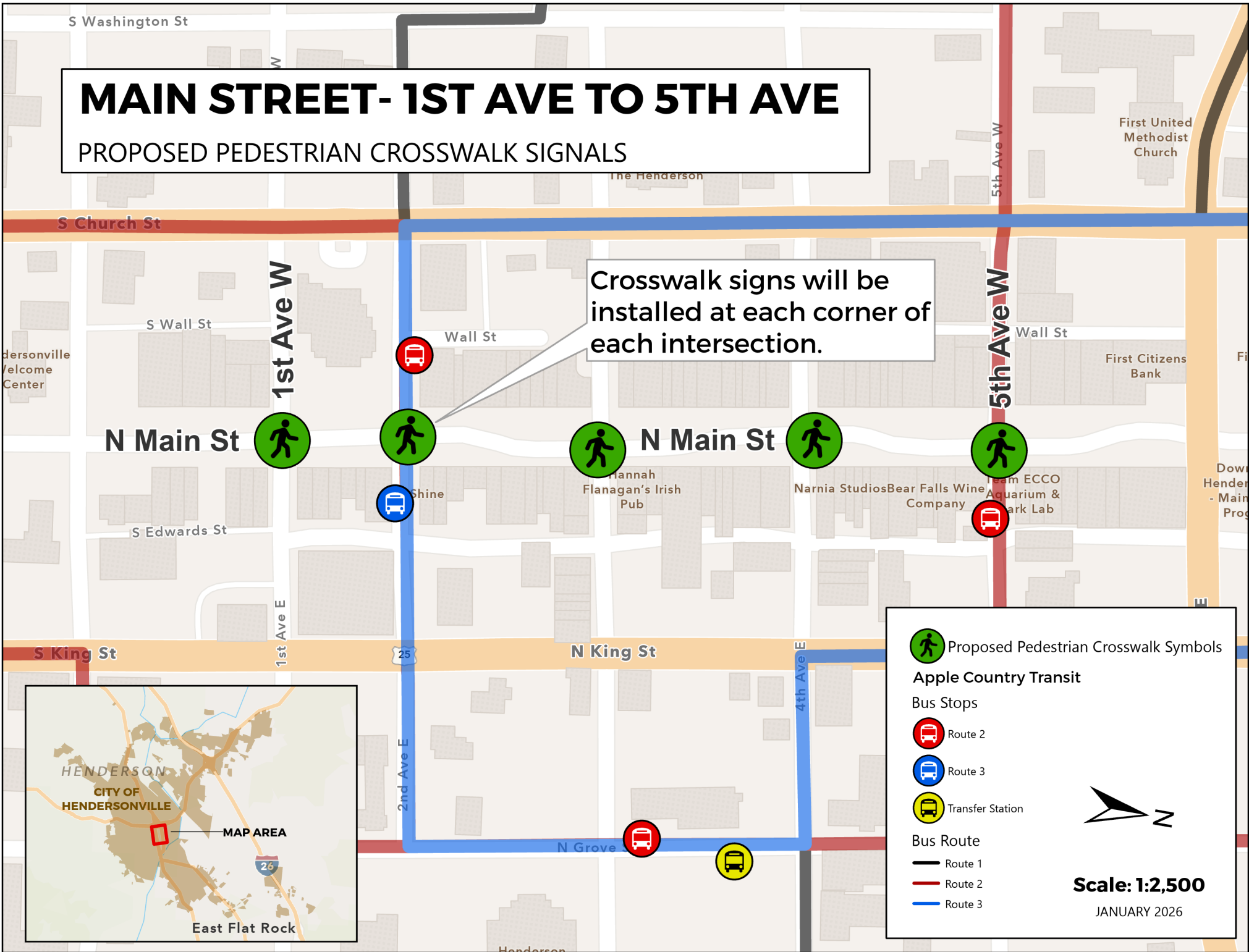
### **Attachments:**

- Attachment A: Service Area / Route Map
- Attachment B: Equipment Cut Sheets and Specifications
- Attachment C: Typical Work Zone Traffic Control Diagram

# MAIN STREET- 1ST AVE TO 5TH AVE

## PROPOSED PEDESTRIAN CROSSWALK SIGNALS

Crosswalk signs will be installed at each corner of each intersection.




 Proposed Pedestrian Crosswalk Symbols

**Apple Country Transit**


Bus Stops

 Route 2

 Route 3

 Transfer Station

Bus Route

 Route 1

 Route 2

 Route 3








**Scale: 1:2,500**


JANUARY 2026

# 7TH AVENUE E & ASHE ST

PROPOSED PEDESTRIAN CROSSWALK SIGNALS

Crosswalk signs will be installed at each corner of each intersection.

-  Proposed Pedestrian Crosswalk Symbols
- Apple Country Transit**
- Bus Stops**
-  Route 1
-  Route 2
- Bus Route**
-  Route 1
-  Route 2



**Scale: 1:1,500**  
JANUARY 2026



Standard:

1. When crosswalks or other pedestrian facilities are closed or relocated, temporary facilities shall be detectable and shall include accessibility features consistent with the features present in the existing pedestrian facility.
2. Curb parking shall be prohibited for at least 50 feet in advance of the midblock crosswalk.

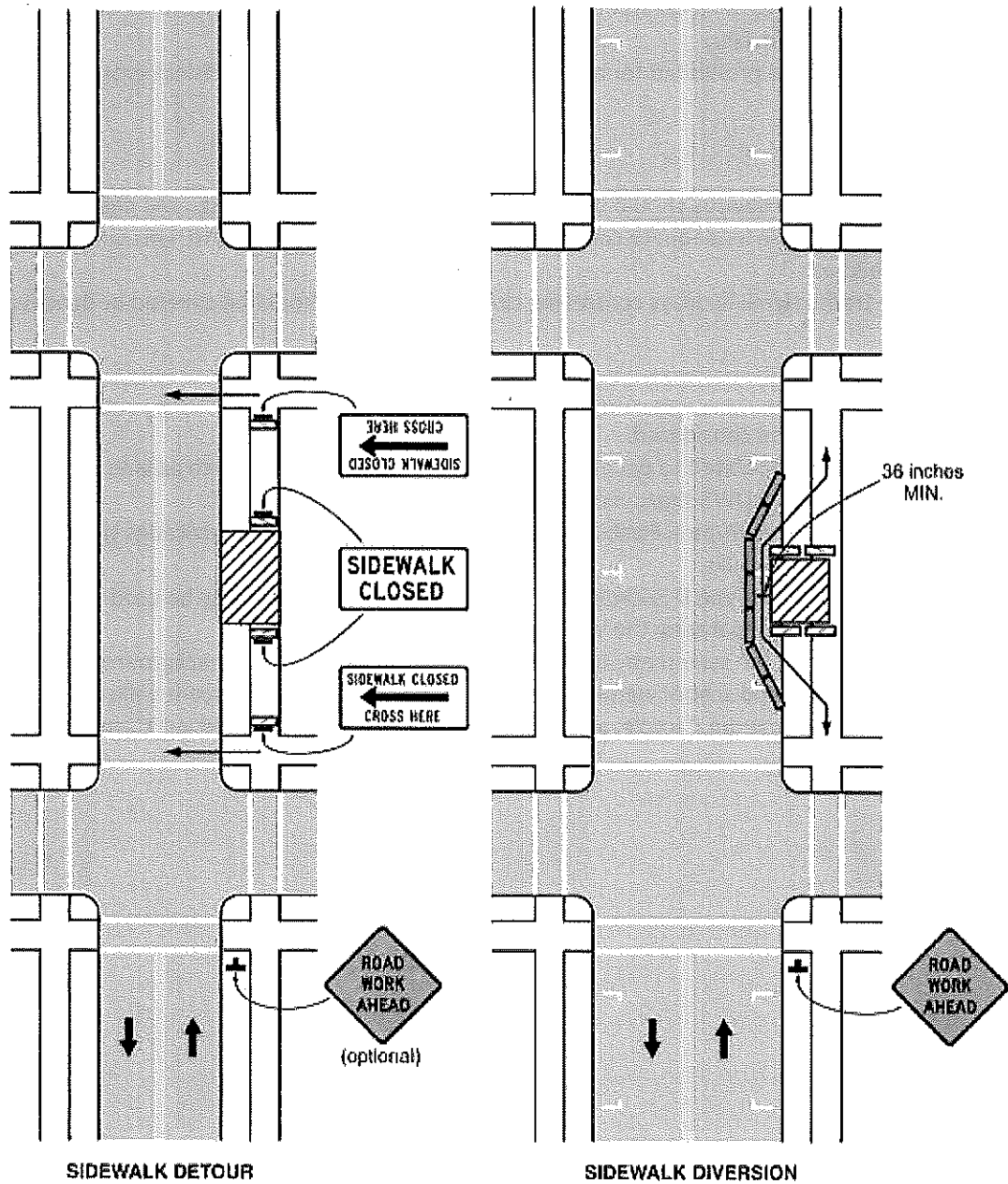
Guidance:

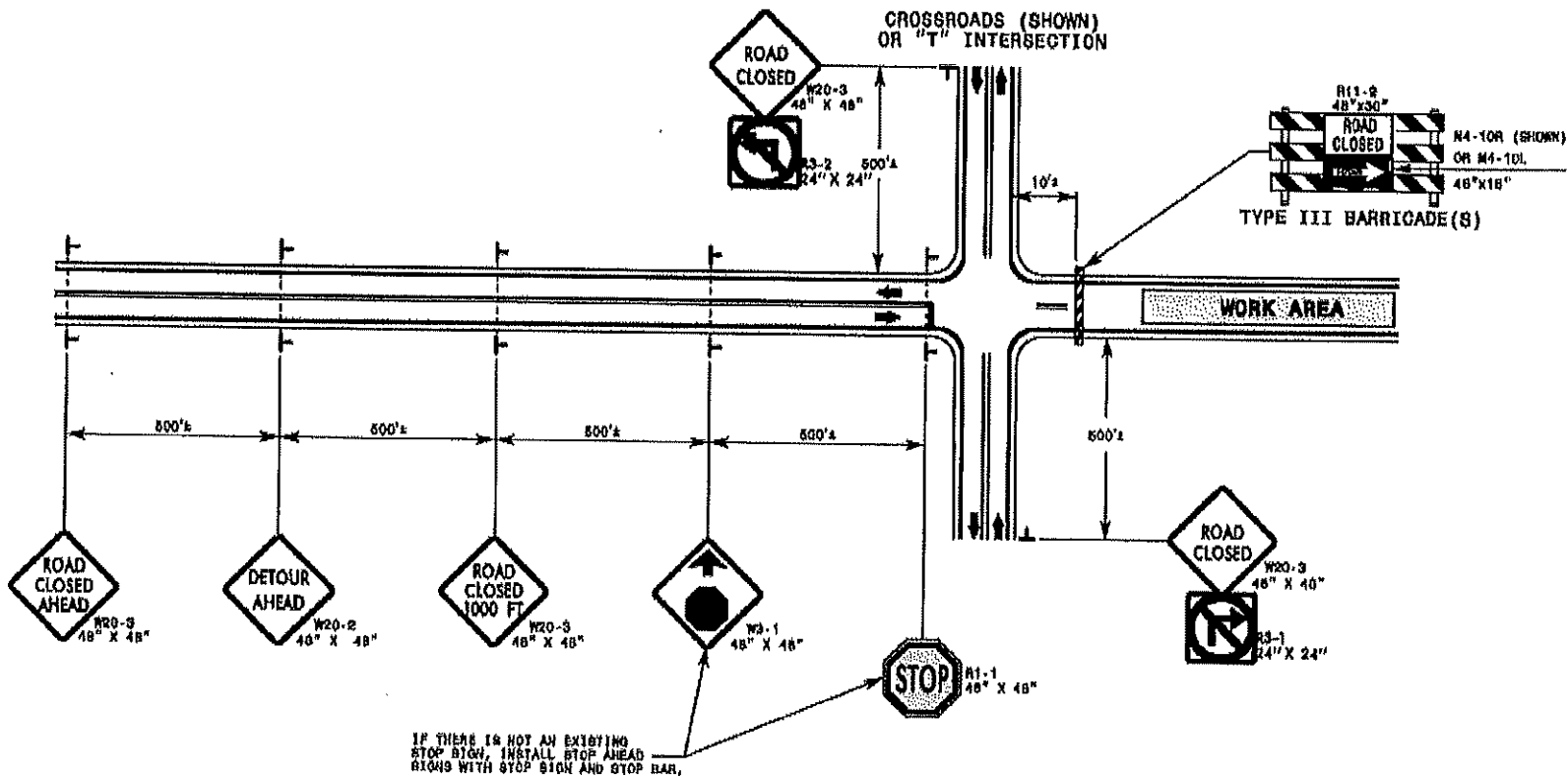
3. Audible information devices should be considered where midblock closings and changed crosswalk areas cause inadequate communication to be provided to pedestrians who have visual disabilities.
4. Pedestrian traffic signal displays controlling closed crosswalks should be covered or deactivated.

Option:

5. Street lighting may be considered.
6. Only the TTC devices related to pedestrians are shown. Other devices, such as lane closure signing or ROAD NARROWS signs, may be used to control vehicular traffic.
7. For nighttime closures, Type A Flashing warning lights may be used on barricades supporting signs and closing sidewalks.
8. Type C Steady-Burn or Type D 360-degree Steady-Burn warning lights may be used on channelizing devices separating the work space from vehicular traffic.
9. In order to maintain the systematic use of the fluorescent yellow-green background for pedestrian, bicycle, and school warning signs in a jurisdiction, the fluorescent yellow-green background for pedestrian, bicycle, and school warning signs may be used in TTC zones.

Figure 6H-28. Sidewalk Detour or Diversion (TA-28)





### GENERAL NOTES

- 1- IF NECESSARY USE THIS STD FOR CROSS-ROADS AS SHOWN OR FOR "T" INTERSECTIONS ON TWO-LANE, TWO-WAY AND MULTILANE UNDIVIDED AND DIVIDED ROADWAYS.
- 2- INSTALLATION OF DETOUR ROUTING PANELS, TEMPORARY ROUTE MARKERS, DESTINATION SIGNS, AND ANY NECESSARY MODIFICATIONS TO EXISTING OR PROPOSED REGULATORY OR WARNING SIGNS WILL BE MADE BY OTHERS (STATE OR CITY FORCES) UNLESS OTHERWISE DESIGNATED IN THE PLANS. A MINIMUM 21 CALENDAR DAY NOTICE IS REQUIRED TO BE PROVIDED TO STATE FORCES BEFORE A ROADWAY IS CLOSED TO TRAFFIC SUCH THAT THE NECESSARY PROVISIONS CAN BE MADE TO INSTALL DETOUR ROUTE SIGNS, AND TO INFORM LOCAL EMERGENCY AND LAW ENFORCEMENT PERSONNEL, SCHOOLS, OR ANY OTHER PARTIES AFFECTED BY THE ROAD CLOSURE.
- 3- INSTALL SIGNS BEFORE BARRICADES WHEN CLOSING THE ROADWAY TO TRAFFIC. REMOVE BARRICADES BEFORE SIGNS WHEN OPENING THE ROADWAY TO TRAFFIC. INSTALL/REMOVE SIGNS AND BARRICADES WITHIN THE SAME CALENDAR DAY.
- 4- POSITION BARRICADES SUCH THAT THE STRIPES ARE SLOPED DOWNWARD IN THE DIRECTION TOWARD WHICH TRAFFIC MUST TURN IN DETOURING.
- 5- USE PORTABLE SIGNS IF ROAD CLOSURE IS TO BE IMPLEMENTED FOR LESS THAN ONE DAY, OR FOR EMERGENCIES. IN THIS CASE, NO STOP BAR IS NECESSARY.

### LEGEND

- STATIONARY SIGN
- ← DIRECTION OF TRAFFIC FLOW