



# Cape Fear Public Transportation Authority

**MINUTES OF THE SPECIAL MEETING OF  
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY  
January 28, 2010  
Mr. Don Betz, Chair, Presiding**

**MEMBERS PRESENT**

Mr. Don Betz, Chairman  
Mr. George Dolan, Vice Chairman  
Mr. Andrew Koepfel, Secretary  
Mr. Henry Adams  
Mr. Jonathan Barfield  
Ms. Laura Padgett  
Mr. David Scheu

**MEMBERS NOT PRESENT**

Mr. Euran Daniels

**STAFF PRESENT**

Mr. Albert Eby, Executive Director

**CALL TO ORDER**

- Chairman Betz called the meeting to order at 11:05 am
- Mr. Betz recognized Mr. Eby to lead the discussion about the *Wave Transit Organizational Structure and Analysis*
- After discussing the report, it was determined that an additional meeting was needed to conclude the discussion
- A motion was made by Mr. Koepfel to continue the meeting until 11:00 am on February 25, 2010
- The motion was seconded by Mr. Dolan
- No action was taken on the report or any of the items discussed during the special meeting
- The motion to continue the meeting until February 25, 2010 at 11:00 am carried unanimously

Respectfully submitted,

Albert Eby  
Executive Director  
/ae



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## **MEMBERS PRESENT**

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Mr. George Dolan, Vice Chairman  
Mr. Andrew Koepfel, Secretary  
Mr. Henry Adams  
Mr. Jonathan Barfield  
Ms. Laura Padgett  
Mr. Jeff Petroff  
Mr. David Scheu

## **MEMBERS NOT PRESENT**

Mr. Euran Daniels

## **STAFF PRESENT**

Mr. Albert Eby, Executive Director  
Mr. Matthew Kunic, Planner  
Ms. Kathy Williams, Administrative Assistant

## **CONTRACT MANAGEMENT STAFF PRESENT**

Mr. Andrew Olsen, Attorney  
Mr. Irvin Cure, Interim General Manager, Veolia Transportation

## **GUESTS PRESENT**

Mr. Joshua Mello, Wilmington Metropolitan Area, MPO  
Mr. Jeff Bellows  
Mr. Nick Joseph, Hunters Trail Property  
Mr. Charles Craft, CPA, Partner, Lanier, Whaley, Craft & Co,  
Mr. Ricky Meeks, Citizen

## **CALL TO ORDER**

- Chairman Betz called the meeting to order at 12:13 pm
- Mr. Betz opened the meeting with a moment of silence

## **CONSENT AGENDA**

- Mr. Betz announced the new appointments to the board
- Mr. Jeff Petroff was appointed by the New Hanover County Commissioners
- Two additional appointments by the city and county were pending notification of the new members by the city and county clerk's offices
- Mr. Betz presented the January consent agenda
- Mr. Betz stated he requested that staff update the policy manual to include the board member travel policies
- The change would require board members to adhere to the same travel policies as staff
- Ms. Padgett made a motion to accept the consent agenda
- Mr. Dolan seconded

- Mr. Koeppel inquired about the previous work of artist Dumay Gorham
- Mr. Eby stated that Mr. Gorham was a well respected local artist who has sculptures around the city including the new Seahawk in front of UNCW
- Mr. Scheu inquired about the ownership and funding of the sculpture
- Mr. Eby stated that the funding will come from the facility project budget and it will become a permanent fixture owned by the authority
- Mr. Betz called for a vote and the motion to pass the consent agenda carried unanimously

#### **PUBLIC COMMENT**

- Mr. Betz opened the public comment period
- Mr. Joseph stated that he was concerned about interruption of service and road closings near his properties during the Wave Station construction project
- Mr. Joseph stated that he would like to be notified if there are any road closings or interruption of service y so that he could inform his tenants
- Mr. Meeks gave a brief overview of his trip to Charleston, SC and his bus experience
- Mr. Meeks would like to see more shelters at bus stops
- Mr. Betz recognized former Wave Transit Chairman Mr. Jeff Bellows

#### **FISCAL YEAR 2008-09 AUDIT REPORT**

- Mr. Betz recognized Mr. Craft to present the audit report for FY 2008-2009
- Mr. Craft stated the his firm has issued an unqualified opinion
- Mr. Craft stated that is the highest opinion that independent auditors can render
- Mr. Craft briefly explained the audit report and financial statement
- Mr. Craft read from a letter to the authority from the NC Local Government Commission about the financial statement
- Mr. Eby stated that staff had not received a copy of the letter but would respond to the LGC as requested upon receipt
- Mr. Barfield inquired as to how the audit changed from the previous year
- Mr. Craft stated that there was an improvement in cash flow
- Mr. Koeppel asked Mr. Craft if their firm would submit a letter stating that the cash flow issue are improving so that it could be shown to the city and county elected officials
- Mr. Betz stated that all committee reports are suspended until February 25, 2010

#### **STAFF REPORT**

- Mr. Betz recognized Mr. Eby to present the staff report
- Mr. Eby stated that the American Recovery & Reinvestment Act has had some unappropriated funds that the authority was applying for
- Mr. Eby stated that the \$139K would be appropriated to operating assistance for FY 2009
- Some of the funds would be used to provide additional staff training
- Mr. Eby stated that the search for a finance officer has been narrowed to eleven applicants
- He stated that Finance Committee Chairman Mr. Dolan was assisting in the interview and hiring process
- Mr. Eby thanked Mr. Kincaid for serving as the interim finance officer
- Mr. Eby stated that on Friday, March 5, 2010 Senator Kay Hagan will be speaking at the Wilmington Downtown Incorporated annual spring luncheon
- Mr. Eby inquired about the Authority sponsoring a table at the luncheon for \$1,000.00
- The sponsorship included eight tickets to the event
- Ms. Padgett stated that the Authority should be represented at the luncheon
- Mr. Barfield made a motion to sponsor a table for \$1,000.00
- Ms. Padgett seconded and carried unanimously

- Mr. Dolan stated that the funds would come from the Marketing budget

#### **GROUNDBREAKING CEREMONY**

- Meeting was continued for travel to the site of the new Wave Station
- Mr. Betz gave a brief overview of the Authority's journey from planning of the facility to the groundbreaking ceremony
- Mr. Betz asked for a motion to enter into a contract with J.M. Thompson Co. of Cary, NC to construct Wave Station
- Mr. Koeppel made a motion to enter into the contract
- Ms. Padgett seconded and the motion carried unanimously
- The board undertook a ceremonial groundbreaking for the new facility

#### **SCHEDULING OF NEXT MEETING**

- Hearing no further business, the chairman asked for a motion to adjourn
- The motion was made by Mr. Dolan, seconded by Mr. Koeppel and carried unanimously
- The Authority's next meeting is scheduled for Thursday, February 25, 2010 at 12:00 pm in the Castle Street Board Room

Respectfully submitted,



Albert Eby  
Executive Director  
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