



Cape Fear Public Transportation Authority

**MINUTES OF THE
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY
February 25, 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
Mr. Chris Hawkins
Ms. Laura Padgett
Mr. Jeff Petroff
Mr. David Scheu

MEMBERS NOT PRESENT

Mr. Euran Daniels
Ms. Linda Pearce

STAFF PRESENT

Mr. Albert Eby, Executive Director
Mr. Mike Kincaid, Interim Finance Director
Mr. Arthur Cottrill, Director of Finance & Administration
Ms. Kathy Williams, Administrative Assistant

CONTRACT MANAGEMENT STAFF PRESENT

Mr. Andrew Olsen, Attorney
Mr. Irvin Cure, Operations Manager, PTM/Veolia

GUESTS PRESENT

Mr. Joshua Mello, Wilmington Metropolitan Area MPO
Mr. Nick Joseph, Rep. Hunters Trail Property
Mr. Dumay Gorham, Artist

CALL TO ORDER

- Chairman Betz called the meeting to order at 12:05 pm
- Mr. Betz opened the meeting with a moment of silence
- Mr. Betz recognized the new board members
- Mr. Betz recognized Mr. Eby to introduce Mr. Cottrill, Director Finance and Administration
- Mr. Eby thanked Mr. Kincaid for filling in as the interim Finance Director

CONSENT AGENDA

- Mr. Betz presented the February 25, consent agenda
- Mr. Koepfel inquired about the letter he requested from the auditor about the authorities improving financial conditions
- Mr. Eby stated that the audit firm was looking into liability issues with issuing an instrument outside of the scope of their contract

- Mr. Betz suggested using the letter explaining the steps taken/planning to improve the authorities financial standings
- Ms. Padgett agreed with Mr. Betz in using the letter and also attaching the letter stating the authority has passed the audit
- Mr. Barfield made a motion to accept the February 2010 Consent Agenda
- Mr. Adams seconded and the motion carried unanimously

PUBLIC COMMENT

- Mr. Betz opened the public comment period
- Hearing no comment, Mr. Betz closed the public comment period

PRESENTATION OF WAVE STATION PUBLIC ART

- Mr. Betz recognized Mr. Gorham to present the public sculpture model for Wave Station
- Ms. Padgett stated that the facilities committee recommend approval of the public sculpture that will be on display in front of the new facility
- The motion carried unanimously

EXECUTIVE COMMITTEE

- Mr. Betz stated the committee did not meet
- Mr. Betz suggested Mr. Hawkins stay on the planning committee, Mr. Petroff be appointed to the facilities committee and the Executive Director contact Ms. Pearce regarding a committee
- Mr. Betz stated any members interested in attending the WDI luncheon on March 5, 2010 at the Hilton at 11:30 am honoring Senator Kay Hagen to please let Mr. Eby know
- The authority will be sponsoring a table

PLANNING COMMITTEE

- Mr. Betz recognized Mr. Adams to present the planning committee report
- Mr. Adams stated that Cape Fear Hospital donated \$1,200 towards a bench/shelter at their location on Wrightsville Ave
- Mr. Adams stated that Brunswick County has been speaking with staff on how to provide more transportation around Brunswick County
- Ms. Padgett stated that the lights at the mall bus stop looks like they are out
- Mr. Eby stated staff would investigate
- Mr. Adams stated that route 205 is still waiting for the contract from NCDOT
- Mr. Adams stated that shelters and benches are still being installed and/or refurbished and the committee is still speaking with businesses in regards to sponsoring benches/shelters

FINANCE & BUDGET COMMITTEE

- Mr. Betz recognized Mr. Dolan to present the financial committee report
- Mr. Dolan stated that the authority is currently \$120,000 under budget for FY 2010
- Mr. Dolan stated that an additional \$139,000 in ARRA operating funds is expected to be available before the March meeting
- Mr. Dolan stated the authority should receive a resolution regarding an outstanding payable to the city prior to the March meeting
- Mr. Dolan presented a motion from the committee to increase the contract with Mr. Kincaid up to an additional \$2,500 for financial consulting
- The motion carried unanimously
- Mr. Dolan sought feedback from the board for approval of matching funds from the authority towards a \$50,000 feasibility study the proposed downtown streetcar of 50% to a maximum of \$25,000

- The remaining 50% would be solicited from donors by the ad-hoc streetcar committee and collected by the Wilmington Railroad Museum, a 501c3 corporation
- Mr. Koeppel inquired about the input of downtown businesses regarding the fixed rail feasibility and if they would be willing to donate towards the \$50,000
- Mr. Barfield suggested meeting with businesses and downtown entities to inquire about their interest in the fixed rail feasibility study
- Mr. Betz made a motion to continue the discussion of the study until March meeting
- Ms. Padgett seconded and carried unanimously

FACILITIES COMMITTEE

- Mr. Betz recognized Ms. Padgett to give the facilities committee report
- Ms. Padgett stated that Cando Street is now complete and is in the process of being conveyed to the City of Wilmington

STAFF REPORT

- Mr. Betz recognized Mr. Eby to present the staff report
- Mr. Eby stated that a \$150B jobs bill passed the House which was passed by the Senate at \$15B
- The differences in the bills would be worked out in conference
- Mr. Eby stated he will be in Washington the early part of March and will meet with Congressman McIntyre and Senator Hagan to inquire about obtaining dedicated funding for the maintenance facility for around six million dollars
- Mr. Eby sought approval of the of the proposed organizational chart and permission to fill the positions of Directors of Operations and Safety and Training Manager
- Mr. Dolan made a motion to approve the proposed organizational chart and permission to fill the positions of Directors of Operations and Safety and Training Manager
- Mr. Koeppel seconded and carried unanimously
- Mr. Eby stated that he has submitted the authority's 1201C report to congress stating that 5.1 jobs were created or saved in the first quarter of fiscal year 2010 using ARRA funding awarded
- Mr. Eby stated that an FTA ARRA compliance review was scheduled for March
- Mr. Dolan made a motion to approve the continuation of the authority's 401K program to new employees as currently adopted authorizing up to a 4.5% match
- Ms. Padgett seconded and carried unanimously
- Mr. Betz stated that the authority should prepare for the evaluation of the Director before the new budget

NEW/OLD BUSINESS

- Hearing no new or old business, Mr. Betz made a motion to adjourn
- Mr. Dolan seconded and the motion carried unanimously

SCHEDULING OF NEXT MEETING

- The Authority's next meeting is scheduled for March 25, 2010 at 12:00 pm in the Castle Street Board Room

Respectfully Submitted,



Albert Eby
Executive Director
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