



Cape Fear Public Transportation Authority

**MINUTES OF THE
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY
July 23, 2009
Mr. Don Betz, Chairman, Presiding**

MEMBERS PRESENT

Mr. Don Betz, Chairman
Mr. George Dolan, Vice Chairman
Mr. Andrew Koepfel, Secretary
Mr. Henry Adams
Mr. William Bryden
Mr. Euran Daniels
Ms. Christine McNamee
Mr. David Scheu

MEMBERS NOT PRESENT

Ms. Laura Padgett
Mr. Jonathan Barfield

STAFF PRESENT

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

CONTRACT MANAGEMENT STAFF PRESENT

Mr. Andrew Olsen, Attorney
Mr. Irvin Cure, Interim General Manager, PTM
Mr. Thomas Molina, Para Transit Supervisor, PTM
Mr. Bobby Hunter, Operations Supervisor, PTM

GUESTS PRESENT

Mr. Joshua Mello, Associate Transportation Planner, Wilmington Urban Area MPO
Mr. Howard Capps, MPO Citizens Advisory Committee
Mr. David Campbell, Transystems
Ms. Vicki Steele, Southeastern Mental Health
Mr. Ricky Meeks, Citizen

CALL TO ORDER

- Chairman Betz called the meeting to order at 12:00 pm
- Mr. Betz opened the meeting with a moment of silence

CONSENT AGENDA

- Mr. Betz presented the July 23, 2009 consent agenda
- Mr. Bryden made a motion to accept the July 23, 2009 consent agenda
- Ms. McNamee seconded and the motion carried unanimously

PUBLIC COMMENT

- Mr. Betz opened the public comment period

- Mr. Meeks of 3610 Caswell St. wanted to thank the authority for the bench at Stein Mart and for the free fare/alternative transportation day
- Mr. Meeks requested have free fares on Election Day

PRESENTATION BY MPO CITIZENS ADVISORY COMMITTEE

- Mr. Eby recognized Mr. Howard Capps to discuss the region's long range transportation plans concerning public transportation
- Mr. Capps briefly described the long range transportation plan questionnaire
- Mr. Capps sought for feedback from the board to report back to the CAC and the Transportation Advisory Committee
- Mr. Dolan asked if any of the questions from the survey pertained to public transportation
- Mr. Mello stated that there were several questions about transit and many of the comments included with the surveys were supportive of improved transit service

EXECUTIVE COMMITTEE

- Mr. Betz gave the Executive Committee report
- Mr. Betz stated that due to changes at Southeastern Mental Health, Ms. Mair had resigned from the board
- The city and county had been notified and a replacement would be considered
- Mr. Betz stated that Ms. Vicki Steele from Southeastern Mental Health had expressed interest in the position and would be sitting in on a few meetings while the City and County choose another person
- Mr. Betz presented the breakdown of the committees and asked anyone who may have questions or comments to let him know
- Mr. Betz suggested that the Finance committee consist of Mr. Dolan (chair), Mr. Daniels, Mr. Scheu and Chairman Betz
- The Route and Marketing merge into the Planning Committee consisting of Mr. Adams (chair), Mr. Koeppel and the vacant human services representative position once it is filled
- Facilities committee be led by Ms. Padgett (chair), Ms. McNamee, Mr. Bryden and Mr. Barfield
- If members had comments or concerns about the assignments, Mr. Betz asked that they contact him
- A final committee assignment listing will be included with the August 27th board agenda packet

ROUTE COMMITTEE

- Mr. Betz recognized Mr. Koeppel to give the report for the route committee
- Mr. Koeppel stated that the repairing and replacing of benches/shelters has begun
- He also stated that the committee was still waiting for NCDOT to approve the New Freedom Funds for the route 502
- Mr. Kunic stated that Pender County will begin the new Pender County Connector within the next two weeks
- Mr. Kunic explained that the Pender Connector is a shuttle that connects with the Castle Hayne Shuttle at Cape Fear Community College North College four times a day
- Mr. Betz stated that there should be back up plans if the connections are late

MARKETING COMMITTEE

- Mr. Betz presented the committee report
- Mr. Betz stated that the committee has condensed two ads into one that will be advertising the real time bus tracking
- Mr. Betz stated that the committee is receiving funds from the Peck Agency for advertising
- Mr. Kunic gave an update on Alternative Transportation Day
- Mr. Kunic stated that the free fare day went very well and there were some new riders

FINANCE COMMITTEE

- Mr. Betz recognized Mr. Dolan to give the committee report
- Mr. Dolan stated the FY 08-09 audit was underway
- Mr. Eby stated that staff projects that the FY 08 deficit would be eliminated and a small fund balance was expected following preparation of the financial report
- Mr. Dolan stated that the authority has received a letter from the Local Government Commission inquiring about the FY 08 deficit
- The authority was preparing to send a letter addressing their questions and each member will receive a copy of the letter

FACILITIES COMMITTEE

- Chairman Betz recognized Ms. McNamee to give the committee report
- Ms. McNamee recognized Mr. Campbell to present the proposed preliminary facility design plan
- Mr. Campbell briefly gave a presentation of the new facility design
- Mr. Campbell stated that there will be multiple meetings within the next few months to prepare for the final facility bid by December 4, 2009
- Ms. McNamee presented a recommendation from the committee that the authority award a contract for the construction of Cando Street to Wells Brothers Construction Co. Inc. for \$524,500
- No second was needed and the motion carried unanimously
- Mr. Eby stated that the estimate for the Cando Street construction was below engineering estimates and staff and the authority's consulting engineer were pleased with the number of bids
- Mr. Eby said that the project would provide sufficient stormwater retention for Cando Street as well as the facility
- Mr. Eby also said that the project was being funded by the American Recovery and Reinvestment Act of 2009 (ARRA)(stimulus) which is 100% FTA funded
- Construction would begin within ten days of the contractor finalizing their bid bond

STAFF REPORT

- Chairman Betz recognized Mr. Eby to present the staff report
- Mr. Eby's first item was a purchase order to Motorola in the amount of \$79,407.92 to replace the analog radios with digital radios in 35 vehicles and 3 hand held radios
- Mr. Eby stated that the price per radio, including installation, is \$1,884.10 and that funding has 100% funding was provided by ARRA
- The project was critical since NHC was converting their 800Mhz radio system from analog to digital
- Mr. Eby stated that although the radios were purchased from the state contract the project was \$29,000 over original budget estimates
- Funding for the overage would be from a reduction in the maintenance facility design project in ARRA
- Mr. Koeppel made a motion to approve the purchase order and amend the grant as recommended by staff
- Mr. Bryden seconded and the motion carried unanimously
- Mr. Eby gave an update on the American Recovery and Reinvestment Act
- Mr. Eby stated that the grant had been approved and projects funded by ARRA were moving forward
- Mr. Eby updated the board on the status of the SAFTEA-LU which is scheduled to expire Sept. 30, 2009
- Mr. Eby said that legislators in Washington were considering an 18 month extension of the bill

- Mr. Eby stated that he is scheduled to join a coalition of Wilmington Chamber of Commerce members in September in DC to talk about issues including the expiration of SAFTEA-LU and the next transportation bill
- Mr. Eby stated that the State House of Representatives had passed HB 148 and the accompanying S151 was stalled in the senate which had been focused on the budget
- Mr. Eby stated that the bill will allow transit agencies statewide to have a ¼ sales tax referendum and/or a \$7.00 vehicle registration fee in which could be implemented by the County Commissioners

OLD/NEW BUSINESS

SCHEDULING OF NEXT MEETING

- Hearing no further business, Mr. Dolan made a motion to adjourn the meeting, Ms. McNamee seconded and the motion carried unanimously
- The next meeting of the authority is scheduled for August 27, 009 at 12:00 pm in the Castle Street Conference Room

Respectfully Submitted,



Albert Eby

Director

/kw