



Cape Fear Public Transportation Authority

**MINUTES OF THE
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY
September 24, 2009
Mr. Don Betz, Chair, Presiding**

MEMBERS PRESENT

Mr. Don Betz, Chairman
Mr. George Dolan, Vice Chairman
Mr. Andrew Koepfel, Secretary
Mr. Johnathan Barfield
Mr. William Bryden
Mr. Euran Daniels
Ms. Christine McNamee
Ms. Laura Padgett

MEMBERS NOT PRESENT

Mr. Henry Adams
Mr. David Scheu

STAFF PRESENT

Mr. Albert Eby, Director
Ms. Cathy Beasley, Finance 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. Chris Langemayer, PTM

GUESTS PRESENT

Mr. Ricky Meeks, Citizen
Mr. Chris Hawkins, Citizen
Mr. Dan Lyons, TranSystems
Mr. David Campbell, TranSystems
Ms. Megan Toothman, Communities in Schools
Mr. Pat Gannon, Wilmington Star News
Ms. Joy Walker, Tri County Homeless Agency
Mr. Frank Roberts, Tri County Homeless Agency
Mr. John Richardson, Daimler Bus North America

CALL TO ORDER

- Chairman Betz called the meeting to order at 12:03 pm
- Mr. Betz opened the meeting with a moment of silence

CONSENT AGENDA

- Mr. Betz presented the September 24, 2009 consent agenda
- Ms. Padgett made a motion to accept the September 24, 2009 consent agenda

- Mr. Barfield seconded and carried unanimously

PUBLIC COMMENT

- Mr. Betz opened the public comment period
- Ms. Toothman from Communities in Schools after school program was requesting a donation of 50-100 student bus passes
- Ms. Toothman stated that the bus passes would provide transportation for an after school program that tutors students
- Ms. Toothman said that the donation of the passes would provide transportation for the students as well as a teaching tool for future bus riders
- She also stated that cuts in transportation services provided by New Hanover County Schools had limited their ability to get students to the center to access the program
- Mr. Koeppel suggested Ms. Toothman put a specific request for donated bus passes in writing
- Ms. Padgett asked staff to again look into setting up a fund with the Community Foundation to deal with requests for free or discounted passes
- Mr. Eby stated that when staff looked into the issue in the past, a minimum balance was required
- Ms. Padgett asked staff to investigate if this requirement could be waived
- Mr. Roberts from the Tri County Homeless Agency requested donations of 50 or more discounted or free one ride bus passes for an upcoming homeless standown
- Mr. Roberts stated that the bus passes will be given to the veterans on April 22, 2010
- Mr. Roberts stated that he would send his request in writing
- Hearing no further comment, Mr. Betz closed the public comment period

EXECUTIVE COMMITTEE

- Mr. Betz gave the Executive report
- Mr. Betz stated that the committee met to hear the appeal by Daimler Bus of the decision of the authority's protest committee denying Daimler's protest of IFB 09-06
- The committee presented the board with the final decision of authority denying the appeal by Daimler Bus
- Mr. Betz stated that the committee voted unanimously to deny the appeal
- The committee made a motion to deny the appeal of Daimler Bus and affirm the decision of the authority Protest Committee
- No second was required and the motion carried unanimously
- Mr. Betz asked Mr. Eby for an update to the organizational analysis study
- Mr. Eby stated the analysis was on schedule for completion in November

PLANNING COMMITTEE

- Mr. Betz recognized Mr. Kunic to give the report for the Planning Committee
- Mr. Kunic stated that benches and shelters are still being refurbished and/or installed as right of way encroachments are granted
- Mr. Kunic stated that there is still no word from NCDOT about the 5317 funds for route 205
- Mr. Dolan Inquired about routes 204 & 207 because these routes have a higher cost per passenger than the other routes
- Mr. Dolan requested that the committee look into suggestions to bring in more revenue on these routes
- Mr. Meeks suggested having routes 204 & 207 on the weekends

FINANCE COMMITTEE

- Mr. Betz recognized Mr. Dolan to give the committee report

- Mr. Dolan stated that UNCW reduces service during the summer and that effects the passenger figures outlined on the summary sheets
- Mr. Dolan stated that an error in the workman's compensation premium resulted in an unpaid balance of up to \$203,000 from FY 2009
- Mr. Dolan stated that after the error was brought to the attention of staff, the authority took steps to acquire coverage for contract employees through NCACC
- This would allow the authority to ensure that premiums were being paid correctly and prevent similar errors from occurring in the future
- Mr. Eby stated that Mr. Cure is currently seeking information from Traveler's Insurance to how PTM came up with the figure of the unpaid balance of \$203,000
- Ms. Padgett inquired about the figures Traveler's Insurance used to underwrite last year's workman's comp policy
- Mr. Cure briefly explained how the workman's comp issue began with Traveler's Insurance
- Mr. Dolan's last statement was that cash flow is currently tight
- Mr. Barfield inquired on the status of installing benches and shelters at more locations
- Mr. Kunic stated that staff is currently speaking to private businesses about purchasing benches/shelters for their locations
- Mr. Kunic also stated that because of DOT right of way and/or ADA regulations not all bus stops can have a bench or shelter

FACILITIES COMMITTEE

- Chairman Betz recognized Ms. Padgett to give the committee report
- Ms. Padgett stated that the Cando Street construction project is underway and is currently on time and under budget
- Ms. Padgett recognized Mr. Campbell to give an update on the design of Wave Station
- Mr. Campbell presented the board with a 65% facility design
- Mr. Campbell stated that the facility will be environmentally friendly
- Ms. Padgett stated that the committee had met with TranSystems and requested some changes to the design layout, specifically the availability of restroom facilities
- Mr. Campbell stated that the architects would make the recommended changes and report back to the committee
- Mr. Campbell stated that the final design was on schedule to be completed by the end of the calendar year

STAFF REPORT

- Chairman Bryden recognized Mr. Eby to present the staff report
- Mr. Eby stated that staff is currently seeking funds for the new maintenance and operations facility
- Ms. Padgett suggested that the authority hold a forum for the County Commissioners to explain how transit can assist with relieving the congestion in the city
- Mr. Eby updated the board on a recent legislative trip to Washington DC with the Wilmington Chamber of Commerce

NEW BUSINESS

- Mr. Betz recognized Mr. Bryden to present an update on a proposed streetcar initiative in downtown
- Mr. Bryden is requesting the authority allocate \$45,000 in ARRA funds to conduct feasibility study of a steel wheel trolley in downtown Wilmington
- Mr. Eby stated that the authority could move \$45,000 of ARRA from the operations/maintenance facility design project if the board chose to

- Mr. Eby stated that this financial move could reduce design of the operations and maintenance facility below 100%
- Ms. Padgett suggested Mr. Eby meet with NCDOT to discuss the idea before moving further into the project
- Mr. Betz made a recommendation for staff to proceed to identify the allocation of funds to develop an RFQ for the study
- Ms. Padgett made a motion to appoint an ad-hoc committee to study the proposed project and for Mr. Bryden to chair the committee
- Mr. Barfield questioned if the county had been apprised of the proposed streetcar
- Mr. Bryden stated that they had not
- Mr. Barfield suggested Mr. Bryden make a presentation to the commissioners about the initiative
- Mr. Koeppel seconded the motion seven in favor, one against (Mr. Barfield)
- The motion carried

SCHEDULING OF NEXT MEETING

- Hearing no further business, Mr. Betz made a motion to adjourn the meeting Mr. Koeppel seconded and carried unanimously
- The Wave Transit Authority's next board meeting is scheduled for October 22, 2009 at 12:00 pm in the Castle Street Board Room

Respectfully Submitted,



Albert Eby

Director

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