



# Cape Fear Public Transportation Authority

**MINUTES OF THE  
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY  
November 19, 2009  
Mr. George Dolan, Vice-Chair, Presiding**

**MEMBERS PRESENT**

Mr. George Dolan, Vice Chairman  
Mr. Andrew Koeppel, Secretary  
Mr. Henry Adams  
Mr. Johnathan Barfield  
Mr. William Bryden  
Ms. Laura Padgett

**MEMBERS NOT PRESENT**

Mr. Don Betz, Chairman  
Mr. David Scheu  
Mr. Euran Daniels  
Ms. Christine McNamee

**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. Irving Cure, General Manager, PTM

**GUESTS PRESENT**

Mr. Ricky Meeks, Citizen  
Mr. David Campbell, Transystems  
Mr. Joshua Mello, Wilmington Metropolitan Area, MPO  
Mr. Pat Gannon, Starnews

**CALL TO ORDER**

- Vice-Chairman Dolan called the meeting to order at 12:16 pm
- Mr. Dolan opened the meeting with a moment of silence

**CONSENT AGENDA**

- Mr. Dolan presented the November 19, 2009 consent agenda
- Mr. Koeppel inquired about the delivery date of the 4 vehicles purchased
- Mr. Eby stated that delivery is expected in December 2009
- Mr. Barfield made a motion to accept the November 19, 2009 consent agenda
- Ms. Padgett seconded and carried unanimously

**PUBLIC COMMENT**

- Mr. Dolan opened the public comment period

- Mr. Meeks stated that he was involved in a minor accident on the bus on November 18, 2009 and emergency personnel acted quickly

### **FACILITIES COMMITTEE**

- Mr. Dolan recognized Ms. Padgett to give the committee report
- Ms. Padgett presented two change orders for the Cando Street extension project totaling \$36,000
- Ms. Padgett stated even with the changes of one of the change orders that still comes under budget
- Ms. Padgett stated that as-built water and stormwater lines in the area were not installed or inspected properly by the Costco developer
- Ms. Padgett stated that a stormwater pipe was installed on top of the water pipe and must be reversed before the authority is allowed to tie into the water line
- Ms. Padgett stated this error will cost the Authority \$14,395.39 to fix
- Ms. Padgett stated that the committee and staff are troubled by the lack of oversight on the original Costco project that led to the problem and possible claims against the responsible parties were being investigated
- Mr. Olsen stated that he had discussed the issue with City Attorney Tom Pollard and immediate relief was not available
- Ms. Padgett presented a second change order transferring approximately 4,500 cubic yards of soil from Cando Street to the Division Dr. site in the amount of \$21,604.61
- The soil from the Cando Street project is of a very high quality and the Division Drive soil is poor quality
- The change will prevent the authority from having to purchase expensive fill for the operations and maintenance facility
- There were also deductions in the contract in the amount of \$8,235.80 for reduced curbing, sidewalks and retention pond lining
- Ms. Padgett stated that the changes would require an increase to the contract end date by twenty-five days
- A motion to accept the change orders in the amount totaling \$36,058.09 and extend the contract with Wells Brothers Construction an additional twenty-five days came from the committee
- No second was required and the motion carried unanimously
- Ms. Padgett stated that qualifications for artists to provide art for Wave Station are due 12/11/2009 and details about the project would be presented at the December meeting
- Ms. Padgett recognized Mr. Campbell of TranSystems to present the final design of the new transfer facility
- Mr. Barfield inquired about receiving bids from DBE's
- Mr. Eby stated that a DBE goal would be part of the contract
- Ms. Padgett presented a request from the committee to approve the pre-final bid for the transfer facility
- No second was necessary and the motion carried unanimously

### **FINANCE COMMITTEE**

- Mr. Dolan stated that because the meeting was moved up one week because of the Thanksgiving holiday financial reports were not available
- Mr. Dolan stated the reports would be completed the following week

### **PLANNING COMMITTEE**

- Mr. Dolan recognized Mr. Adams to give the committee report
- Mr. Adams stated that ridership has remained stable

- Mr. Adams stated that Dr. Ron Vetter or UNCW and the sponsor of the text messaging program reported from Jan. 2009 - Oct. 2009 there were 25,000 text messages for bus information
- Mr. Adams stated that the committee is currently seeking suggestions to make routes 102, 103 & 104 more economical and more efficient
- Mr. Adams stated that route 205 was approved by NCDOT on November 5, 2009
- Mr. Dolan inquired about the start date for the 205 route
- Mr. Adams stated that the authority was awaiting the grant agreement from NCDOT and the route should be running by April 2010
- Ms. Padgett suggested that flyers be sent to the neighborhoods and downtown area residents informing them of 205 route
- Ms. Padgett suggest that express routes be created with higher fares to bring in more revenue and travel to rural areas such as Ogden and Carolina Beach
- Mr. Barfield inquired about service to Ashley High School / Veterans park area
- Mr. Eby stated that staff had spoken to New Hanover County Schools about the need and service to the southern beaches was part of the financial plan being developed by the authority to seek additional revenue
- Mr. Eby stated the financial plan would be finished early in 2010

### **EXECUTIVE COMMITTEE**

- Mr. Dolan recognized Mr. Eby in the absence of Mr. Betz to give the committee report
- Mr. Eby gave a update on the organization analysis consultant study
- Mr. Eby stated that there was a consultant study commissioned to review the structure and salaries paid by the authority
- The results are scheduled to be presented at the December meeting

### **STAFF REPORT**

- Mr. Dolan recognized Mr. Eby to present the staff report
- Mr. Eby briefly explained the bus accident that occurred on Nov 18, 2009
- He stated that it was very minor and the adverse driver was cited in the accident
- Ms. Padgett inquired about the Travelers Insurance Workman's Comp
- Mr. Eby stated that the \$204,000 Workman's Compensation balance had been reviewed by Traveler's audit department and sufficient information was provided to the authority to justify that it was calculated properly
- The findings were submitted to the authority's legal counsel for review
- Mr. Olsen stated that the supporting documentation justified the invoice price
- A formal request to pay the invoice would be made at the December meeting
- Mr. Eby presented an update of ARRA projects
- Mr. Eby stated that the Authority had purchased and taken delivery of two hybrid service vehicles, two vans for the pilot vanpool program, server hardware and software upgrades and passenger amenities
- The Cando Street extension is nearing completion, and tow hybrid buses are scheduled for delivery in 2010
- Mr. Eby presented the quarterly report for Veolia/PTM
- Mr. Eby stated that Veolia/PTM has made improvements thanks mostly to the appointment of an area vice president, Mr. Chris Langmayer and local GM Mr. Bud Cure
- Mr. Eby stated that NCDOT is in the process of acquiring the U-Haul building on 3<sup>rd</sup> street for the multimodal transportation center after an additional appropriation from NCDOT
- Mr. Eby agreed to allocate funds in FY 2011 for environmental review of the site if the U-Haul site was acquired

**OLD/NEW BUSINESS**

- Mr. Dolan recognized Mr. Bryden to give a Streetcar update
- Mr. Bryden stated that he and Mr. Eby went to Savannah, GA to get information about their Streetcar service
- He described Savannah's program and how it may relate to the streetcar effort in Wilmington

**SCHEDULING OF NEXT MEETING**

- Hearing no further business, Mr. Dolan made a motion to adjourn the meeting Mr. Barfield seconded and carried unanimously
- The Authority's next board meeting is scheduled for December 17, 2009 at 12:00 pm in the Castle Street Conference Room

Respectfully Submitted,



Albert Eby

Director

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