



Cape Fear Public Transportation Authority

Agenda

CFPTA Board Meeting
Thursday, August 25, 2022
12:30 pm

Boardroom
Forden Station
505 Cando St.
Wilmington, NC

Chris Coudriet, Board Chair, Presiding

1. Call to order

- Attendance (Roll call of members)

2. Moment of silence

3. Pledge of Allegiance

4. Approval of meeting agenda

5. Public comment

Individuals who would like to provide public comment must sign-up in advance of the meeting. Written comments can be submitted electronically via email at info@wavetransit.com. Written comments received up to one hour before the meeting will be provided to Board members electronically during the meeting. Public comment is limited to five minutes per speaker.

6. Consent agenda

The Board will consider a single action to approve all items on the consent agenda.

- **Minutes:** July 28, 2022 Meeting (p. 3)

7. Report by Mobility Manager – B. D'Itri

7a. Q4 Outreach and Community Engagement Update (Information Item)

7b. Draft Interim Logo Edit (Information Item)

Drafts of staff recommendation on interim logo change. The logo will be used for temporary placement only until a full revision has been designed. It will be used for electronic publication, print materials, and promotional materials only. Permanent graphics for items such as uniforms, vehicles, and facilities will remain unchanged until a full rebranding has been completed.

- File Attachment – Logo Recommendation (p. 6)

CHAIR

Chris Coudriet
New Hanover County Manager

VICE CHAIR

Tony Caudle
Wilmington City Manager

BOARD MEMBERS

Kemp Burpeau
*Deputy Attorney,
New Hanover County*

Eric Credle
*Chief Financial Officer,
New Hanover County*

Honorable Deb Hays,
New Hanover County Commissioner

John Joye
Wilmington City Attorney

Mike Kozlosky
*Executive Director,
Wilmington Urban Area MPO*

Paul Lawler
Wilmington City Council Appointee

Laura Mortell
*Budget Director,
City of Wilmington*

8. Report by Deputy Director – J. Dodson

8a. Monthly Operations Reports

- File Attachments – RideMICRO (p. 9), On-Time Performance (p. 11), Operational Statistics (p. 12)

8b. Making Waves Foundation (Action Item)

Request approval of the appointment of Cierra Washington to the Making Waves Foundation Board. Ms. Washington serves as the Strategic Partnership Coordinator for the Northside Food Cooperative. The Making Waves Foundation Board presently has three members: Laura Brogdon-Primavera, Adrienne Harrington, and Sarah Arthur.

- File Attachment – C. Washington Bio (p. 14)

9. Executive Director Briefing - M. Parker

9a. Monthly Financial Reports

- File Attachments – Monthly Financial Reports (p. 15)

9b. Executive Director Monthly Updates

9c. Volkswagen Settlement (Information Item)

- File Attachment – Award Letter (p. 25), Vehicle Maintenance Chart (p. 27)

9d. Organizational Restructure (Action Item)

Requesting approval of revision of organizational structure and title change for one position. Currently the Human Resources Coordinator reports to the Director of Finance and Administration. HR and Finance operate as two distinct areas of the agency. Proposal is to revise structure to move HR to report directly to Executive Director and rename position title to Director of Finance.

- File Attachments - Organizational Chart (p. 28), Updated Organizational Chart (p.29)

9e. Resolution - Application for WMPO Funding (Action Item)

Authorizing the Authority to submit an application to the Wilmington Metropolitan Planning Organization (WMPO) for Surface Transportation Block Grant Program - Direct Attributable Funds (STBGP-DA) for Passenger Amenity Upgrades. Includes installation or upgrades for a total of 20 passenger stops.

- File Attachments – Resolution (p. 30), Proposed Amenities List (p. 31)

10. New Business

11. Next meeting:

Thursday, September 22, 2022

12:30 pm

Forden Station

12. Adjourn