



## Agenda

**CFPTA Board Meeting**  
**Thursday, October 27, 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](mailto: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. Opening Public Comment Period on FY24 ConCPT Funding Application with the NCDOT**

NCDOT requires the Authority to hold a public hearing on the proposed project(s) to allow members of the community the opportunity to comment on transportation needs and the grant application. Each grant request must be addressed individually with the hearing formally opened and closed and reflected in the minutes. During the hearing the public should explicitly be asked if they wish to comment on the proposed funding. The public hearing will be held before the governing board (Authority Board of Directors or Executive Board for public transportation authorities). Individuals may submit comments up to 24 hours in advance of the hearing. The hearing will be held on November 17, 2022.

- NCDOT ConCPT Application (p.3)

**7. Consent agenda**

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

- **Minutes:** August 25, 2022 Meeting (p. 7)
- Public Transportation Planning 5303 Grant Agreement (p. 10)

**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*

**Meredith Everhart**  
*Wilmington Deputy City Attorney*

**Honorable Deb Hays,**  
*New Hanover County Commissioner*

**Mike Kozlosky**  
*Executive Director,  
Wilmington Urban Area MPO*

**Paul Lawler**  
*Wilmington City Council Appointee*

**Laura Mortell**  
*Budget Director,  
City of Wilmington*

The Federal Transit Administration (FTA) provides 5303 transit funds to support planning to metropolitan areas. The Wilmington Metropolitan Planning Organization (WMPO) is the recipient of FTA 49 U.S.C. § 5303 transit planning funds. The WMPO and the Authority historically divide transit planning duties and assign the funds accordingly. The agreement will allocate funds to the Authority at a percentage of 60% of total funds, not to exceed \$114,448 for FY23 and FY24.

- **Commercial Backup Generator Contract Approval**

Proposals were sought from qualified contractors for the purchase and installation of two (2) diesel powered automatic backup generators for the Operations facility and for the CNG fueling station. Staff selected Melton Electric, who will be responsible for the full implementation of the system, including equipment, permitting, installation, wiring, testing, training, and warranty. Their bid was one of three and was the lowest bid at \$497,875. Other bidders were Page Electric and Port City Builders.

- File Attachments – Bid Tabulation (p.17)

- **Budget Amendment**

The Authority received additional State Maintenance Assistance Program (SMAP) funding at \$648,942 and Rural Operation Assistance Program (ROAP) funding at \$43,440. This amendment would reduce the amount on the federal funding line, FTA 5307 by the totaled amount of \$692,382. These funds will remain available for use in the Authority’s FY24 operating budget.

- File Attachments – Budget Amendment (p.18)

## **8. Report by Director of Finance – Lance Flint**

### 8a. Monthly Financial Reports

- File Attachments – Monthly Financial Reports (p. 19)

## **9. Report by Deputy Director – J. Dodson**

### 9a. Monthly Operations Reports

- File Attachments – RideMICRO (p.24), On-Time Performance (p.26), Operational Statistics (p.27)

### 9b. Making Waves Foundation (Action Item)

- Request approval of the appointment of Frankie Roberts to the Making Waves Foundation Board. Since 2000, Mr. Roberts has been the Executive Director of Leading Into New Communities (LINC) Inc., a non-profit agency that provides shelter and services for men and women returning from prison. (p. 28)

### 9c. Operational Staffing Report

- File Attachments – PowerPoint (p. 29)

## **10. Executive Director Briefing - M. Parker**

### 10a. Executive Director Monthly Updates

## **11. New Business**

## **12. Next meeting:**

Thursday, November 17, 2022

12:30 pm

Forden Station

## **13. Adjourn**