



## Agenda

**CFPTA Board Meeting**  
**Thursday, March 23, 2023**  
**12:30 pm**

Boardroom  
Forden Station  
505 Cando St.  
Wilmington, NC

**Tony Caudle, 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. Consent agenda**

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

- **Minutes:** January 26, 2023 Meeting (p. 3)

**7. Presentation**

HDR will be providing an overview and progress report on Wave Transit's Zero Emissions Fleet Transition Plan. The development of this plan is funded at 100% by NCDOT and is required for all FTA grant applications for no-emissions vehicles.

- File Attachments – Presentation (p.7)

**8. Report by Director of Finance – L. Flint**

8a. Monthly Financial Reports

- File Attachments – Monthly Financial Reports (p. 20)

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

9a. Monthly Operations Reports

- File Attachments – RideMICRO (p. 28), On-Time Performance (p. 30), Operational Statistics (p. 32)

**CHAIR**

**Tony Caudle**  
*Wilmington City Manager*

**VICE CHAIR**

**Chris Coudriet**  
*New Hanover County Manager*

**BOARD MEMBERS**

**Kemp Burpeau**  
*Deputy Attorney,  
New Hanover County*

**Eric Credle**  
*Chief Financial Officer,  
New Hanover County*

**Meredith Everhart**  
*Wilmington Interim 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*

9b. Short Range Transit Plan

The RFP is currently open to bids. Wave Transit will select a consultant to conduct the Short Range Transit Plan. The total for the project is \$200,000 and is included in the FY23 budget. The proposal due date is March 31, 2023. Selections will be made early April based on the RFP and Procurement Policy, adopted January 2023. The final contract will be presented for Board approval April 27, 2023.

- File Attachments – Request for Proposal (p. 34)

9c. Low-No Grant Application Resolution (action)

The Low or No Emission competitive program provides federal funding to state and local governmental authorities for the purchase of low and no emission transit buses. The federal share of the cost of acquiring equipment is 85 percent of the net project cost. Wave is requesting to replace five (5) vehicles: two (2) fixed-route diesels, (2) two fixed-route hybrid-diesels, and one (1) diesel shuttle. These purchases would convert Wave's fixed-route fleet to be fully CNG (not including university shuttle vehicles). Current estimates place the overall cost at \$3,365,000, of which Wave would be responsible for an estimated \$405,000. One UNCW Shuttle would be funded through contractually obligated funding. Final application is due April 13, 2023. The Authority requests approval of resolution for submission.

- File Attachments – Federal Register Notice (p. 46), Resolution (p. 57)

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

10a. Executive Director Monthly Updates

10b. Service Discussion FY24

**11. Personnel Closed Session - pursuant to NCGS § 143-318.11(a)(6)**

**12. New Business**

**13. Next meeting:**

Thursday, April 27, 2023

12:30 pm

Forden Station

**14. Adjourn**