



**SUMMARY MINUTES
MEETING OF THE BOARD OF DIRECTORS
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY
June 22, 2023**

A meeting of the Cape Fear Public Board of Directors was called to order at 12:31 pm on Thursday, June 22, 2023, by Board Chairman Tony Caudle at 505 Cando St., Wilmington, North Carolina.

Board Members Present

Tony Caudle, Chairman
Chris Coudriet, Vice Chairman
Kemp Burpeau, NHC Deputy Attorney
Eric Credle, NHC Chief Financial Officer
Meredith Everhart, City of Wilmington Deputy Attorney
Mike Kozlosky, WMPO Executive Director
Paul Lawler, City of Wilmington Appointee
Laura Mortell, City of Wilmington Budget & Research Director
Dane Scalise, New Hanover County Commissioner

Staff Members Present

Jonathan Dodson, Deputy Director
Lance Flint, Director of Finance
Brianna D'Itri, Mobility Manager
Monica Hughes, Accounting Manager
Kathy Williams, Customer Service Supervisor

Board Members Absent:

Others in Attendance: Noel Fox, Bruce Kemp, Joseph Lamb, Pamelyn U. Miller, Yzosne Riley

Call to Order – Vice Chairman Coudriet opened the meeting with members confirmed as present. A moment of silence was observed followed by the reciting of the Pledge of Allegiance.

Approval of the June 22, 2023, Board of Directors Meeting Agenda – Mr. Coudriet presented the meeting agenda for approval. Mr. Scalise moved to approve the meeting agenda as presented. Ms. Everhart seconded, and the motion carried.

Public Comment – Mr. Kemp thanked the Board for their attention to speeding concerns along Front Street.

Ms. Riley, Local 1328 shop steward, stated that operations are being reminded to watch their speed and have been advised to travel under the posted speed limit on Front Street. Ms. Riley shared concerns regarding traffic flow and accessibility at stops on Third St and in front of Harris Teeter on Carolina Beach Road.

Mr. Coudriet asked Mr. Dodson for more information. Mr. Dodson explained transit standards for stop placement. Staff will assess stops causing concern for possible relocation.

Mr. Lamb stated that he has been a passenger for more than a decade. He shared his concerns that decisions are being made about the transit system without enough input and participation from passengers and community members. He said the community needs Wave Transit. Mr. Lamb expressed concern that individuals needing Paratransit services are not being given enough information from community organizations. He encouraged management and Board members to ride the bus and use the system.

Approval of the June 22, 2023, Consent Agenda – Mr. Lawler moved to approve the consent agenda as presented. Ms. Everhart seconded, and the motion carried.

Director of Finance Briefing & FY24 Budget Public Hearing – Mr. Flint presented the Authority’s monthly financial reports before moving on to the FY24 Budget Ordinance for discussion and adoption.

Mr. Caudle opened a public hearing on the proposed FY24 Budget public hearing. Hearing no comments from the public, Mr. Caudle closed the public hearing.

Mr. Lawler introduced his plan to reduce the three routes that gained 30-minute headways in July 2022 back to the original one-hour headways. He moved to enact those reductions as soon as possible, Mr. Scalise seconded. Discussion began about the timeline of such a reduction, how enacting the reductions without additional data could harm passengers, and alternatives to reverting to longer wait times. Mr. Caudle stated that he is in favor of the current plan to have a work session in August. Mr. Coudriet stated he would vote against the motion in favor of offering consistency to customers. Ms. Fox explained the public notification process would not allow for immediate service reduction. She stated that the only item to be voted on at that time is the FY24 Budget Ordinance as presented. Mr. Lawler withdrew his motion with the intention to present it again during new business.

Mr. Caudle moved to adopt the FY24 Budget Ordinance as presented. Ms. Everhart seconded, and the motion passed.

Report by the Mobility Manager: Ms. D’Itri presented the Biannual Outreach Update. Between January and June 2023, more than 160 individuals and organizations received transit education and travel training. Other highlights include launching an email newsletter, introducing a suicide prevention campaign, inviting local organizations to share information at transfer stations for the first time, maxing out the RSVP lists for story times on the bus in partnership with NHC Libraries, and attending community events hosted by NHC Schools and Wilmington Fire Department.

Deputy Director Briefing – Mr. Dodson presented the monthly operating statistics. He reported that RideMICRO ridership has continued to increase, on-time performance was approximately 85% in May, service delivery exceeded 99%, and both operator and maintenance overtime decreased.

New Business and Comments from the Board – Mr. Lawler reintroduced his earlier motion and discussion continued. Ms. Fox explained that, should the Board decide to vote on service reduction, the advice of legal counsel is to move to to instruct the Executive Director to begin the process of reverting three routes back to the original one-hour headways to allow time for the public notification process. Mr. Lawler moved to instruct the Executive Director to begin the process of reducing service along Routes 108, 201, and 205 to one-hour headways instead of 30-minute headways. Mr. Scalise seconded the motion. Mr. Burpeau, Mr. Lawler, and Mr. Scalise voted in favor. The remaining Board members voted against the motion, and the motion did not pass.

Mr. Kozlosky entertained a motion to schedule a special meeting of the Board to interview Executive Director candidates and for the meeting to be held in closed session. Mr. Caudle seconded, and the motion carried. The meeting is scheduled for July 18, 2023 at 2:00pm.



Adjournment – Mr. Lawler moved to adjourn the board meeting. Mr. Kozlosky seconded, and the motion carried.

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Secretary - Wave Transit