



SUMMARY MINUTES
MEETING OF THE BOARD OF DIRECTORS
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY
July 27, 2023

A meeting of the Cape Fear Public Board of Directors was called to order at 12:32 pm on Thursday, July 27, 2023, by Board Vice Chairman Chris Coudriet at 505 Cando St., Wilmington, North Carolina.

Board Members Present

Chris Coudriet, Vice Chairman
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
Cliff Rode, Paratransit Manager
Kathy Williams, Customer Service Supervisor

Board Members Absent: Tony Caudle, Chairman; Kemp Burpeau, NHC Deputy Attorney

Others in Attendance: Crawford Anderson, Velveeta Clayton, Noel Fox, Michael General, Cliff Hill, Joseph Lamb, Pamelyn U. Miller, Domonoasha Price, David Rhew, Nancy Schilling, Nate Smith, LaWanda Zilk

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 July 27, 2023, Board of Directors Meeting Agenda – Mr. Coudriet presented the meeting agenda for approval. Mr. Lawler moved to approve the meeting agenda as presented. Ms. Mortell seconded, and the motion carried.

Public Comment – Mr. Lamb is a longtime passenger. He shared his concerns regarding the demands on drivers who he says are often in the position of having to manage customer needs while operating a large bus. He is concerned that customer behavior escalates when their requests are not fulfilled, regardless of the driver's ability to fulfill the request. Mr. Lamb was assaulted the week prior by another passenger while riding over the other passenger wanting and then taking his cell phone. Mr. Lamb is concerned about the safety of passengers and drivers. He believes Wave Transit's service has great potential and wants to see more community involvement in the system. Vice Chairman Coudriet thanked Mr. Lamb and expressed his hope that there is record and appropriate action occurring. Staff nonverbally confirmed.

Recognition of Mr. Nate Smith- David Rhew, NCPTA Executive Director – NCPTA named Mr. Nate Smith a Driver of the Year for 2023. Mr. Rhew and Mr. Dodson celebrated Mr. Smith's 20 years of excellent service, a 5-year streak without a preventable accident, and his distinction as a trainer and resource to other drivers. Mr. Smith was given tokens of gratitude and recognition on behalf of the Board and staff. He thanked everyone for their recognition and celebration

Approval of the July 27, 2023, Consent Agenda – Ms. Mortell moved to approve the first two items of the consent agenda as presented. Mr. Kozlosky seconded, and the motion carried. Mr. Kozlosky requested to recuse himself from voting on item number 3 due to a conflict. Mr. Lawler moved to recuse Mr. Kozlosky. Ms. Everhart seconded, and the motion carried. Mr. Credle made a motion to approve the third item of the consent agenda. Mr. Scalise seconded, and the motion carried.

Director of Finance Briefing– Mr. Flint presented the monthly financial reports. The annual audit is scheduled to begin Tuesday, September 5. The Authority’s main account balance is as expected at \$2.2m. A reserve balance of \$2.176m will be carried into 2024. FY23 operating revenue was \$74k less than anticipated and operating expenses were under budget. Mr. Flint reported that a \$600k grant to support microtransit operations in FY24 was awarded by NCDOT.

Deputy Director Briefing – Mr. Dodson presented the monthly operating statistics. RideMICRO had a 3% decrease in ridership comparing June to May. On-time performance increased from 75% on-time over June 2022 to 86% over June of FY22, and both operator overtime and maintenance costs are down. Mr. Coudriet confirmed with Mr. Dodson and Mr. Flint that New Hanover County dollars are not being used to fund microtransit service in Brunswick and Pender Counties. Mr. Dodson said that ridership and expenses are reported by zone which separates each county and confirmed that New Hanover County funding is remaining in New Hanover County.

Closed Session: Mr. Coudriet moved to enter Closed Session to discuss a personnel matter in accordance with NC General Statute 143-300. Mr. Scalise entertained a motion to enter Closed Session. Mr. Kozlosky seconded, and the motion carried.

Mr. Scalise moved to reopen the meeting. Mr. Kozlosky seconded, and the motion carried.

The Board will schedule a workshop for September 15 or 22. That special session will be announced.

New Business and Comments from the Board – Mr. Kozlosky requested a monthly meeting calendar invite be sent to the Board.

Adjournment – Mr. Scalise moved to adjourn and the motion carried.

Next meeting:

Thursday, August 24, 2023

12:30pm

Forden Station