



**SUMMARY MINUTES  
MEETING OF THE BOARD OF DIRECTORS  
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY**

**October 24, 2024**

A meeting of the Cape Fear Public Transportation Authority Board of Directors was called to order at 12:31pm on Thursday, October 24, 2024, by Board Chairman Coudriet at 505 Cando St., Wilmington, North Carolina.

**Board Members Present**

Chris Coudriet, Chairman  
Salette Andrews - Wilmington City Councilmember  
Eric Credle, NHC Chief Financial Officer

**Board Members Absent**

Tony Caudle, Vice Chairman  
Kemp Burpeau, NHC Deputy Attorney  
Meredith Everhart, Wilmington City Attorney  
Mike Kozlosky, WMPO Executive Director  
Laura Mortell, City of Wilmington Budget & Research Director  
Bill Rivenbark, NHC Commissioner

**Board Member Alternates**

Board Members Everhart, Kozlosky, and Mortell were represented by alternates Whitley Stavish, Assistant City Attorney; Abby Lorenzo, WMPO Deputy Director; and Shawn Hunt, Sr. Budget & Management Analyst, respectively.

**Staff Members Present**

Mark Hairr, Executive Director  
Jonathan Dodson, Deputy Director  
Erica Walters, Finance Director  
Brad Cannon, Transit Planner  
Brianna D'Itri, Mobility Manager  
Ashanti Gibbs Hines, HR Manager

**Others in Attendance**

Deirdre Holmes, NHC SRC  
David Rhew, NCPTA President  
Tony Johnson, Transdev  
Troy LaFawn  
Ricky Meeks

**Call to Order** – Chairman Coudriet opened the meeting. A moment of silence was observed followed by the reciting of the Pledge of Allegiance.

**Approval of the October 24, 2024, Board of Directors Meeting Agenda** – Mr. Coudriet presented the meeting agenda for approval with the removing of item 7. *Extension of Route 203 Port City Trolley to Operate November 3-December 31, 2024*. Mr. Credle seconded, and the motion carried.

**Public Comment** – Mr. LaFawn requested the system adopt extended hours of operation. Mr. Meeks requested direct access to Cape Fear Hospital on new Route 206 that will begin service in January.

**Approval of the October 24, 2024, Consent Agenda** – Ms. Lorenzo moved to approve the consent agenda with the September meeting minutes amended to clarify Ms. Everhart's absence. Mr. Hunt seconded, and the motion passed.

**Director of Finance Briefing** – Ms. Walters presented the monthly financial reports. She shared that grant funds from the state will become available for use in Q2; personnel expenses were 4% over budget due to the high cost of insurance; and payment was made on the management contract settlement and credited back to FY24.

**Deputy Director Briefing** – Mr. Dodson presented the monthly operating reports. He explained that assumptions and estimates were made to calculate the September operating statistics due to data loss related to water damage from Tropical Storm Debby. The equipment has been repaired and next month's report will not need to be estimated. RideMICRO ridership was negatively impacted by Hurricane Helene which forced Zones 1 and 3 to close for several days. Mr. Dodson reported that fixed-route ridership remained flat from the previous month; Sunday ridership increased 9%; and UNCW saw a 2% decrease. On-time performance was approximately 82% in September, which is consistent with performance in August. 94% of scheduled service was delivered in September, which is a 2% increase from the previous year.



**Executive Director Briefing** – The Board moved outside for Mr. Hairr to present one of the new 29ft. CNG Gillig buses with updated branding. Board members and attendees were invited inside the new vehicle and posed for a photo together. Mr. Hairr celebrated HR Manager Ashanti Gibbs Hines for being awarded as one of the Wilmington Chamber of Commerce’s ‘40 Under 40’ Rising Stars.

**New Business** – None was presented

**Adjournment** – Mr. Coudriet moved to adjourn. The meeting was adjourned.

**Next Meeting** – The next regularly scheduled meeting will be Thursday, November 21, 2024, at 12:30pm in the Forden Station boardroom located at 505 Cando St.

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**Secretary - Wave Transit**