



SUMMARY MINUTES
MEETING OF THE BOARD OF DIRECTORS
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY
September 26, 2024

A meeting of the Cape Fear Public Transportation Authority Board of Directors was called to order at 12:32pm on Thursday, September 26, 2024, by Board Chairman Coudriet at 505 Cando St., Wilmington, North Carolina.

Board Members Present

Chris Coudriet, Chairman
Tony Caudle, Vice Chairman
Salette Andrews - Wilmington City Councilmember
Kemp Burpeau, NHC Deputy Attorney
Eric Credle, NHC Chief Financial Officer
Meredith Everhart, Wilmington City Attorney
Bill Rivenbark, NHC Commissioner

Staff Members Present

Mark Hairr, Executive Director
Jonathan Dodson, Deputy Director
Brad Cannon, Transit Planner
Brianna D'Itri, Mobility Manager
Monica Hughes, Accounting Manager
Miranda Nelson, Graduate Intern
Cliff Rode, Paratransit Manager

Board Members Absent: Meredith Everhart, Wilmington City Attorney – represented by Whitley Stavish; Laura Mortell, City of Wilmington Budget & Research Director – represented by Shawn Hunt, Sr. Budget & Management Analyst; Mike Kozlosky, WMPO Executive Director – represented by Abby Lorenzo, WMPO Deputy Director

Others in Attendance: Charlotte Noel Fox, CFPTA Attorney; Deirdre Holmes, NHC SRC; Tony Johnson, Transdev; Jana Cervantes, Christina Haley, Cheryl Harte, Troy Lafon, Ricky Meeks, Peter Rattley, Virginia Whiley

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 September 26, 2024, Board of Directors Meeting Agenda – Mr. Coudriet presented the meeting agenda for approval. Ms. Lorenzo moved to accept the agenda. Mr. Coudriet seconded, and the motion carried

Public Comment – Mr. Meeks shared his concerns with vehicle cleanliness and adherence to route schedules.

Approval of the September 26, 2024, Consent Agenda – Mr. Rivenbark moved to approve the consent agenda as presented. Ms. Andrews seconded, and the motion passed.

Public Hearing - Reimagine Wave Route and Service Changes – Mr. Credle moved to open the Public Hearing. Mr. Coudriet seconded, and the hearing opened at 12:36pm. Mr. Hairr and Mr. Dodson presented an overview of the proposed system changes being considered followed by the comment portion of the hearing.

Mr. Lafon expressed interest in expanded service area and extended hours. He requested that both existing Oleander routes continue service in addition to proposed new Routes 206 and 109.

Mr. Meeks requested access to Ogden using Route 104 and continued service to Cape Fear Hospital.

Mr. Rattley expressed concern over accessibility and affordability of service. He requested greater access to information and amenities at more stops.

Ms. Haley requested that the Port City Trolley serve the Brooklyn Arts District using 4th St., continue service on Castle St. with the changes or when funding allows, and to begin charging a fare. She expressed interest in increased visibility and signage and Trolley access from parking decks. Ms. Haley shared that she considers the bus shelter at 2nd and Princess St. to be a matter of concern.

Ms. Hartsoe thanked Mr. Hairr for attending a recent Downtown Business Alliance meeting. She requested extended Trolley service through the end of 2024 and for service along 4th St. when funding allows. She expressed interest in charging a fare and seeing increased marketing for the Trolley.



Ms. Cervantes expressed interest in bus service to Wrightsville Beach, additional shelters, and extended operating hours. She requested that the Board address stigma associated with using public transit. She expressed concern over reduced access to Airlie Garden and the NHC Arboretum with the proposed changes.

Ms. Whiley expressed concern about losing some front-door transit access for the residents of Solomon Towers. She presented a petition signed by 12 Solomon Towers residents requesting retention of all existing front-door service.

Mr. Coudriet asked for questions from the Board before moving into formal discussion. Ms. Andrews asked Ms. Whiley for more information about her concerns. Mr. Hairr and Mr. Dodson spoke to the proposed changes around Solomon Towers, including safety concerns about the narrow width of Front St. and confirmed the property would still be served but from 3rd St.

Mr. Rivenbark express concern with the proposal that would result in Solomon Towers not being served year-round by fixed-route bus service.

Mr. Coudriet entertained a motion to approve the plan as presented with changes made to more directly serve Solomon Towers. Mr. Caudle moved, Mr. Credle seconded, and the motion passed.

Settlement and General Release Agreement-Transdev Management Fees and Liquidated Damages – Mr. Hairr spoke on the history of liquidated damages and the proposed settlement between Wave Transit and Transdev. Mr. Coudriet moved to approve the agreement, Mr. Rivenbark seconded, and the motion passed.

FY2025 Public Transportation Planning Section 5303 Grant Agreement for the Wilmington Urbanized Area – Mr. Hairr presented the grant agreement for consideration. Mr. Rivenbark moved to approve the agreement, Ms. Andrews seconded, and the motion passed.

Director of Finance Briefing – Ms. Walters presented the monthly financial reports. Funds from the HOP program led to a slight overage of predicted Paratransit revenues. She confirmed that subsidies from New Hanover County and City of Wilmington were received. Maintenance expenses were about 5% over budget due to purchasing vehicle parts. Grant funds were as expected.

Deputy Director Briefing – Mr. Dodson presented the monthly operating reports. Tropical Storm Debby and fewer weekdays resulted in a decreased ridership for RideMICRO. On-time performance was 6% lower than the previous month. He explained that the operational statistics are estimated based on automatic passenger counter totals. Typical reports are calculated using data that was inaccessible at that time as flooding from Tropical Storm Debby damaged equipment. Mr. Dodson shared how the ridership counts were estimated and would provide updated numbers when the data is available.

Executive Director Briefing – Mr. Hairr provided an update on the FTA Triennial Review which is in its final stages.

New Business – Mr. Caudle asked staff to provide the cost of providing Trolley service through November and December at the October meeting.

Adjournment – Mr. Coudriet thanked Mr. Hairr and staff for their work on the Reimagine Wave Transit plan and shared that he looks forward to the new system serving the community even better than it is today.

Mr. Caudle moved to adjourn. The meeting was adjourned.

Next Meeting – The next regularly scheduled meeting will be Thursday, October 24, 2024, at 12:30pm in the Forden Station boardroom located at 505 Cando St.

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Secretary - Wave Transit