AGENDA OF REGULAR BOARD MEETING
Western Piedmont Regional Transit Authority (WPRTA) Board of Directors
Thursday, February 19, 2026 at 10:00 a.m.
Greenway Conference Room, 1459 Robinwood Rd, Newton, NC 28658

Members Present: John Marshall (Hickory) - Bradley Kirkley (Burke County) - Ben Faulkenberry (Alexander County) - Wayne Rash (Caldwell County)

Others Present: Casey Fullbright (Clerk) – Michael Bowman (Executive Dir.) - Jimmy Summerlin (Attorney) - Patrick Nelson (HR Dir) - Patti Nelson(Operations Dir.) – Kaylan Kelly (Mobility Mgr.) - Averi Richie (WPCOG) - Scott Cook (Finance Dir.) - Amanda Safrit (Funding & Grants Mgr.) - Randy Bowen (Logistics Mgr.) - Christopher Turnpin (Martin & Starnes)

1. **Call to Order:** John Marshall called the meeting to order at 10:06 AM and announced a quorum was present.

2. **Additions/Deletions/Changes to Agenda:** Addition of 2a Vice Chair Election. Additon of 7a ADA Transition Plan Draft Presentation.

    a. **Vice-Chair Election:** Bradley Kirkley was nominated to serve as Vice Chair. Upon a motion made by Mr. Faulkenberry and seconded by Mr. Rash, Mr. Kirkley was unanimously elected to serve as Vice Chair.

3. **Public Comment:** None

4. **FY25 Audit Presentation:** Mr. Turpin presented the FY25 Audit Report, which received an unmodified opinion with no audit findings, reflecting a clean financial record for the fiscal year. Revenues increased approximately 30%, or $1.8 million, largely driven by contract revenues representing 50% of operating income. Expenditures increased by approximately $1.2 million, primarily due to higher operating salaries and depreciation expenses. Although the unrestricted net position decreased by approximately $855,000, the Authority maintained strong liquidity, with the quick ratio improving to 29.37. Upon a motion made by Mr. Marshall and seconded by Mr. Faulkenberry, the Board unanimously approved the acceptance of the Fiscal Year 2025 Audit Report as presented.

5. **Building Feasibility Study Presentation:** Mr. Bowman presented the final draft of the Building Feasibility Study, which serves as the foundation for the initial planning of a new facility. He explained that after a year of assessing space needs and future requirements, the staff used a structured scoring process to narrow twenty potential locations down to three. The presentation included a five percent design plan and rough cost estimates for the Board's review. Finally, he noted that the next steps will be to pursue grant funding and begin the NEPA and procurement processes.

6. **Adopt New Burke Flex Route:** Mr. Bowman presented the finalized updated Burke route, which incorporates recommendations from a recent operational analysis and staff feedback. He highlighted two key improvements: the addition of 20 new stops to increase passenger convenience and reduced loop times to help drivers maintain schedules. The changes are designed to support drivers by providing adequate break times while improving overall service efficiency. Upon a motion made by Mr. Rash and seconded by Mr. Faulkenberry, the Board unanimously approved the new Burke Flex Route.

7. **Adopt Title VI Policy**: Mr. Nelson presented the 2026-2029 Title VI Plan, explaining that the required triennial update contains no major changes aside from modifying percentages and numbers to reflect current figures. He stated the plan ensures all hiring and service decisions adhere to nondiscrimination guidelines mandated by the Civil Rights Act and the Federal Transit Administration. Upon a motion made by Mr. Faulkenberry and seconded by Mr. Marshall, the Board unanimously approved the 2026-2029 Title VI Plan.

    a. **Draft ADA Transition Plan Draft Presentation:** Ms. Ritchie and Mr. Fullbright presented the ADA Transition Plan, explaining that it provides comprehensive data on all current regional transit stops to guide crucial changes for rider accommodation Mr. Fullbright detailed the assessment's methodology and ranking process, including a comprehensive breakdown of how the various

attributes were scored. Upon a motion made by Mr. Rash and seconded by Mr. Faulkenberry, the Board unanimously approved the release of the ADA Transition Plan for public comment.

8. **Finance Report:** Mr. Cook presented the finance report for the period ending January 31, 2026, highlighting that expenses are currently tracking at 52.5% of the budget. He provided a detailed comparison of actual revenues and expenses against the FY26 budget for the Board's review. Upon a motion made by Mr. Faulkenberry and seconded by Mr. Rash, the Board unanimously approved the Finance Report as presented.

   a. **FY27 Budget Calendar:** Mr. Bowman presented the FY 2026-2027 Budget Calendar, which outlines the timeline for local match approval in March and the public hearing and final adoption in June. Upon a motion made by Mr. Rash and seconded by Mr. Faulkenberry, the Board unanimously approved the FY27 Budget Calendar.

   b. **Burke "Work First" Contract:** Mr. Cook presented the "Work First" contract with Burke County, explaining that it authorizes WPRTA to transport eligible individuals under a grant received by Burke County DSS. He detailed that the agreement spans from February 1 to June 30, 2026, with a total cost not to exceed $9,600 and a reimbursement rate of $3.02 per mile. Upon a motion made by Mr. Faulkenberry and seconded by Mr. Rash, the Board unanimously approved the 'Work First' contract with Burke County.

9. **Authority Update:**
   a. **Executive Director/Department Updates:** Mr. Bowman reported the completion of planning for the new Burke Route and the initiation of discussions with Spare and WSP for Microtransit applications. He noted that staff are working through quarterly state claims and preparing for the Triennial review by submitting required documentation. Additionally, meetings with local governments are being scheduled to discuss local match requirements for the upcoming budget.

   b. **Finance:** Mr. Cook reported that routine finance department activities continue, such as invoice approval and budget monitoring. He noted that 1099s and the LGC-203 cash report were submitted in January, and work continues with auditors on financial statements. Upcoming priorities include starting budget work, updating the Rate Setting Model, and preparing for the financial section of the Triennial review.

   c. **Operations:** Mrs. Nelson reported that Fixed Route service continues to operate on a Saturday schedule, and staff are actively tracking performance data across Flex, Microtransit, and Fixed Route services. She noted recent weather-related service adjustments and reported favorable safety statistics with zero accidents or operator assaults. Ongoing efforts include researching software for microtransit and fare payments and preparing a team for the upcoming Van Rodeo.

   d. **HR:** Mr. Nelson reported that the department successfully passed the ACA federal audit and mailed 1095 forms, while also completing the update to the Title VI plan. Recruitment efforts have resulted in filled positions across Alexander, Burke, and Caldwell counties, alongside several new hires. He also noted upcoming preparations for the EEOC plan audit and Transit Appreciation Week in March.

   e. **Fleet:** Mr. Bowman reported that fleet operations continue to maintain preventative maintenance and repair schedules above 70 percent compliance, with continued training of new maintenance personnel. Facilities work included trimming hedges and adding lighting to sidewalks at the Newton facility. Staff are also focusing on catching up on paperwork and preparing for the upcoming Triennial audit.

   f. **Mobility:** Mrs. Kelly reported on continued mobility efforts including travel training, media engagements with WHKY, and participation in student resource events. She highlighted extensive community outreach regarding the proposed Morganton Loop redesign, which included distributing flyers and hosting a public meeting at the Burke Chamber of Commerce. Staff continue to work on community outreach and marketing strategies while representing Greenway at multiple committee meetings.

10. **Consent Agenda:** Upon a motion made by Mr. Rash and seconded by Mr. Faulkenberry, the Board unanimously approved the Consent Agenda

a. Board Meeting Minutes, January 15, 2026

11. **Discussion of Items removed from the Consent Agenda:** None

12. **Other Business:** None

13. **Adjournment:** Vice-Chair Kirkley Adjourned the meeting at approximately 11:12 AM.

Next board meeting: Thursday, March 19 , 2026 at 10:00 AM.
WPRTA Board meetings are held on the third Thursday of each month at 10:00 AM

Respectfully Submitted,

Clerk

Karen Dickerson , Chairman