

**REDWOOD COAST TRANSIT AUTHORITY
MINUTES
August 25, 2025 AT 5:30 P.M.**

ATTENDED: ISAIAH WRIGHT (CHAIR), RAY ALTMAN (VICE CHAIR), AND VALERIE STARKEY (ALTERNATE DIRECTOR)

ABSENT: DARREN SHORT (DIRECTOR) AND JOEY BORGES (DIRECTOR)

ALSO PRESENT: JOSEPH RYE, MELLISA ALFARO, ALICIA FERREIRA, SCOTT KEENER, TAMARA LEIGHTON

1. CALL MEETING TO ORDER. ROLL CALL. PLEDGE OF ALLEGIANCE

Chair Isaiah Wright called the meeting to order at 5:30 p.m. Mellisa Alfaro, conducted roll call. Chair Isaiah Wright led the Pledge of Allegiance.

2. PUBLIC COMMENT

The following person(s) addressed the Board: **NONE**

3. CONSENT CALENDAR

3A. APPROVE THE MINUTES OF THE JUNE 23, 2025 RCTA BOARD MEETING

3B. ADOPT RESOLUTION 2025-26-01 APPROVING SB-1 STATE OF GOOD REPAIR FISCAL YEAR 2024-25 PROJECT LIST FOR BUS REPLACEMENTS

3C. ADOPT RESOLUTION 2025-26-02 AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPOSE OF RETIRED BUSES

3D. ACCEPT TRIENNIAL PERFORMANCE AUDIT FISCAL YEAR (FY) 2021-22 THROUGH FY 2023-24 REPORT

On a motion by Director Altman and seconded by Director Starkey, unanimously carried on a polled vote, the Redwood Coast Transit Authority Board of Directors approved the Consent Agenda items 3A-3D.

4. APPROVE MEMORANDUM OF UNDERSTANDING WITH CITY OF CRESCENT CITY FOR DOWNTOWN TRANSIT CENTER PROJECT

On a motion by Director Starkey and seconded by Director Altman, unanimously carried on a polled vote, the Redwood Coast Transit Authority Board of Directors approved the Memorandum of Understanding with City of Crescent City for Downtown Transit Project.

5. APPROVE REVISED PURCHASE ORDERS 2025-26-04 AND 2025-26-05 TO MODEL1 FOR FIVE REPLACEMENT BUSES-TRANSITION TO BLUE COLORED BUS EXTERIOR PAINT

On a motion by Director Starkey and seconded by Director Altman, unanimously carried on a polled vote, the Redwood Coast Transit Authority Board of Directors approved the Revised Purchase Orders 2025-26-04 and 2025-26-05 to Model1 for Five Replacement Buses-Transition to Blue Colored Bus Exterior Paint.

6. CTSA PROGRAMS UPDATE AND DISCUSSION OF PILOT CTSA LOCAL MEDICAL TRIPS PROGRAM WITH DNHD

CTSA Program updated provided by Executive Director, Joseph Rye, and discussion was held regarding the Pilot CTSA Local Medical Trips Program with DNHD. No action was taken. This item will be brought back as an agenda item at the September meeting

7. ADOPT RESOLUTION 2025-26-03 APPROVING APPLICATION FOR FTA 5310 OPERATING FUNDS FOR MEDICAL SHUTTLES

On a motion by Director Starkey and seconded by Director Altman, unanimously carried on a polled vote the Redwood Coast Transit Authority Board of Directors approved the Resolution 2025-26-03 Approving Application for FTA 5310 Operating Funds for Medical Shuttles.

8. SHORT RANGE TRANSIT PLAN – PRESENTATION OF TECH MEMO 2 & DISCUSSION OF ALTERNATIVES ANALYSIS

The Executive Director, Joseph Rye, presented Tech Memo 2 & held a discussion of Alternatives Analysis. No action was taken. The full presentation and discussion will be brought back as an agenda item at the September meeting.

9. ANNOUNCEMENTS

The Transdev General Manager, Scott Keener, provided an operations update, noting the current number of drivers, upcoming driver interviews, and recent changes in technician staffing. He also reported that the Operations and Safety Manager has returned from training and is actively engaged in duties. No major incidents were reported.

10. ADJOURN – NEXT RCTA BOARD MEETING WILL BE MONDAY, SEPTEMBER 22ND, 2025 AT 5:30PM AT FLYNN

Redwood Coast Transit Board of Directors adjourned the meeting at 6:43 PM. The next regular scheduled meeting will be on Monday September 22nd, 2025, at 5:30 p.m. at Flynn

Joseph Rye, Executive Director
Redwood Coast Transit Authority