



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
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Minutes of the Siskiyou County Local Transportation Commission

Date: February 27, 2024

The Siskiyou County Local Transportation Commission meeting of February 27, 2024, was called to order by Commissioner Ogren at 10:00 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Bruce Deutsch	Michael Kobseff
Nancy Ogren	Susan Tavalero
Ed Valenzuela	

Commissioners absent from the meeting:

Paul McCoy
Julia Mason (Alternate)
Brandon Criss (Alternate)

Other Staff Present In-Person:

Melissa Cummins, Executive Director
Joy Hall, Director of General Services
Angie Stumbaugh, Transportation Services Manager
Andy Gilman, Transportation Services Coordinator
Angela Davis, County Administrator
Thomas Deany, Director of Public Works

The agenda items included:

- 1) Roll Call – Commissioner Ogren called the meeting to order at 10:00 a.m.
Commissioners present included Deutsch, Kobseff, Ogren, Tavalero, and Valenzuela.
- 2) Pledge of Allegiance
- 3) Presentation from the Public - None
- 4) Consent Agenda
Items 4d(i) and 4d(v) were pulled from the consent agenda.



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- a) Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from January 1, 2024, to December February 13, 2024, for:
 - i. Local Transportation Commission (Fund: 2505)
 - ii. Regional Transportation Planning (Fund: 2506)
 - iii. Local Transportation Funds (Fund: 2536)
 - iv. Regional Surface Transportation Block Grant Program (Fund: 2537)
 - v. State Transit Assistance (Fund: 2538)

- b) Transportation Staff Report - Monthly report from General Services on transportation activities and ridership.

- c) Commission Staff Report - Monthly report from Executive Director on activities, reporting, and other projects.

- d) Consent Agenda Action Items
 - i. Approval of Minutes of the Regular Meeting held on January 9, 2024.
 - ii. STAGE – Modification Request for State of Good Repair Program – Request to approve modification to the State of Good Repair program allocations for FY 2020/2021, FY 2021/2022, and FY 2022/2023 cycles from purchase of new vehicles to rehabilitation of existing vehicles.
 - iii. Contract with Optimize Worldwide – Approve contract with Optimize Worldwide for the term of February 28, 2024, to February 27, 2029, for a not-to-exceed of \$ 17,000.00 for the development and ongoing maintenance of a website for the Commission.
 - iv. Caltrans State Route 3 Corridor Plan – Presentation of the final draft of the California State Route 3 Corridor Plan and adopt resolution of concurrence for the plan.
 - v. Evacuation and Emergency Preparedness Plan Grant Application – Approve Resolution authorizing the submission of an Evacuation and Emergency Preparedness Plan grant application to Caltrans’ Sustainable Transportation Planning Grant Program for \$ 282,544 and authorize the Auditor-Controller to establish budget if awarded.
 - vi. Remote Attendance Policy for Committees – Approval of revised policy #23-001 regarding remote attendance policy by sub-committees appointed by the Commission.

A motion was made by Commissioner Kobseff and seconded by Commissioner Valenzuela to approve items 4a through 4c, 4d(ii), 4d(iii), 4d(iv), 4d(vi) of the consent agenda as presented.



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Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason, McCoy

Motion passed unanimously.

On consent agenda Item 4d(v) Executive Director Cummins advised the Commission that the required resolution for the Commission's approval was inadvertently left out of the agenda packet. Copies were provided for the Commissioner's in their agenda binders.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Kobseff to approve the item as presented.

Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason, McCoy

Motion passed unanimously.

On consent agenda Item 4d(i) Commissioner Ogren noted a correction regarding voting documented in the January 9, 2024, minutes. The minutes as presented show Commissioner Ogren voting when she was absent from that meeting. It was also noted by Executive Director Cummins that Commissioner Deutsch was also absent from that meeting.

A motion was made by Commissioner Ogren to approve the January 9, 2024, minutes as amended and seconded by Commissioner Tavalero.

Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason, McCoy

Motion passed unanimously.

5) Public Requests

a) Development of a Transit Authority or Agency

County Administrator, Angela Davis, provided the Commission with an overview of the proposed establishment of a joint powers agreement that would establish the Commission as the Board of Directors governing transit operations within the



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region. This JPA would include the Commission, the County, and the nine cities. This would separate STAGE from the County and place it under the Transportation Agency. The Executive Director for the Transportation Commission will be the Executive Director for the Transportation Agency. The existing staff will remain County employees. Language will be added to the JPA outlining the roles and responsibilities for staff.

Ms. Davis was seeking support from the Commission to move forward with the process. She will be taking this item before the Board of Supervisors for their approval prior to starting the process. Once approval is received the draft would be taken before the nine cities, the Board, and the Commission for final approval. The goal is to finalize the JPA by July 1, 2024.

Commissioner Deutsch asked about the relationship between the various cities and the new agency.

Commissioner Kobseff inquired if the city representation would be different than what it is now. He asked if this would smooth out the process for STAGE. Commissioner Kobseff confirmed that the cities would continue to elect their representation on the Commission and/or the Transportation Agency.

Discussion continued among the Commission regarding the idea of increasing the number of city representatives on the Board for the Transportation Agency.

The final direction was to keep the city representation the same as it is currently with LOLA (League of Local Agencies) appointing the city representatives.

Additional discussion continued regarding working guidelines and if these details will be delineated in the JPA. Ms. Davis confirmed that the JPA will have this information included in the draft that is brought back to the Commission.

Commissioner Kobseff inquired about the County facilities. Ms. Davis advised that the property (buses, building, other property) will be detailed out in the JPA documents.

Direction was provided to proceed with the process.

b) Election of 2024 Chair and Vice Chair

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to elect Commissioner Bruce Deutsch as Chair for 2024.

Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela



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Noes: None
Absent: Criss, Mason, McCoy
Motion passed unanimously.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Deutsch to elect Commissioner Michael Kobseff as Vice Chair for 2024.

Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela
Noes: None
Absent: Criss, Mason, McCoy

Motion passed unanimously.

Commissioner Deutsch assumed the Chair duties after the vote on this item.

c) 2024 Commission Meetings

Executive Director Cummins provided an overview of the request, which was a result of LAFCo staff contacting her regarding conflicting meeting times of regular meetings for both agencies.

Discussion followed among Commissioners regarding a proposal to move all future 2024 Commission meetings to start at 10:30 a.m.

The Commission approved the meeting start time to 10:30 a.m. for all future Commission meetings of 2024.

6) Other Business

a) Other Business

Ms. Cummins advised the Commission that she has a meeting with Discover Siskiyou on March 4th to discuss partnership opportunities for the ski park transportation needs.

Ms. Cummins advised the Commission she would be out of the office March 5th through March 20, 2024.

b) Next Regular Meeting – Tuesday, April 9, 2024, at 10:30 a.m. PST

7) Adjourn – Chair Deutsch adjourned the meeting at 10:19 a.m.