



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: December 11, 2023

The Siskiyou County Local Transportation Commission meeting of December 11, 2023, was called to order by Chair Ogren at 2:01 p.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Chair Nancy Ogren
Paul McCoy
Michael Kobseff

Vice Chair Bruce Deutsch
Ed Valenzuela

Commissioners absent from the meeting:

Susan Tavalero
Julia Mason (Alternate)
Brandon Criss (Alternate)

Also Present In-Person:

Melissa Cummins, Executive Director
Joy Hall, Director of General Services
Angie Stumbaugh, Transportation Services Manager
Andy Gilman, Transportation Services Coordinator
Kelly Zolotoff, Caltrans District 2

The agenda items included:

- 1) Roll Call – Chair Ogren called the meeting to order at 2:01 p.m.

Commissioners present included Deutsch, Kobseff, McCoy, Ogren and Valenzuela.

- 2) Presentation from the Public

None.

- 3) Consent Agenda

The consent agenda included:

- a) Report of Expenses and Revenues Fiscal Year-to-Date – Informational Only



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Local Transportation Commission (Fund: 2505)
Regional Transportation Planning (Fund: 2506)

- b) Transportation Staff Report – Informational Only
- c) Commission Staff Report – Informational Only
- d) Minute Approval – November 14, 2023
- e) Audit Planning Communication Letter from Charles Pillon
- f) Regional Transportation Plan Amendment Request – City of Yreka

A motion was made by Commissioner Kobseff and seconded by Commissioner Deutsch to approve items a through f of the consent agenda as presented.

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

Motion passed unanimously.

4) New Business

- a) 2024 Regional Transportation Improvement Program

Executive Director Cummins provided an overview of the process that led to the proposed 2024 Regional Transportation Improvement Program (RTIP) as presented in the Commission's agenda packet. This included a summary of available program shares, total project requests, proposed programming, and the next steps in the process.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Kobseff to adopt the resolution approving the 2024 Regional Transportation Improvement Program, authorize the Executive Director to submit all required documentation to Caltrans and the California Transportation Commission (CTC), and authorize the Executive Director to make any non-substantial changes as requested by CTC.

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

Motion passed unanimously.

- b) Contract with NCE for Pavement Management System Update



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Executive Director Cummins provided an overview of the request for proposals process completed and subsequent contract negotiations with NCE that led to the contract presented to the Commission.

The project will be funded by Overall Work Program funds carried forward from the previous fiscal year and State Transportation Improvement Program funds in future years.

A motion was made by Commissioner Kobseff and seconded by Commission Deutsch to authorize the Chair to execute the contract between NCE and the Commission.

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

Motion passed unanimously.

c) State Transit Assistance Budget – FY 2023/2024

Executive Director Cummins provided an overview of the request including the history of audit findings related to GASB 84 and steps taken to correct the underlying issues. Additionally, additional funds were identified during the recent audit preparation process that need to be released. The amended budget addresses the GASB 84 audit finding and adjusts the budget to account for the increased allocations during FY 2023/2024.

A motion was made by Commissioner Kobseff and seconded by Commission Valenzuela to adopt the resolution, with two non-substantial corrections, approving the amended budget with new fund for State Transit Assistance for FY 2023/2024 and authorize the Auditor-Controller to make amendments to allocations.

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

Motion passed unanimously.

d) Regional Surface Transportation Program Budget – FY 2023/2024

Executive Director Cummins provided an overview of the request including the history of audit findings related to GASB 84 and steps taken to correct the underlying issues.



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A motion was made by Commissioner Valenzuela and seconded by Commission Kobseff to adopt the resolution approving the amended budget with new fund for Regional Surface Transportation Block Grant for FY 2023/2024 and authorize the Auditor-Controller to make amendments to allocations.

Ayes: Deutsch, Kobseff, McCoy, Ogren, Valenzuela

Noes: None

Absent: Criss, Mason, Tavalero

Motion passed unanimously.

e) Local Transportation Funds Budget – FY 2023/2024

Executive Director Cummins provided an overview of the request including the history of audit findings related to GASB 84 and steps taken to correct the underlying issues.

A motion was made by Commissioner Deutsch and seconded by Commission Kobseff to adopt the resolution approving the amended budget with new fund for Local Transportation Funds for FY 2023/2024 and authorize the Auditor-Controller to make amendments to allocations.

Ayes: Deutsch, Kobseff, McCoy, Ogren, Valenzuela

Noes: None

Absent: Criss, Mason, Tavalero

Motion passed unanimously.

f) SB 125 Initial Allocation Package

Executive Director Cummins provided an overview of the SB 125 program including available funds and program requirements. Staff are seeking input on proposed uses of the funding. Discussion followed between the Commissioners and staff on concerns related to the implementation of Zero Emission Transit Vehicles in our region.

A meeting was scheduled with General Services on Tuesday, December 12, 2023, to discuss project ideas. The allocation package would be prepared based on discussion from that meeting.

Staff will bring the proposed project lists back to the Commission at a future meeting.

A motion was made by Commissioner McCoy and seconded by Commission Deutsch to authorize the Executive Director to submit an initial allocation package to CalSTA.

Ayes: Deutsch, McCoy, Ogren, Valenzuela



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Noes: Kobseff
Absent: Criss, Mason, Tavalero

Motion passes.

5) Other Business

a) Meeting Schedule – Calendar Year 2024

Discussion regarding meeting dates and times for calendar year 2024. After the discussion a recommendation was made to keep the Commission meetings on the second Tuesday of each month, except for the months of July, August, November, and December. For the months of July, August, November, and December the Commission meeting will be held on the third Tuesday of those months. A recommendation was made to move the meeting start time to 10 a.m.

A motion was made by Commissioner Kobseff and seconded by Commission Ogren to approve the 2024 meeting dates and new start time effective January 9, 2024.

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

Motion passes.

b) Election of Chair and Vice Chair for 2024

The Commission requested to postpone this item until after the City Selection Committee meets in early 2024 and makes appointments to the Commission.

c) Other Items from Commission or Staff

The Montague CAPM survey is out for public input and closes on January 7, 2024.

The City of Dunsmuir did volunteer to host a Commission meeting in 2024. Ms. Cummins will reach out to agency representatives to see if we can get some other alternate locations.

Commissioner Kobseff inquired about a circular bus within the cities with a north/south bus connection. Angie Stumbaugh, Transportation Services Manager, advised that these are still in the works. They had to pull back and combine due to driver shortage. Andy Gilman, Transportation Services Coordinator, stated they are currently operating that type of service in Yreka.



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Commissioner Kobseff provided some recommendations on the Commission letterhead.

Commissioner Deutsch would like to schedule himself as a presenter with the Board of Discover Siskiyou to promote the potential new service to the ski park.

Commissioner Valenzuela requested an agenda item to discuss the Ski Park's request.

d) Next Regular Meeting

The next regular meeting is January 9, 2024, at 10:00 a.m.

6) Closed Session

Closed session on Employee Evaluation (Gov. Code 54957(b)) - One position: Executive Director, commenced at 3:09 p.m. and concluded at 3:26 p.m.

7) Report on Closed Session

The Chair announced that the closed session concluded at 3:26 p.m., with no reportable action taken.

8) Adjourn - Chair Ogren adjourned the meeting at 3:26 p.m.