



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097  
Phone: 530.709.5060

**Regular Meeting** of the Siskiyou County Local Transportation Commission

**Date:** Tuesday, November 14, 2023

**Time:** 2:00 P.M PST – Please note the modified start time.

In-Person Location:

Siskiyou County Transit Center Conference Room  
190 Greenhorn Road  
Yreka, CA 96097

Information to participate by Zoom:

Conference Call In Number: +1.669.444.9171 US  
Meeting ID: 870 8467 1283

All agendas are available at: [https://www.co.siskiyou.ca.us/recent\\_meetings](https://www.co.siskiyou.ca.us/recent_meetings)

Siskiyou County Local Transportation Commission Members

Representatives of the Siskiyou County Board of Supervisors

Nancy Ogren, Chair	County Supervisor – District 4
Michael Kobseff	County Supervisor – District 3
Ed Valenzuela	County Supervisor – District 2
Brandon Criss (Alternate)	County Supervisor – District 1

Representatives of the League of Local Agencies

Bruce Deutsch, Vice Chair	Councilmember, City of Dunsmuir
Susan Tavalero	Councilmember, City of Weed
Paul McCoy	Councilmember, City of Yreka
Julia Mason (Alternate)	Councilmember, Town of Fort Jones



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The agenda items are as follows:

**1) Roll Call**

**2) Presentation from the Public**

PLEASE NOTE: This time slot is for information from the public. No action or discussion will be conducted on matters presented at this time. You will be allowed three (3) minutes for your presentation. The Chair can extend the time for appropriate circumstances. When addressing the Commission, please state your name for the record prior to providing your comments. Please address the Commission as a whole through the Chair. Comments should be limited to matters within the jurisdiction of the Commission.

**3) Consent Agenda**

*The following consent agenda items are expected to be routine and non-controversial. They may be acted upon by the Commission at one time without discussion. Any Commissioner, staff member, or interested person may request that an item be removed from the Consent Agenda for discussion and consideration. Approval of a consent item means approval of the recommended motion as specified on the Agenda Worksheet.*

- a) Report of Expenses and Revenues Fiscal Year-to-Date – Informational Only
  - i. Local Transportation Commission (Fund: 2505)
  - ii. Regional Transportation Planning (Fund: 2506)
- b) Transportation Staff Report – Informational Only
- c) Commission Staff Report – Informational Only
- d) Minute Approval – October 10, 2023
- e) State Transit Assistance – FY 2023/2024 Claim – Siskiyou Transit and General Express (STAGE)
- f) Caltrans Presentation – Yreka Pavement Rehabilitation Update

**4) Old and New Business**

- a) UCLA Capstone Project
- b) Local Transportation Fund Claim – FY 2023/2024



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**5) Other Business**

- a) Other Items from Commission or Staff
- b) Next Regular Meeting – Tuesday, December 12, 2023, at 1:30 p.m. PST  
\*Note – Time may be adjusted depending on other conflicting meetings.
- c) Adjourn

Topic: Siskiyou County Local Transportation Commission Meeting

Time: December 12, 2023 – 2:00 p.m. Pacific Time (US and Canada)

Zoom Attendees:

Conference Call In Number: +1.669.444.9171 US  
Meeting ID: 870 8467 1283

I declare a copy of this agenda was posted at the Siskiyou County Transit Center at 190 Greenhorn Road, Yreka, CA 96097, by November 10, 2023, by 5:00 PM.

A printed agenda packet will be available for public review by 5:00 p.m. on the Friday preceding the meeting date at the Siskiyou County Transit Center and online at:  
[https://www.co.siskiyou.ca.us/recent\\_meetings](https://www.co.siskiyou.ca.us/recent_meetings)

**NOTE:**

Public participation is encouraged. In compliance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and in compliance with the Ralph M. Brown Act, if you plan on attending the public meeting and need a special accommodation because of a sensory or mobility impairment or disability, or have a need for an interpreter, please contact Melissa Cummins at 530.709.5060, 48 hours in advance of the meeting to arrange for those accommodations. (Government Code 53953)

**NOTE:**

Siskiyou County Local Transportation Commission offers teleconference participation in the meeting via Zoom, or similar technology, as a courtesy to the public, who have the option and right to attend in person. If no member of the Commission is attending the meeting via teleconference and a technical error or outage occurs, or if a participant disrupts the meeting in a manner that cannot be specifically addressed, the Commission reserves the right to discontinue Zoom, or similar technology, access and to continue conducting business.



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097

To: Siskiyou County Local Transportation Commission

Agenda Item: 3(a)

Date: November 14, 2023

Subject: Report of Expenses and Revenues through November 8, 2023

**Past Action**

As requested by the Commission staff includes a summary of expenses and revenues for all budgets under the Commission's jurisdiction.

**Background**

The attached reports provide the Commission with an opportunity to review, and if necessary, seek clarification on any expenditures authorized by the Executive Director during the course of business.

Included for the Commission's information are reports for the following budgets:

- Fund 2505 – Local Transportation Administration
- Fund 2506 – Regional Planning Assistance (Overall Work Program)

**Discussion**

If necessary, review any items the Commission wishes to seek clarification on.

**Recommended Action**

None. This is an information item only.

**Attachments (2)**

3a(i) – Report of revenues and expenses for Local Transportation Administration (Fund 2505)

3a(ii) – Report of revenues and expenses for Regional Planning Assistance (Fund 2506)

**Siskiyou County Local Transportation Commission**

Report of Revenues Expenditures

Fiscal Year 24

From 01-JUL-2023 To 08-NOV-2023

Fund: 2505

Org: 303020

<u>Transaction Date</u>	<u>Document #</u>	<u>Document Description</u>	<u>Account</u>	<u>Transaction Amount</u>
<u>Revenues Received:</u>				
10/1/2023	IA234176	1ST QTR 23/24 INTEREST ALLO	530100	\$ 538.63
10/24/2023	J2404316	STATE AUG 2023 QTR ALLOC 1/	502200	\$ 32,500.00
10/26/2023	J2404412	PLN>LTC WRK PRFM M CUMMINS	595000	\$ 7,295.82
				<u>\$ 40,334.45</u>
<u>Payroll and Expenditures:</u>				
8/10/2023	I2402334	THE HOME DEPOT PRO-SUPPLY W	718000	\$ 152.38
8/11/2023	UP240074	23/24 COST PLAN-JULY 2023	751000	\$ 194.42
8/11/2023	UP240080	23/24 COST PLAN-AUGUST 2023	751000	\$ 194.42
9/5/2023	I2403955	G AND G ACE HARDWARE	718000	\$ 44.87
9/7/2023	I2404094	PILLON, CHARLES W.	723000	\$ 2,864.25
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	611100	\$ 3,851.12
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	611100	\$ 200.00
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	621100	\$ 309.91
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	621200	\$ 1,535.22
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	621300	\$ 28.88
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	621400	\$ 28.88
9/8/2023	F2400015	HR Payroll 2023 BW 18 0	622100	\$ 8.00
9/11/2023	UP240136	23/24 COST PLAN-SEPTEMBER 2	751000	\$ 194.42
9/12/2023	I2404106	G AND G ACE HARDWARE	718000	\$ 2.68
9/12/2023	I2404102	GOVCONNECTION, INC.	722000	\$ 248.66
9/14/2023	I2404677	VERIZON WIRELESS	712000	\$ 103.15
9/14/2023	I2404677	VERIZON WIRELESS	722000	\$ 188.74
9/20/2023	I2404679	CDW GOVERNMENT INC	722000	\$ 344.00
9/20/2023	I2404678	METROLINE INC	722000	\$ 214.62
9/21/2023	I2404715	DELL MARKETING LP	722000	\$ 2,522.26
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	611100	\$ 3,851.12
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	611100	\$ 200.00
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	621100	\$ 311.64
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	621200	\$ 1,535.22
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	621300	\$ 28.88
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	621400	\$ 28.88
9/22/2023	F2400017	HR Payroll 2023 BW 19 0	622100	\$ 84.13
10/3/2023	I2405224	CA ASSOC COORDINATED TRAN	720000	\$ 615.00
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	611100	\$ 3,851.12
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	611100	\$ 200.00
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	621100	\$ 309.91
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	621200	\$ 1,535.22
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	621300	\$ 28.88
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	621400	\$ 28.88
10/6/2023	F2400020	HR Payroll 2023 BW 20 0	622100	\$ 8.00
10/10/2023	UP240210	23/24 COSTPLAN-OCTOBER 2023	751000	\$ 194.42
10/12/2023	I2406250	VERIZON WIRELESS	712000	\$ 52.46
10/12/2023	J2403871	CALCARD MASTER 0989 9/2023	728150	\$ 1,683.67
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	611100	\$ 4,263.04
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	611100	\$ 200.00
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	621100	\$ 343.40
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	621200	\$ 1,699.66
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	621300	\$ 31.97

**Siskiyou County Local Transportation Commission**  
Report of Revenues Expenditures

<b>Transaction Date</b>	<b>Document #</b>	<b>Document Description</b>	<b>Account</b>	<b>Transaction Amount</b>
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	621400	\$ 31.97
10/20/2023	F2400024	HR Payroll 2023 BW 21 0	622100	\$ 92.94
11/1/2023	J2404606	CALCARD MASTER 0989 10/2023	728150	\$ 333.97
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	611100	\$ 5,328.80
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	611100	\$ 200.00
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	621100	\$ 422.95
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	621200	\$ 835.82
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	621300	\$ 31.97
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	621400	\$ 31.97
11/3/2023	F2400028	HR Payroll 2023 BW 22 0	622100	\$ 8.00
				\$ 41,634.77

**Siskiyou County Local Transportation Commission**  
 Report of Revenues Expenditures - Overall Work Program

Fiscal Year 24

From 01-JUL-2023 To 08-NOV-2023

Fund: 2506

Org: 303030

<u>Transaction Date</u>	<u>Document #</u>	<u>Document Description</u>	<u>Account</u>	<u>Transaction Amount</u>
<u>Revenues Received:</u>				
10/1/2023	IA234176	1ST QTR 23/24 INTEREST ALLO	530100	\$ 624.37
9/22/2023	J2402954	DEP #23-001 ST OF CA 22/23	540800	\$ 23,271.07
				\$ 23,895.44
<u>Payroll and Expenditures:</u>				
10/26/2023	I2407153	KENNY & NORINE, A LAW CORPO	723000	\$ 3.30
10/3/2023	I2405288	WCP SOLUTIONS	722000	\$ 34.48
8/17/2023	I2402712	TAVALERO, SUSAN	729000	\$ 36.55
8/17/2023	I2402711	TAVALERO, SUSAN	729000	\$ 36.55
8/29/2023	I2403262	TAVALERO, SUSAN	729000	\$ 36.55
10/12/2023	I2406110	TAVALERO, SUSAN	729000	\$ 36.55
10/26/2023	I2407155	TAVALERO, SUSAN	729000	\$ 36.55
8/29/2023	I2403261	DEUTSCH, BRUCE R.	729000	\$ 57.90
10/11/2023	I2406074	DEUTSCH, BRUCE R.	729000	\$ 57.90
10/26/2023	I2407166	DEUTSCH, BRUCE R.	729000	\$ 57.90
10/4/2023	I2405259	CUMMINS, MELISSA	729000	\$ 62.23
8/22/2023	J2401704	07/24/23 CALCARD D OLSON	728000	\$ 86.48
10/26/2023	I2407149	GOVCONNECTION, INC.	723000	\$ 92.40
8/24/2023	I2403167	TAVALERO, SUSAN	729000	\$ 109.65
9/21/2023	I2404706	KENNY & NORINE, A LAW CORPO	723000	\$ 123.29
10/11/2023	I2406073	CUMMINS, MELISSA	729000	\$ 147.77
8/8/2023	I2402201	DEUTSCH, BRUCE R.	729000	\$ 173.70
10/26/2023	J2404412	PLN>LTC ATP GRANT FUND BY M	795000	\$ 227.99
9/7/2023	I2404091	GATEHOUSE MEDIA INC	724000	\$ 258.00
10/3/2023	I2405290	KENNY & NORINE, A LAW CORPO	723000	\$ 504.00
10/26/2023	I2407152	KENNY & NORINE, A LAW CORPO	723000	\$ 504.00
9/21/2023	I2404705	KENNY & NORINE, A LAW CORPO	723000	\$ 777.00
10/26/2023	J2404412	PLN>LTC WRK PRFMD BY M CUMM	795000	\$ 7,067.83
9/12/2023	I2404107	METROPOLITAN TRANSPORTATION	723000	\$ 26,000.00
				\$ 36,528.57



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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To: Siskiyou County Local Transportation Commission

Agenda Item: 3(b)

Date: November 14, 2023

Subject: Staff Report from General Services on STAGE and Airports

**Past Action**

This is a monthly report from Transportation Staff on transit and airport related items.

**Background**

Staff from Siskiyou County General Services – Transportation Division provide a monthly update on ongoing projects related to STAGE and Airports.

Report for November 14, 2023:

- No report received.

**Discussion**

If necessary, review any items the Commission wishes to seek clarification on.

**Recommendation**

None. This is an information item only.

Attachments (0)



**Siskiyou County Local Transportation Commission**  
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To: Siskiyou County Local Transportation Commission

Agenda Item: 3(c)

Date: November 14, 2023

Subject: Report of Activities by Commission Staff through November 8, 2023

**Past Action**

As requested by the Commission staff is providing the following summary of activities since the last meeting.

**I. Commission Activities:**

- Mt Shasta Ski Park Stakeholder Meeting – October 11, 2023
- Attended Dunsmuir ATP Workshop on October 18, 2023
- Sustainable Transportation Planning Grant Workshop – October 18, 2023
- Virtually attended the California Transportation Commission meeting on October 18<sup>th</sup> and October 19<sup>th</sup>.
- Attended Open House for Happy Camp Complete Streets on October 24, 2023.
- CalACT Conference – October 31<sup>st</sup> thru November 3, 2023
- Completed review of 38 proposals received for new Commission website.

**II. Regional Surface Transportation Program**

- Reviewed projects with each agency and discussed recommendations for allocation of future funds. A recommendation from the Technical Advisory Committee (TAC) will be brought to the Commission at a future meeting.

**III. Overall Work Program**

- Submitted Formal Amendment #1 for the FY 2023/2024 Overall Work Program.
- Submitted 1<sup>st</sup> Quarter OWP invoice.

**IV. Coordination Activities:**

- Attended presentation by Caltrans on the Yreka Pavement Rehabilitation Project – November 7, 2023
- Finalized agenda for Technical Advisory Committee (TAC) meeting and attended meeting on October 25, 2023.

**V. Active Transportation Plan Grant:**

- Scheduled kickoff meeting with consultant.

**VI. Regional Transportation Improvement Program**

- Attended meetings with each of our local agencies to discuss their RTIP projects, among other items:
  - October 9, 2023 – Fort Jones and Yreka
  - October 10, 2023 – Montague
  - October 11, 2023 – Tulelake and Dunsmuir
  - October 12, 2023 – Siskiyou County Public Works, Mt Shasta, and Weed



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- October 16, 2023 – Etna
  - October 17, 2023 – Dorris
    - Drafted proposed programming and presented it to the Technical Advisory Committee for review.
    - Posted draft programming for public comment on November 2, 2023.
    - Virtually attended California Transportation Commission – Interregional Transportation Improvement Program (ITIP) North Hearing – November 8, 2023

**VII. Upcoming Items**

- Open House – State Route 89/McCloud Intersection Improvement Project
  - November 16<sup>th</sup> – See Enclosed Flyer
- Caltrans D2 Local Agency Forum – November 13, 2023
- November 17, 2023 - Rural Counties Task Force (RCTF) and North State Super Region (NSSR) Meetings
- Regional Transportation Improvement Program Due to Caltrans/CTC – December 15, 2023
- SB125 Initial Submission – Due December 31, 2023

**Discussion**

If necessary, review any items the Commission wishes to seek clarification on.

**Recommended Action**

None. This is an information item only.



**Siskiyou County Local Transportation Commission**  
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To: Siskiyou County Local Transportation Commission

Agenda Item: 3(d)

Date: November 14, 2023

Subject: Approval of Minutes for Previous SCLTC Meetings

**Past Action**

Not applicable.

**Background**

Staff is submitting the enclosed minutes for the October 10, 2023, meeting for review and approval by the Commission.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

Approval of minutes with amendments if necessary.



**Siskiyou County Local Transportation Commission**  
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Minutes of the Siskiyou County Local Transportation Commission

Date: October 10, 2023

The Siskiyou County Local Transportation Commission meeting of October 10, 2023, was called to order by Chair Ogren at 1:30 p.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Chair Nancy Ogren  
Susan Tavalero  
Michael Kobseff

Vice Chair Bruce Deutsch  
Ed Valenzuela

Commissioners absent from the meeting:

Paul McCoy  
Julia Mason (Alternate)

Brandon Criss (Alternate)

Also Present:

Melissa Cummins, Executive Director  
Steve Serdahl, Deputy Director of General Services  
Jim Mullins, General Manager, Mt Shasta Ski Park

The agenda items included:

- 1) Roll Call – Chair Ogren called the meeting to order at 1:30 p.m.

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

- 2) Presentation from the Public

Jim Mullins, General Manager for the Mt Shasta Ski Park, addressed the Commission regarding the unmet transit needs request that would supply transit services to the Ski Park during winter months.

- 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 – September 12, 2023
- e) State Transit Assistance – Amended Budget and Claim - FY 2022/2023
- f) Local Exchange Transportation Funds – Amended Budget FY 2023/2024
- g) Montague – South 6<sup>th</sup> Street Project – Change in Project Scope

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

Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason, McCoy

Motion passed unanimously.

4) New Business

- a) Local Transportation Commission Revised Budgets – FY 2023/2024

A motion was made by Commissioner Kobseff and seconded by Commission Valenzuela to adopt the resolution approving the FY 2023/2024 Local Transportation Administration budget as presented and authorize the Auditor-Controller to make amendments to allocations as stated.

Ayes: Deutsch, Kobseff, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason, McCoy

Motion passed unanimously.

- b) Overall Work Program – FY 2023/2024 Amendment #1 and Amended Budget

A motion was made by Commissioner Kobseff and seconded by Commission Tavalero to adopt the resolution approving the amended FY 2023/2024 Overall Work Program and amended FY 2023/2024 Regional Planning Assistance budget as presented, authorize the Executive Director to execute all documents necessary to secure funds, and authorize the Auditor-Controller to make amendments to allocations as stated.



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

Motion passed unanimously.

(c) Contract for Regional Active Transportation Plan

Approve contract with Alta Planning + Design, Inc for the term October 10, 2023, through October 20, 2024, for an amount not to exceed \$ 209,290.70.

A motion was made by Commissioner Valenzuela and seconded by Commission Kobseff to approve the contract with Alta Planning + Design, Inc. for the term October 10, 2023, through October 20, 2024, for an amount not to exceed \$ 209,290.70.

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

Motion passed unanimously.

5) Other Business

- a) Commissioner Deutsch requested a future agenda item to discuss holding Commission meetings in other areas of the County in 2024.
- b) Commissioner Deutsch provided an update on the UCLA Capstone project and a recent meeting with Ms. Mia Lewis, Juan Matute, and Ms. Cummins.
- c) The next regular meeting is on Tuesday, November 14, 2023, at 1:30 p.m.
- d) Chair Ogren adjourned the meeting at 2:15 p.m.



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To: Siskiyou County Local Transportation Commission

Agenda Item: 3(e)

Date: November 14, 2023

Subject: Transportation Development Act Apportionment for State Transit Assistance – FY 2023/2024

### **Past Action**

Each year the Commission approves allocations for the upcoming fiscal year receipts of State Transit Assistance funds.

On November 29, 2022, the Commission approved revised State Transit Assistance claims for FY 2021-2022 and FY 2022-2023.

On October 10, 2023, the Commission approved the revised State Transit Assistance claim for FY 2022/2023.

### **Background**

The State Transit Assistance (STA) fund is one of two funding sources provided by the Transportation Development Act (TDA). State Transit Assistance (STA) fund comes from the statewide sales tax on diesel fuel.

The State Controller's Office (SCO) allocates the STA, by formula, to planning agencies and other eligible agencies. Statute requires that 50% of STA funds be allocated according to population and 50% be allocated according to operator revenues from the prior fiscal year. The Siskiyou County Local Transportation Commission is the Regional Transportation Planning Agency (RTPA) responsible for apportioning and administering these funds for this region.

Each year the State Controller's Office issues estimates of revenue available to the Commission.

### **Discussion**

The FY 2023-2024 the estimates are as follows:

PUC 99313 - \$ 538,718.00

PUC 99314 - \$ 22,945.00

An efficiency review of the transit operator, Siskiyou Transit and General Express (operated by the County of Siskiyou), was conducted by the Executive Director pursuant to the Transportation Development Act - Section 99314.6 – State Transit Assistance; Operators Qualifying Criteria.



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TDA – Section 99314.6(A) states the total operating cost per revenue service hour cannot exceed the preceding year's total operating cost per revenue vehicle hour plus an amount equal to the product of the percentage change in the Consumer Price Index for the same period multiplied by the preceding year's total operating cost per revenue vehicle hour.

- The total operating cost per revenue vehicle hour for the fiscal year ending June 30, 2021, was \$ 201.77.
- The total operating cost per revenue vehicle hour for the fiscal year ending June 30, 2022, was \$ 164.23.

The preceding year's operating cost per revenue vehicle hour plus the CPI adjustment for June 30, 2022, is \$ 239.88. Since this amount falls below the operating cost per revenue vehicle hour for the preceding year the operator is eligible to receive the entire allocation for operations.

**Recommended Action**

Adopt Resolution approving the State Transit Assistance claim for FY 2023-2024 for the County of Siskiyou.

Attachments (1)

Siskiyou County Local Transportation Commission

Resolution No. \_\_\_\_\_

State Transit Assistance (STA) Amended Claim for FY 2023/2024

WHEREAS, the Siskiyou County Local Transportation Commission (SCLTC) is the designated local planning agency for the area otherwise known as the County of Siskiyou; and

WHEREAS, the County of Siskiyou – Siskiyou Transit and General Express (STAGE) is required to file annual transportation claims for funds, if any, from the State Transit Assistance Fund (STA); and

WHEREAS, it is the responsibility of the SCLTC, under the provisions of the Transportation Development Act (TDA), to review the annual transportation claims and to make allocations of monies from the STA, based on the estimated revenue upon approving said claim; and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from SCLTC, and

WHEREAS, on August 1, 2023, the State Controller's Office issued a report of estimated revenues for STA funds for FY 2023-2024, and

NOW, THEREFORE, BE IT RESOLVED that the Siskiyou County Local Transportation Commission approves the following allocations:

State Transit Assistance Funds to:

County of Siskiyou (STAGE) the estimated amount of \$ 561,663.00 plus all interest earned during FY 2023/2024.

This allocation is to be paid by the County Auditor-Controller upon receipt of the executed resolution.

BE IT FURTHER RESOLVED, that the Executive Director, appointed by the Commission, is authorized to sign the allocation instructions and to issue the instructions to the County Auditor-Controller to pay the claimants in accordance with the above allocations.

PASSED AND ADOPTED this 14<sup>th</sup> day of November 2023 by the Siskiyou County Local Transportation Commission by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Nancy Ogren, Chairperson

ATTEST:

\_\_\_\_\_  
Melissa Cummins  
Executive Director



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097

To: Siskiyou County Local Transportation Commission

Agenda Item: 3(f)

Date: November 14, 2023

Subject: Caltrans Construction Update

**Past Action**

Caltrans provided an update on ongoing construction projects to the Commission on September 12, 2023.

**Background**

The enclosed material was presented to the City of Yreka at their regular meeting on Tuesday, November 7, 2023. This information is being provided to Commissioners as an informational item.

Caltrans will be presenting a similar update to the Board of Supervisors on December 5, 2023.

**Discussion**

Information only.

**Recommendation Action**

No action required.

Attachments (1)

Caltrans Yreka Rehabilitation Presentation

# NON-DISCRIMINATION POLICY STATEMENT



The California Department of Transportation, under Title VI of the Civil Rights Act of 1964, ensures "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Caltrans will make every effort to ensure nondiscrimination in all of its services, programs and activities, whether they are federally funded or not, and that services and benefits are fairly distributed to all people, regardless of race, color, or national origin. In addition, Caltrans will facilitate meaningful participation in the transportation planning process in a nondiscriminatory manner.

Related federal statutes, remedies, and state law further those protections to include sex, disability, religion, sexual orientation, and age.

For information or guidance on how to file a complaint, or obtain more information regarding Title VI, please contact the Title VI Branch Manager at (916) 324-8379 or visit the following web page:

<https://dot.ca.gov/programs/civil-rights/title-vi> .

1



Catherine Low, Project Manager  
John Hinton, Area Construction Engineer  
Austin Henry, Resident Engineer  
Caltrans District 2

Yreka City Council Meeting  
701 Fourth St Yreka, CA  
November 7, 2023

2



- Season 1 (2022)
  - Complete Segment 7
- Season 2 (2023)
  - Complete Segment 1, 2, 5, and 6
- Season 3 (2024)
  - Clean California work
  - Segment 3 and 4

3



## Season 2



4



Season 2



5



Season 2



6



## Season 2



7



## Season 2



8



## Season 2



- Open to two-way traffic for the rest of this season
- Working with contractor to grind pavement surfaces
- Install contrast striping for improved visibility over winter
- Started work in Segment 3

9



10



## Season 3



11



## Season 3



- Traffic Control
  - Place concrete for intersections of Highway 3 and
    - Moonlit Oak Avenue
    - Oberlin Road
- Bridge Rail Upgrade
  - Yreka Creek Bridge on Highway 3

12

# Upcoming Projects

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- Yreka Maintenance Station Shop
  - Construction planned for 2024
- Yreka Pavement on I-5
  - Construction planned for 2030

13

# Thank You

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14



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097

To: Siskiyou County Local Transportation Commission

Agenda Item: 4(a)

Date: November 14, 2023

Subject: UCLA Capstone Project

### **Past Action**

On July 11, 2023, the Commission discussed a proposal related to the UCLA Luskin Graduate Student Capstone Project. The concept was related to a redesign of the transit system to better meet the needs of residents. The project was in response to unmet needs identified by the City of Dunsmuir and subsequently submitted to the Commission on August 8, 2022.

On September 12, 2023, Commissioner Deutsch provided an overview of the item and introduced Ms. Mia Lewis who participated in the meeting via Zoom. Ms. Lewis provided a short introduction about herself and her background. The Commission provided directions to staff to research insurance coverage and a volunteer agreement and report back at a future meeting.

### **Background**

Ms. Mia Lewis will attend remotely and present an update on her proposed methods and research to date, her project plan, and projected final reports to the Commission.

Additional material will be provided at the meeting.

### **Discussion**

Discussion regarding the project.

### **Recommended Action**

Direction regarding the project.

Attachments (0)



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097

To: Siskiyou County Local Transportation Commission

Agenda Item: 4(b)

Date: November 14, 2023

Subject: Local Transportation Fund Claims – FY 2023/2024

### **Past Action**

On November 29, 2022, the Commission approved the Local Transportation Fund allocation plan for FY 2022/2023.

### **Background**

The Local Transportation Fund (LTF) was established by the Mills-Alquist-Deddeh Act (SB325), also known as the Transportation Development Act of 1971 (TDA). The Local Transportation Fund is derived from a ¼ cent of the general sales tax collected statewide. The California Department of Tax and Fee Administration, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. Each county then apportions the LTF funds within the county based on population estimates.

The purpose of these funds is to provide public transportation to residents and visitors of the County. The SCLTC may allocate funds from the LTF for local street and roads construction and maintenance. This provision is only applicable should a region certify that there are no unmet transit needs that are reasonable to meet. This is done through the Unmet Transit Needs process which includes an annual public hearing and finding.

The Commission adopted Resolution 23-26 on July 11, 2023, which outlined various unmet transit needs and whether they were reasonable to meet.

Pursuant to Public Utilities Code (PUC) 99401.6 a transportation planning agency may allocate funds for local streets and roads twenty days after acknowledgment of receipt of the unmet needs process by the Department of Transportation. Staff received a letter from Caltrans dated August 31, 2023, acknowledging receipt of the unmet needs documentation.

### **Discussion**

LTF funds are used to support public transportation services provided by Siskiyou Transit and General Express, operated by the County of Siskiyou.

The enclosed Local Transportation Funds FY 2023-2024 allocation plan is being presented for review by the Commission. If approved as presented, claim forms will be distributed to each agency. Upon approval by their governing Board, the claims will be returned to Commission staff. An allocation letter authorizing the release of funds will be submitted to the Auditor-Controller's office.



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

---

Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097

**Recommended Action**

Adopt Resolution and authorize Executive Director to proceed with preparation and distribution of FY 2023/2024 LTF claims.

Attachments (2)  
Local Transportation Funds Allocation Plan – FY 2023/2024  
Resolution for LTF FY 2023/2024

Siskiyou County Local Transportation Commission  
LTF Allocation Plan - FY 2023/2024

Approved Allocation Plan	
Preparation Date:	11/8/2023 **
Population Est Date:	1/1/2023 **
Current Fiscal Year:	2023/2024 **
Estimate Year:	2023/2024 **

Comments:

Transit LTF Requirement: \$ 1,075,000 \*\*

Preliminary	
Est Current Year Receipts:	\$ 2,074,454
Est Current Year Interest:	\$ 5,000
Total:	\$ 2,079,454
FY 2023/24 Est Receipts:	\$ 2,079,454
Administration Expense:	\$ 130,000
Available for Allocation:	\$ 1,949,454

97% of Prior Year Receipts

\*Approved with FY 23/24 Adopted Budget

Previous FY Receipts	
Actual Figure FY 2022/23:	\$ 2,108,355.58
Actual Figure - Interest - FY 2022/2023:	30,256.55
	<u>2,138,612.13</u>

Claimant	Population*	% of Total	No Exclusions		Transit		W/ Exclusions				Total Allocation Estimate	6/30/2023 Adjusted Carry Over	Total Available	Available Streets Roads 2022/23
			Transit Share	Other Projects	Population Base	% of Total	Transit Share	Percent of Allocation	Other Projects	Percent of Allocation				
Dorris	839	1.93%	\$ 20,711	\$ 16,618	-	0.00%	\$ -	0.0%	\$ 37,558	100.0%	\$ 37,558	\$ -	\$ 37,558.00	\$ 37,558.00
Dunsmuir	1,663	3.82%	\$ 41,052	\$ 32,940	1,663	3.98%	\$ 42,737	4.0%	\$ 31,708	42.6%	\$ 74,445	\$ -	\$ 74,445.00	\$ 31,708.00
Etna	668	1.53%	\$ 16,490	\$ 13,231	668	1.60%	\$ 17,167	1.6%	\$ 12,736	42.6%	\$ 29,903	\$ -	\$ 29,903.00	\$ 12,736.00
Ft. Jones	678	1.56%	\$ 16,737	\$ 13,429	678	1.62%	\$ 17,424	1.6%	\$ 12,927	42.6%	\$ 30,351	\$ -	\$ 30,351.00	\$ 12,927.00
Montague	1,203	2.76%	\$ 29,697	\$ 23,828	1,203	2.88%	\$ 30,915	2.9%	\$ 22,938	42.6%	\$ 53,853	\$ -	\$ 53,853.00	\$ 22,938.00
Mt. Shasta	3,215	7.38%	\$ 79,364	\$ 63,681	3,215	7.69%	\$ 82,621	7.7%	\$ 61,301	42.6%	\$ 143,922	\$ -	\$ 143,922.00	\$ 61,301.00
Tulelake	878	2.02%	\$ 21,674	\$ 17,391	-	0.00%	\$ -	0.0%	\$ 39,304	100.0%	\$ 39,304	\$ -	\$ 39,304.00	\$ 39,304.00
Weed	2,693	6.18%	\$ 66,478	\$ 53,341	2,693	6.44%	\$ 69,206	6.4%	\$ 51,348	42.6%	\$ 120,554	\$ -	\$ 120,554.00	\$ 51,348.00
Yreka	7,825	17.97%	\$ 193,163	\$ 154,993	7,825	18.71%	\$ 201,092	18.7%	\$ 149,199	42.6%	\$ 350,291	\$ -	\$ 350,291.00	\$ 149,199.00
Unincorporated	23,886	54.85%	\$ 589,636	\$ 473,120	23,886	57.10%	\$ 613,838	57.1%	\$ 455,434	42.6%	\$ 1,069,271	\$ -	\$ 1,069,271.00	\$ 455,434.00
<b>Total:</b>	<b>43,548</b>		<b>\$ 1,075,000</b>	<b>\$ 862,573</b>	<b>41,831</b>		<b>\$ 1,075,000</b>		<b>\$ 874,453</b>		<b>\$ 1,949,452</b>	<b>\$ -</b>	<b>\$ 1,949,452.00</b>	<b>\$ 874,452.00</b>

Total Allocation Estimate & Carry Over: \$ 1,949,452

\* Based on January 2023 Data from CA Dept of Finance

\*\* \$ 1.0 Million for operations / \$ 75,000 for rolling stock replacement

\$ 874,453.00

Siskiyou County Local Transportation Commission

Resolution No. \_\_\_\_\_

Local Transportation Commission Claims - FY 2023/2024

WHEREAS, Siskiyou County Local Transportation Commission (SCLTC), as the designated Regional Transportation Planning Agency (RTPA) for Siskiyou County, is responsible for the planning, allocating and/or programming of funds and administration of the Transportation Development Act of 1971 (TDA), as amended thereafter; and

WHEREAS, it is the responsibility of the SCLTC, under the provisions of the TDA, to review the annual transportation claims and to make allocations of monies from the Local Transportation Fund (LTF), based on the estimated revenue upon approving said claim; and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from the SCLTC; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, Lassen County Transportation Commission shall review the claims as they are received, approve same for the FY 2023/24 funds estimated to be available in the LTF, and make the following allocations:

1. To the Siskiyou County Local Transportation Commission for TDA administration and for planning and programming in the amount of \$130,000, per Section 99233.1 and 99233.2.
2. To the County of Siskiyou (STAGE) for Article 4 purposes, the total amount available of \$ 1,075,000, per Sections 99233.8, 99260(a), and 99262. The Commission's intent is that \$ 75,000 will be allocated to STAGE's rolling stock replacement account for future vehicle replacement.
3. To the following agencies the amount identified will be allocated for local streets and road maintenance:

Agency	Total Claim
City of Dorris	\$ 37,558.00
City of Dunsmuir	\$ 74,445.00
City of Etna	\$ 29,903.00
City of Fort Jones	\$ 30,351.00
City of Montague	\$ 53,853.00
City of Mt. Shasta	\$ 143,922.00
City of Tulelake	\$ 39,304.00
City of Weed	\$ 120,554.00
City of Yreka	\$ 350,291.00
County of Siskiyou	\$ 1,069,271.00
Total Allocations:	\$ 1,949,452.00

- These amounts include funding for transit services and streets/roads maintenance.

BE IT FURTHER RESOLVED, the Siskiyou County Local Transportation Commission has requested that approved claims be paid in full, provided the funds are available.

Siskiyou County Local Transportation Commission

BE IT FURTHER RESOLVED, that allocation instructions shall be prepared for each claimant in accordance with the above. The Executive Director, appointed by the Commission, is authorized to sign the allocation instructions and to issue the instructions to the County Auditor to pay the claimants in accordance with the above allocations.

PASSED AND ADOPTED this 14<sup>th</sup> day of November 2023 by the Siskiyou County Local Transportation Commission by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Nancy Ogren, Chairperson

ATTEST:

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Melissa Cummins  
Executive Director



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2  
Yreka, California 96097

To: Siskiyou County Local Transportation Commission

Agenda Item: 5(a/b/c)

Date: November 14, 2023

Subject: Other Business

**Discussion**

- a. Other topics from the Commission or staff that do not require a formal agenda item.
- b. Next regular meeting – Tuesday, December 12, 2023, at 1:30 p.m.  
\*Note – Time may be adjusted depending on other conflicting meetings.
- c. Adjourn

**Recommendation Action**

Adjourn meeting.