



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

Minutes of the Siskiyou County Local Transportation Commission

Date: May 14, 2024

The Siskiyou County Local Transportation Commission meeting of May 14, 2024, was called to order by Commissioner Deutsch at 10:30 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Bruce Deutsch
Nancy Ogren
Susan Tavalero
Ed Valenzuela

Commissioners absent from the meeting:

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

Other Staff Present In-Person:

Melissa Cummins, Executive Director
Andy Gilman, Transportation Services Coordinator

The agenda items included:

- 1) Roll Call – Commissioner Deutsch called the meeting to order at 10:31 a.m.
Commissioners present included Deutsch, Ogren, Tavalero, and Valenzuela.
- 2) Pledge of Allegiance
- 3) Presentation from the Public - None
- 4) Consent Agenda Items
Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from April 1, 2024, to April 30, 2024, for:
 - A. Local Transportation Commission (Fund: 2505)



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

- B. Regional Transportation Planning (Fund: 2506)
- C. Local Transportation Funds (Fund: 2536)
- D. Regional Surface Transportation Block Grant Program (Fund: 2537)
- E. State Transit Assistance (Fund: 2538)

Regular Informational Items

- F. Transportation Staff Report - Monthly report from General Services on transportation activities and ridership.
- G. Commission Staff Report - Monthly report from Executive Director on activities, reporting, and other projects.

Consent Agenda Action Items

- H. Approval of Minutes of the Regular Meeting held on February 27, 2024.
- I. Low Carbon Transit Operations Program - Adopt resolution approving the FY 23-24 project list.
- J. Social Services Transportation Advisory Council (SSTAC) Bylaws – Approve bylaws for the Commission’s SSTAC.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Ogren to approve the consent agenda as presented.

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

Motion passed unanimously.

- 5) Presentation/Discussion – Caltrans 2024 Construction Update – Presentation of construction projects in the region during the summer 2024 construction season.

Catherine Low, Project Manager, introduced Azeddine Bahloul, Project Manager for eastern Siskiyou County and the 97 corridor.

Commissioner Tavalero asked about the paving project through on State Route 97 through Dorris.



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

Ms. Low provided a presentation to the Commission on state highway needs consultations and numerous projects within the region in different stages (project development, planning, and construction).

Ms. Low answered questions from the Commission and staff on projects during her presentation.

Concerns were expressed by Commissioners regarding construction noise during 24-hour workdays on the Sac Gap bridge. Additionally, concerns were raised regarding the inconsistency of signage and speed limits throughout the various sections of construction zones between Weed and Dunsmuir.

6) Discussion/Action – Regional Surface Transportation Block Grant Program Project Selection – Review project proposals and select project(s) for funding.

Ms. Cummins provided an overview of each of the proposals received from local agencies. She also provided an update on other projects awarded funding last summer.

Commissioner Ogren inquired about a previous allocation to the Collier Interpretive Center. CIIC has a project that is shovel ready. Ms. Cummins will research the previous award to the organization and follow up with Commissioner Ogren.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to award funding as follows:

City of Dunsmuir – Apple Street Overlay	- \$ 74,000
Town of Fort Jones – Scott River Road	- \$ 55,000
City of Tulelake	
- City Hall Parking Lot	- \$ 20,000
- C Street (Main to East Alley)	- \$ 25,000
- E Street/Main Street Intersection	- \$ 45,000

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

7) Discussion/Action – Unmet Needs FY 2024/2025 – Receive recommendation from the Social Services Transportation Advisory Council (SSTAC) and adopt



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

resolution documenting findings for unmet transit needs within the region for FY 2024/2025.

Ms. Cummins reviewed the findings from the SSTAC. Some requests required additional outreach necessary to determine if they are reasonable to meet.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Ogren to adopt the resolution outlining the Unmet Transit Needs findings for FY 2024/2025.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

- 8) Discussion/Action – Overall Work Program and Budget for FY 2024/2025 –
Discussion and direction regarding the draft Overall Work Program for FY 2024/2025 and proposed budget.

Ms. Cummins provided an overview of the funding sources and activities of the program. Commissioner Ogren raised concerns regarding some of the required language in the documents.

A motion was made by Commissioner Deutsch and seconded by Commissioner Valenzuela to adopt the Resolution approving the FY 2024/2025 Overall Work Program; authorize the Executive Director to execute the FY 2024/2025 Overall Work Program Agreement, FY 2024 Certifications and Assurances for FTA Assistance Programs, FY 2024/2025 FHWA and FTA State and Metropolitan Transportation Planning Process Self-Certification, FY 2024/2025 Debarment and Suspension Certification, including future amendments to these documents as necessary; and authorize the Executive Director to make administrative amendments to the OWP that do not increase the budget.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

- 9) Discussion/Action – FY 2024/2025 Recommended Budgets – Discussion and direction regarding Recommended budgets for FY 2024/2025 for the following:



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

A. Local Transportation Administration (Fund: 2505)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Local Transportation Administration budget.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to adopt the resolution approving the Local Transportation Administration budget (Fund: 2505) for FY 2024/2025 and authorizing the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

B. Regional Planning Assistance (OWP) (Fund: 2506)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Regional Planning Assistance budget.

A motion was made by Commissioner Deutsch and seconded by Commissioner Valenzuela to adopt the resolution approving the Regional Planning Assistance/Overall Work Program budget (Fund: 2506) for FY 2024/2025 and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

C. Local Transportation Fund (Fund: 2536)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Local Transportation Fund budget.

A motion was made by Commissioner Ogren and seconded by Commissioner Tavalero to adopt the resolution approving the Local Transportation Fund budget



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

(Fund: 2536) for FY 2024/2025 and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

D. Regional Surface Transportation Block Grant Program budget (Fund: 2537)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Regional Surface Transportation Block Grant Program budget.

Ms. Cummins requested an amendment to the 630YTD amount for the State Other budget line item due to receipt of state revenues on May 13, 2024, that were not originally expected until after July 1st.

The resolution amounts were changed to revenue of \$ 251,241. The expense amount remains the same.

A motion was made by Commissioner Deutsch and seconded by Commissioner Tavalero to adopt the resolution approving the Regional Surface Transportation Block Grant Program budget (Fund: 2537) for FY 2024-2025 and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

E. State Transit Assistance budget (Fund: 2538)

Ms. Cummins provided a brief overview of revenues and expenses contained within the State Transit Assistance budget.

A motion was made by Commissioner Tavalero and seconded by Commissioner Valenzuela to adopt the resolution approving the budget for FY 2024-2025 for the State Transit Assistance budget (Fund: 2537) and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoucoltc.org

190 Fairlane Road
Yreka, California 96097
D: 530.842.8238/C: 530.709.5060

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

Motion passed unanimously.

10) Other Business

a) Executive Director – Other Updates

The Executive Director added the following items to the staff report:

Ms. Cummins reported out regarding the North State Super Region meeting on April 26, 2024, which included discussions with Congressman LaMalfa.

During a visit to the Shasta Regional Transportation Agency's Board of Directors meeting. During a transit funding presentation their staff mentioned a recent change in legislation that allows transit operators to include non-state grants in their farebox recovery ratio calculations. Staff will continue to seek clarification on this item.

At a previous meeting Commissioner Tavalero requested information on the ridership related to service between McCloud and Mt Shasta for high school students. Mr. Gilman provided information to Commissioner Tavalero.

Staff are planning an open house to solicit input from the region's airport stakeholders. The open house is tentatively planned for Tuesday, June 25, 2024. Commissioner Ogren asked about the possibility of pushing this event out due to a conflict with her schedule.

b) Other Business

Commissioner Deutsch reported that Mia Lewis, graduate student from UCLA, had a successful visit. She was able to connect with staff from STAGE, Commissioner Tavalero, City Manager Jason Ledbetter and Juliana Lucchesi from the City of Yreka. He has a copy of her draft report and is requesting she be added to the next agenda to present her findings.

c) Next Regular Meeting – Tuesday, June 11, 2024, at 10:30 a.m. PST

11) Adjourn – Chair Deutsch adjourned the meeting at 11:32 a.m.