



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: June 11, 2024

The Siskiyou County Local Transportation Commission meeting of June 11, 2024, was called to order by Commissioner Deutsch at 10:31 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
Michael Kobseff
Paul McCoy

Commissioners absent from the meeting:

Julia Mason (Alternate)
Brandon Criss (Alternate)

Other Staff Present In-Person:

Melissa Cummins, Executive Director
Angie Stumbaugh, Transportation Services Manager
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, Kobseff, McCoy, Ogren, Tavalero, and Valenzuela.

- 2) Pledge of Allegiance
- 3) Presentation from the Public - None
- 4) Consent Agenda Items

Item 4H was pulled at the request of Commissioner Kobseff.



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Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from May 1, 2024, to May 31, 2024, for:

- A. Local Transportation Commission (Fund: 2505)
- 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 May 14, 2024.

A motion was made by Commissioner Kobseff for the balance of the consent agenda and seconded by Commissioner Valenzuela.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason, McCoy

Abstain: Kobseff

Motion passed unanimously.

A motion was made by Commissioner Valenzuela to approve Item H and seconded by Commissioner Tavalero.

Ayes: Deutsch, McCoy, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Mason

Abstain: Kobseff

Motion passed unanimously.

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



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Kristin Robinson, Clean California Coordinator for Caltrans District 2, provided a presentation on the program including job creation, dump days offered, garbage collected, and community engagement activities throughout the region.

Ms. Robinson answered questions from the Commission on the future of the project.

6) Presentation/Discussion – Revitalizing Rural Transit Presentation – Presentation of draft report by Ms. Mia Lewis.

Ms. Lewis's full report was included in the agenda packet. During the meeting Ms. Lewis presented a summary of her findings to the Commission including an executive summary of the project, literature review, interview results, quantitative methods, access and route analysis, and grant funding opportunities.

Commissioners provided feedback on the information and discussed various ideas to increase ridership. Commissioner Deutsch emphasized the need for intracity bus service that residents can rely on. Commissioner Kobseff stresses the need to reduce fares to increase the number of riders. Commissioner Valenzuela addresses the concern about other providers that may be able to provide more direct service.

7) Discussion/Action – Local Transportation Fund and State Transit Assistance Claims – FY 2024/2025

Ms. Cummins provided an overview of the documentation included in the agenda packet related to STAGE's FY 2024/2025 State Transit Assistance and FY 2024/2025 Local Transportation Funds claim. Since STAGE did not meet the efficiency review requirements as outlined in the Transportation Development Act, they are only eligible to receive \$ 524,656 for operations and \$ 18,276 would only be available for capital expenses.

Commissioner Ogren inquired about the funding source for the buses recently purchased by STAGE. Ms. Cummins explained that the purchase was funded by previously allocated rolling stock replacement funds and grant funds.

Ms. Cummins reviewed some of the exemptions that were incorporated in the efficiency review calculations. She also touched on the farebox recovery ratio and that this is a topic at the state level regarding the punitive nature of the performance measure for small rural operators.



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The second part of the agenda item is the Local Transportation Fund claims for FY 2024/2025. Ms. Cummins reviewed historical data on STAGE's budget from 2011 to the current year. She reviewed specific revenue and expenditure items and the changes during this period. This included projections for the current fiscal year. Discussion followed between the Commission and staff on the budget data presented.

Ms. Cummins provided the estimated deficit for FY 2023/2024 and FY 2024/2025 totaling approximately \$ 545,000. The operations allocation from the LTF to STAGE has not increased since FY 2015/2016.

Staff's recommendation is to increase STAGE's LTF allocation for FY 2024/2025 to a total of \$ 1,250,000, which includes the \$ 75,000 for rolling stock replacement.

A motion was made by Commissioner McCoy and seconded by Commissioner Tavalero to adopt the resolution approving the State Transit Assistance claim for FY 2024/2025 with \$ 524,656 for operations and \$ 18,276 plus all interest earned during FY 2024/2025 to the capital/rolling stock replacement account.

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

Motion passed unanimously.

A motion was made by Commissioner McCoy and seconded by Commissioner Tavalero to adopt the resolution approving the Local Transportation Fund Claims for FY 2024/2025.

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

Motion passed unanimously.

- 8) Discussion/Action – Regional Surface Transportation Block Grant Program –
Discussion and possible action regarding allocating funding to a proposed project

Ms. Cummins provided an overview of the agenda item. At the previous Commission meeting a question came up regarding funding for a potential shovel



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ready project at the Collier Rest Area Interpretive and Information Center (CIIC). Staff were to research and bring an item back before the Commission. Ms. Cummins and Commissioner Ogren met to review the program requirements and a review of the proposed project. CIIC is an eligible public agency, and this is a transportation related project.

Ms. Cummins contacted the vendor for proposed signs and the contractor to install them. Both agreed to honor their previous quotes submitted to CIIC for the project.

Ms. Cummins did notify the Commission that the City of Etna, who received an allocation for a project at a previous meeting, has a \$ 9,000 shortfall on their Cleveland Street project.

A motion was made by Commissioner Ogren and seconded by Commissioner Tavalero to authorize an allocation of \$ 25,830.00 to the Collier Rest Area Interpretive and Information Center for the Collier Rest Area Interpretive Signs project.

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

Motion passed unanimously.

- 9) Discussion/Action - FY 2024/2025 Recommended Budgets – Discussion and direction regarding Recommended budgets for FY 2024/2025 for the Regional Surface Transportation Block Grant Program budget (Fund: 2537).

During the previous meeting the Commission reviewed various FY 2024/2025 budgets. At that meeting there was an adjustment to the resolution for Fund 2537 due to state funds being received earlier than expected. During a subsequent review it was noted that the amount on the resolution was incorrect. The materials presented in the agenda packet are correcting the FY 2024/2025 budget resolution to reflect the correct estimated revenues and expenditures.

It was noted that Attachment A to the resolution showed a grand total of \$ 394,000 for FY 2024/2025, but this total should be a negative \$ 144,000.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to adopt the resolution, with the amended Attachment A,



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approving the FY 2024/2025 Regional Surface Transportation Block Grant budget.

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

Motion passed unanimously.

10) Other Business

a) Executive Director – Other Updates

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

Ms. Cummins provided the Commission with an update on the change from Greyhound to FlixBus. FlixBus now services the I5 corridor. Staff have been communicating with a FlixBus representative about moving their stop to the Mt Shasta Shopping Center. Staff contacted the Mt Shasta City Manager prior to any changes being implemented. The City has approved the request so FlixBus is refining the schedule and will be notifying us when the change is implemented.

Ms. Cummins attended the California Transit Association's spring legislative conference in May. The CTC created the Transit Transformation Task Force in response to SB125. Ms. Cummins plans to attend these meetings and may bring a letter back before the Commission at a later date.

Ms. Cummins provided the Commission with a preview of the Commission's new website.

b) Other Business

Commissioner Valenzuela requested a future agenda item to review the grant funding opportunities identified in Ms. Lewis's report.

Commissioner Deutsch asked about the status of the JPA for the transit agency. Ms. Cummins advised that there was a meeting on Thursday (June 13, 2024) with STAGE's liability carrier and County Counsel to discuss the item.



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Commission Kobseff mentioned another rural agency that subsidizes Uber to provide additional services. Ms. Cummins will reach out to Shasta Regional Transportation Agency to seek information on other programs they offer.

c) Next Regular Meeting – Tuesday, August 20, 2024, at 10:30 a.m. PST

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