



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

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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: October 8, 2024

The Siskiyou County Local Transportation Commission meeting of October 8, 2024, was called to order by Commissioner Deutsch at 10:32 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

Commissioners absent from the meeting:

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

Other Staff Present In-Person:

Melissa Cummins, Executive Director  
Angie Stumbaugh, Transportation Services Manager

The agenda items included:

- 1) Roll Call – Commissioner Deutsch called the meeting to order at 10:32 a.m.

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

- 2) Pledge of Allegiance
- 3) Presentation from the Public - None

Ms. Cummins introduced Kellie Mendes, Regional Planner, Caltrans District 2. Kellie has been assigned as Siskiyou's Regional Planner in place of John Maxwell.

- 4) Consent Agenda Items



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Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from September 20, 2024, to September 30, 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 September 26, 2024

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

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

Motion passed unanimously.

After the consent agenda vote Ms. Cummins advised the Commission of an urgency item that came to staff's attention after the posting of the agenda on Friday, October 5, 2024.

A request for a letter of support was received on October 5, 2024, for a Caltrans grant application to the PROTECT program for Rattlesnake Slide along the State Route 96 corridor. This location is a high priority for Caltrans due to the longstanding history of significant slides that result in closures of the corridor blocking travel for residents in the communities along the Klamath River.



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A Caltrans video of a previous slide at this location was shown to the Commission. The Notice of Funding is anticipated to be released in October, but the next Commission meeting isn't until November 19, 2024.

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to amend the posted agenda to add the urgency item.

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

Motion passed unanimously.

- 5) Discussion/Direction/Action – Letter of Support to Caltrans for a grant application to the PROTECT program for the Rattlesnake Slide area of State Route 96.

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to authorize a letter of support to Caltrans.

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

Motion passed unanimously.

- 6) Discussion/Direction/Action – Approve First Addendum to Contract for Services with Alta Planning + Design, Inc. for development of a regional active transportation plan extending the term of the contract to June 15, 2025.

The allocation for the project was awarded by the California Transportation Commission (CTC) on October 12, 2021. The Commission (SCLTC) had thirty six months from the allocation date to complete the project. The first Request for Proposals (RFP) was issued in the summer of 2022. There were concerns with that RFP process, so at the recommendation of the Commission's legal counsel all bids were rejected. The RFP was re-posted in June 2023. The selection process was completed and the contract awarded in October 2023.

The request will not increase the cost of the contract. It will extend the deadline for the services to be completed to June 15, 2025.



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A time extension request was submitted to CTC, which is scheduled for their October 17<sup>th</sup> and 18<sup>th</sup> agenda.

Staff is requesting approval of the addendum contingent upon the CTC approving the time extension request.

Commissioner Deutsch asked about the timeframe for the project to be completed. Ms. Cummins reviewed the steps taken at the commencement of the project with the knowledge that they had a shorter window to complete the work. Additional delays were the result of the weather and city council presentations being postponed. She expects the final plan to be in front of the Commission for approval in March or April (2025).

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to approve the First Addendum to the contract for services with Alta Planning + Design, Inc. to extend the term of the contract to June 15, 2025, contingent on the California Transportation Commission approving the time extension request.

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

Motion passed unanimously.

- 7) Discussion/Action – Adopt resolution authorizing the Executive Director to execute the Master Fund Transfer Agreement between the Commission and the State of California for the period of January 1, 2025, to December 31, 2034.

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to adopt Resolution authorizing the Executive Director to execute the Master Fund Transfer Agreement for the period of January 1, 2025, to December 31, 2024.

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

Motion passed unanimously.



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- 8) Discussion/Direction/Action – Authorize Chair to execute the Siskiyou Transportation Agency Joint Powers Agreement upon final approval by the Cities of Dorris, Fort Jones, Weed, and Yreka.

There were four agencies that have not obtained City Council approval. Montague City Council approved the item on Thursday (October 3, 2024). Dorris City Council was scheduled for Monday (October 7<sup>th</sup>) but their meeting was postponed to October 8<sup>th</sup>. Weed City Council will hear the item on October 10<sup>th</sup>, Fort Jones Town Council on October 14<sup>th</sup>, and Yreka City Council on October 15<sup>th</sup>. Assuming all agencies approve the document, it is tentatively scheduled for approval by the Board of Supervisors on November 12, 2024.

Ms. Cummins also highlighted a document, which was included in the agenda, on the various roles and responsibilities for the Commission versus the new Board of Directors.

Commissioner Kobseff asked about the concerns voiced by the local agencies. Ms. Cummins provided an overview of the various concerns she has heard from the agencies.

A motion was made by Commissioner Kobseff and seconded by Commissioner Tavalero authorizing the Chair to execute the Siskiyou Transportation Agency Joint Powers Agreement once approved by all local agencies.

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

Motion passed unanimously.

- 9) Other Business

A. Executive Director – Other Updates

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

- i. The letter to the Governor regarding the closure of the Collier Rest Area has been finalized and will be sent to the various stakeholders. Commissioner Kobseff also requested it be sent to RCRC, CSAC, Congressman LaMalfa, and the Senators.



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- ii. The Commission's legal counsel notified the Executive Director that he believes it would be best if they found other legal counsel due to potential conflicts with the new JPA and other members.
- iii. A copy of the Walk, Bike, Roll event flyer at Weed Elementary School on October 9<sup>th</sup> was provided to all Commissioners.
- iv. Regarding the potential contracting out for transit services (related to the Mt Shasta Ski Park) Ms. Cummins was contacted for additional information on the item by the County's labor negotiator. A request was submitted to the union with this information, and they were given until October 12, 2024, to request a meet and confer on the matter.

Commissioner Kobseff asked if staff were working on the RFP while we waited. Commissioner Tavalero asked if the initial two trips per day filled up if we would have additional trips available. Ms. Cummins explained that it would require additional meet and confer since this would be outside the scope discussed.

**B. Other Business**

Commissioner Deutsch asked Caltrans about the signage along Interstate 5. There are still signs for 55 MPH, but large sections with no work.

Commissioner Kobseff asked about the signage by the Butte Valley Community Center. Commissioner Ogren also voiced concern about this turn having just been through the area.

Commissioner Kobseff asked about the estimated start for the ski park buses if approved. Ms. Cummins advised the ski park would like the buses to begin mid-December and run through mid-March.

Ms. Cummins advised the Commission that the SB 125 check (for the first allocation) arrived last Friday.

**C. Next Regular Meeting – Tuesday, November 19, 2024, at 10:30 a.m. PST**

10)Adjourn – Chair Deutsch adjourned the meeting at 11:02 a.m.