



**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: November 19, 2024

The Siskiyou County Local Transportation Commission meeting of November 19, 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  
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  
Andy Gilman, Transportation Services Coordinator

The agenda items included:

- 1) Roll Call – Commissioner Deutsch called the meeting to order at 10:30 a.m.

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

- 2) Pledge of Allegiance

- 3) Presentation from the Public - None

- 4) Consent Agenda Items

Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from October 1, 2024, to November 10, 2024, for:

- A. Local Transportation Commission (Fund: 2505)



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- 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)
- F. SB 125 TIRCP/General Fund (Fund: 2546)
- G. SB 125 Greenhouse Gas Reduction Fund (Fund: 2547)
- H. SB 125 Public Transit Account (Fund: 2548)

Regular Informational Items

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

Consent Agenda Action Items

- K. Approval of Minutes of the Regular Meeting held on October 8, 2024
- L. Presentation of FY 2024/2025 Audit Communication Letter from Charles W Pillon, C.P.A. regarding audits for the year ended June 30, 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.

- 5) Discussion/Direction/Action – Local Transportation Fund – FY 2024/2025 Amended Claim – Authorize the Executive Director to prepare and distribute a revised LTF claim for FY 2024/2025 for Siskiyou County Public Works.

Ms. Cummins reviewed the material included in the agenda for this item. The transit share for Siskiyou County Public Works should be \$ 713,258 instead of \$ 538,258.



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A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to authorize the Executive Director to prepare and distribute a revised LTF claim for FY 2024/2025 for Siskiyou County Public Works.

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

Motion passed unanimously.

- 6) Discussion/Action – Authorize an increase in appropriations of \$ 340,278 for the Regional Surface Transportation Block Grant Program for FY 2024/2025.

Ms. Cummins provided an overview of how the Recommended budget was prepared based on assumptions of when agencies would submit requests for reimbursements. Some of those requests were not received until after the end of the County's accrual period. This request will adjust the current year's budget to reflect the available funds to pay out additional claims to agencies.

Ms. Cummins also provided an update on current allocations and requests for reimbursement from agencies.

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to authorize the Executive Director to execute the transfer form to increase the FY 2024/2025 RSTP appropriations by \$ 340,278 and authorizing the Auditor-Controller to amend the appropriations pursuant to this request.

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

Motion passed unanimously.

- 7) Other Business

A. Executive Director – Other Updates

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



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- i. Mt Shasta Ski Park Shuttle Services – Ms. Cummins advised the RFP for the Mt Shasta Ski Park Shuttle Services was issued on November 18, 2024. Direct notifications were sent to various entities of interest including the Ski Park General Manager, other transportation providers within the region and in neighboring regions and Discover Siskiyou. The RFP notice was also submitted to the California Association for Coordinated Transportation and California Transit Association for posting on their websites.

Ms. Cummins provided the Commission with a preview of some logos staff drafted up for the new Siskiyou Transportation Agency. Commissioners provided input on which logo they preferred. Commissioner Deutsch offered to work on the graphics and colors of the logo.

The STA JPA will be on the Board of Supervisors agenda on December 3, 2024. The first meeting of the new JPA will be immediately following the LTC meeting on December 17, 2024.

Staff will be providing refreshments at the December 17<sup>th</sup> meeting since it will be the last meeting for a few of our Commissioners.

**B. Other Business**

Commissioner Deutsch plans to present an item on the South Siskiyou Regional Transit Plan at the next meeting, which will also be the first meeting of the new JPA (Siskiyou Transportation Agency). Proposals

**C. Next Regular Meeting – Tuesday, December 17, 2024, at 10:30 a.m. PST**

- 8) Adjourn – Chair Deutsch adjourned the meeting at 10:49 a.m.