



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: December 17, 2024

The Siskiyou County Local Transportation Commission meeting of December 17, 2024, was called to order by Commissioner Deutsch at 10:34 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Bruce Deutsch
Ed Valenzuela
Nancy Ogren
Susan Tavalero

Commissioners absent from the meeting:

Michael Kobseff
Paul McCoy
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 10:34 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 November 11, 2024, to December 11, 2024, for:



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 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)
- 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. Commission Staff Report - Monthly report from Executive Director on activities, reporting, and other projects.

Consent Agenda Action Items

- J. Approval of the Minutes of the Regular Meeting held on November 19, 2024.
- K. Amended State Transit Assistance Claim FY 2023/2024 – Approve the Final Amended State Transit Claim for FY 2023/2024 for STAGE.

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
Abstain: None

Motion passed unanimously.

- 5) Discussion/Direction/Action – Discussion regarding the audited financial statements for FY 2023/2024, acceptance of the statements, and authorize the Executive Director to submit them to Caltrans and the State Controller's Office.

Ms. Cummins provided an overview of the audit process and annual requirements. She also reviewed each of the audit findings included in the audits for the period ending June 30, 2024, and discussed how those findings are being resolved in future years.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to accept the audits and authorize the Executive Director to file them with Caltrans and the State Controller's Office.



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoulc.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
Abstain: None

Motion passed unanimously.

- 6) Discussion/Action – Discussion and possible action regarding a request to increase the allocation of Regional Surface Transportation Block Grant funding to the Collier Interpretive and Information Center (CIIC) by \$ 1,876 for a total not-to-exceed allocation of \$ 27,706.

Ms. Cummins provided an overview of previous actions taken by the Commission related to the Collier Rest Area Walking Path Interpretive Signs Project. She also provided an overview of other challenges that forced delays to the project. After the site visit was conducted the contractor notified CIIC they would need equipment to complete the installation.

The current fund balance of RSTP funds is \$ 12,874.10.

Commissioner Ogren also provided an update on CIIC's efforts to increase revenue sources, including evaluating a revised contract with Caltrans for expanded use of the rest area. They have also had recent discussions with the Siskiyou County Economic Development Council.

A motion was made by Commissioner Deutsch and seconded by Commissioner Ogren to authorize additional funding of \$ 1,876, for a total not-to-exceed of \$ 27,706, to the Collier Interpretive and Information Center for the Collier Rest Area Walking Path Interpretive Signs Project.

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

Motion passed unanimously.

- 7) Discussion/Action – Discussion and direction regarding letter to Caltrans District 2 and the Project Management Team regarding the 2024 Interstate 5 construction project between Weed and Dunsmuir.



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. Cummins provided a brief overview of the request. Commissioner Valenzuela added that as elected officials they typically don't receive good feedback. Other Commissioners added positive comments regarding their personal experience during the construction season.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to authorize the Chair to execute the letter.

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

Motion passed unanimously.

8) Other Business

A. Executive Director – Other Updates

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

- The Master Fund Transfer Agreement has been finalized through Caltrans.
- The Request for Proposal for an update to the Coordinated Public Transit – Human Services Transportation Plan was issued on November 27, 2024.
- The Mt Shasta Ski Park Shuttle Services RFP responses are due by Friday, December 20th.
- Ms. Cummins attended a focus meeting with Caltrans last week regarding the McCloud Intersection Safety Project. She has asked Caltrans to present to the Commission and the McCloud Community Services District on the proposed alternatives before they make any final decisions.

B. Other Business

None

C. Next Regular Meeting – Tuesday, January 14, 2024, at 10:30 a.m. PST

9) Adjourn – Chair Deutsch adjourned the meeting at 10:52 a.m.