



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

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Melissa Cummins, Executive Director  
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190 Fairlane Road  
Yreka, California 96097  
D: 530.842.8238/C: 530.709.5060

Minutes of the Siskiyou County Local Transportation Commission

Date: February 11, 2025

The Siskiyou County Local Transportation Commission meeting of February 11, 2025, was called to order by Commissioner Ogren at 10:31 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Ed Valenzuela  
Nancy Ogren  
Mercedes Garcia

Cliff Munson  
Matthew Bryan

\*Jess Harris

(\*Arrived at 10:37 but did not vote or comment on any matters during the meeting since he is was an alternate.)

Commissioners absent from the meeting:

Michael N Kobseff  
Pat Vela

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 – Acting Chair Ogren called the meeting to order at 10:31 a.m. Commissioners present in-person included Bryan, Garcia, Munson, Ogren, and Valenzuela.

Commissioner Kobseff notified Ms. Cummins that he was expecting to arrive by 11 a.m. Commissioner Vela also provided prior notice that he was unavailable to attend today's meeting.

- 2) Pledge of Allegiance
- 3) Presentation from the Public

Ms. Cummins introduced Kellie Mendes, Caltrans District 2 Regional Planner, Angie Stumbaugh, Transportation Services Manager, and Andy Gilman, Transportation Services Coordinator, to the new members of the Commission.



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4) Consent Agenda Items

Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from January 3, 2025, to February 2, 2025, 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)
- 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 January 14, 2025.
- K. 2025 Commission Meeting Schedule – Adopt resolution establishing the 2025 meeting schedule and authorize the Chair to sign.

The Executive Director requested item 4K be pulled for discussion.

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

Ayes: Bryan, Garcia, Munson, Ogren, Valenzuela  
Noes: None  
Absent: Kobseff, Vela  
Abstain: None

Motion passed unanimously.

Item 4K – Resolution Establishing 2025 Meeting Schedule

Ms. Cummins advised the Commission this was a follow-up to their discussion at the January 2025 meeting regarding the meeting schedule for the calendar year 2025. Exhibit A to the resolution was inadvertently omitted from the agenda package. A printed copy was provided for review.



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A motion was made by Commissioner Munson and seconded by Commissioner Valenzuela to adopt the resolution with Exhibit A establishing the meeting schedule for calendar year 2025 and authorizing the Chair to sign.

Ayes: Bryan, Garcia, Munson, Ogren, Valenzuela  
Noes: None  
Absent: Kobseff, Vela  
Abstain: None

Motion passed unanimously.

- 5) Presentation/Discussion/Direction – Presentation of the draft Siskiyou County Active Transportation Plan by Alta Planning + Design.

Ms. Cummins provided an overview of the project and introduced Katie Selin, Alta Planning + Design, Inc. Ms. Selin presented a summary of the project activities to date. A public workshop is being held on February 19, 2025, from 5:30 to 6:30 p.m. Information on this event is available on the Commission's website and Facebook pages. Following the presentation today the public comment period will open and continue through March 13, 2025. The final plan will be brought back to the Commission for final adoption at the April 8, 2025, meeting.

Katie presented a project overview of the project, data sources reviewed, coordination efforts during the project, key issues identified, engagement activities, survey responses, recommendations, and implementation and funding suggestions. She also reviewed the next steps for the project.

Commissioner Ogren asked for clarification on page 14 regarding statistics related to taking public transit. Katie will confirm the material presents this correctly.

Commissioner Bryan asked about public comments received during the City of Dunsmuir's Active Transportation Plan development and if those comments were incorporated into this plan. Katie advised they did not use individual comments in the development of the regional active transportation plan.

This was a presentation and discussion only item.

- 6) Discussion/Action – Approve contract with LSC Transportation Consultants, Inc. to complete an update to the Siskiyou County Coordinated Public Transit – Human Services Transportation Plan, in an amount not to exceed \$ 49,758, with the work to be completed by June 30, 2026.



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Earlier this year (FY 2024/2025) the Commission authorized the carryover funds through the Overall Work Program to be allocated to the transit planning work element of the program. These funds were allocated to pay for a consultant to update the plan. A request for proposals was distributed and two responses were received in response to the RFP.

The costs for this project will be split between FY 2024/2025 and FY 2025/2026.

Commissioner Ogren asked for clarification on the proposed funding and deadlines to complete the plan.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Bryan to authorize the Chair to execute the contract between the Commission and LSC Transportation Consultants, Inc. for the update to the Siskiyou County Coordinated Public Transit – Human Services Transportation Plan, in an amount not to exceed \$ 49,758, with the work to be completed by June 30, 2026.

Ayes: Bryan, Garcia, Munson, Ogren, Valenzuela  
Noes: None  
Absent: Kobseff, Vela  
Abstain: None

Motion passed unanimously.

- 7) Discussion/Action - Adopt Resolution consolidating the agendas for the Siskiyou County Local Transportation Commission and the Siskiyou Transportation Agency effective February 12, 2025.

A motion was made by Commissioner Munson and seconded by Commissioner Bryan to adopt the resolution consolidating the agendas for the Siskiyou County Local Transportation Commission and the Siskiyou Transportation Agency.

Ayes: Bryan, Garcia, Munson, Ogren, Valenzuela  
Noes: None  
Absent: Kobseff, Vela  
Abstain: None

Motion passed unanimously.

- 8) Consideration and Possible Action – Amendment to the bylaws of the Commission adopted on October 8, 2019, to update language to reflect current staffing and



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align bylaws with language contained in the Siskiyou Transportation Agency bylaws.

Ms. Cummins provided an overview of the changes to the draft bylaws. The new bylaws include alignment with the recently adopted bylaws of the recently adopted Siskiyou Transportation Agency.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Munson to schedule the second reading of the draft bylaws for Tuesday, April 8, 2025.

Ayes: Bryan, Garcia, Munson, Ogren, Valenzuela  
Noes: None  
Absent: Kobseff, Vela  
Abstain: None

Motion passed unanimously.

9) Other Business

A. Executive Director – Other Updates

We received notice from Caltrans that the Overall Work Program allocation for FY 2025/2026 will increase from \$ 230,000 to \$ 315,500. This is contingent upon approval of the state budget.

During a recent meeting staff from the California Transportation Commission (CTC) provided an update on the 2026 STIP. They are expecting revenue to be flat or down in the outer years of the STIP. The draft guidelines are expected to be presented to CTC at their June 2025 meeting. The fund estimate is expected to be approved by CTC at the August 2025 meeting. Local agencies can expect to receive forms to nominate new projects and update cost estimates later this spring.

B. Other Business – Items from Commission that do not require an agenda item or requests for future agenda items.

None.

C. Next Regular Meeting – Tuesday, April 8, 2025, at 10:30 a.m.



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10)Adjourn – Commissioner Ogren adjourned the meeting at 11:10 a.m.