



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: April 8, 2025

The Siskiyou County Local Transportation Commission meeting of April 8, 2025, was called to order by Chair Kobseff at 10:32 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Michael N Kobseff
Matthew Bryan
Jess Harris

Nancy Ogren
Pat Vela
Mercedes Garcia

Commissioners absent from the meeting:

Cliff Munson
Ed Valenzuela

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 – Chair Kobseff called the meeting to order at 10:32 a.m.
Commissioners present in-person included Bryan, Garcia, Harris, Kobseff, Ogren, and Vela.
- 2) Pledge of Allegiance
- 3) Presentation from the Public

None
- 4) Consent Agenda Items
 - A. Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from February 3, 2025, to March 28, 2025, for:
 - Local Transportation Commission (Fund: 2505)
 - Regional Transportation Planning (Fund: 2506)
 - Local Transportation Funds (Fund: 2536)
 - Regional Surface Transportation Block Grant Program (Fund: 2537)



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- State Transit Assistance (Fund: 2538)
- SB 125 TIRCP/General Fund (Fund: 2546)
- SB 125 Greenhouse Gas Reduction Fund (Fund: 2547)
- SB 125 Public Transit Account (Fund: 2548)

Regular Informational Items

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

Consent Agenda Action Items

- C. Approval of the Minutes of the Regular Meeting of February 11, 2025.
D. Triennial Performance Audit of the Siskiyou County Local Transportation Commission for the three fiscal years ended June 30, 2024.
E. Adopt resolution authorizing the Transportation Commission Executive Director to execute the Federal Apportionment Exchange Program - Regional Surface Transportation Program Block Grant agreement for FY 2024/2025 for the total amount of \$ 160,241.
F. Approve request to increase payroll appropriations for FY 2024/2025.

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

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

Motion passed unanimously.

5) Public Hearings

- A. Siskiyou County Active Transportation Plan – Public hearing to consider adoption of the Siskiyou County Active Transportation Plan and determine the project exempt from the California Environmental Quality Act (CEQA).

Ms. Cummins provided a staff report summarizing activities from the presentation of the final plan at the February 11, 2025 Commission meeting.

Chair Kobseff completed the public hearing protocol outlined in the agenda.



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There were no public comments or additional correspondence received regarding this item.

A motion was made by Commissioner Ogren and seconded by Commissioner Harris to adopt the Siskiyou County Active Transportation Plan, adopt resolution determining the plan exempt from CEQA, and direct staff to file a Notice of Exemption with the Siskiyou County Clerk and the California State Clearinghouse.

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

Motion passed unanimously.

B. Unmet Transit Needs Annual Hearing – Public hearing pursuant to PUC § 99401.5(c) to identify unmet transit needs of the jurisdiction.

Chair Kobseff completed the public hearing protocol outlined in the agenda.

Staff Report: This is the public hearing to receive input from the public on potential unmet transit needs within the region. As required by the Transportation Development Act notices were published advising the public of today's public hearing.

The Commission should receive any additional requests and refer all outstanding unmet transit needs to the Social Services Transportation Advisory Council for review and recommendation.

SSTAC is scheduled to meet on April 22, 2025. Their recommendations regarding the requests for service will be brought back to the Commission at the June meeting.

Chair Kobseff closed the hearing. Commissioner Bryan asked about the City of Dunsmuir's unmet transit request submitted in 2022. Ms. Cummins advised that request is still in queue and staff are working on route modifications that will help to address the need.

A motion was made by Commissioner Ogren and seconded by Commissioner Vela to approve the unmet transit needs annual hearing.

Ayes: Bryan, Garcia, Harris, Kobseff, Ogren, Vela



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Noes: None
Absent: Munson, Valenzuela
Abstain: None

Motion passed unanimously.

6) Presentation/Discussion – Caltrans 2025 Construction Update

Kerry Molz, Caltrans District 2 - Office Chief for Program Project Management, introduced Nicole Mallory, new Caltrans Project Manager assigned to Siskiyou County. She also introduced Sara Hunt, Project Manager for Safety Projects, and John Hinton, Area Construction Engineer.

Ms. Mallory introduced herself to the Commission. She discussed the upcoming State Highway Consultation meetings, which will be held later this spring. Those will be coordinated by Caltrans staff.

She reviewed each of the following projects:

- Fort Jones Pavement (SIS-3)
- Yreka Pavement (SIS-3/I-5)
- Montague Pavement (SIS-3)
- Flume Creek Pavement (I-5)
- Hilt Pavement (I-5)
- Weed Pavement (Sis-97)
- Klamath Lake Rehab (Sis-161)
- Wildlife Crossing (Sis-97)
- McCloud Pavement (SIS-89)
- Happy Camp Combined (SIS-96)
- Sac Gap Combined (I-5)
- Yreka Pavement Rehab, Yreka Middle Mile Broadband, Yreka Clean California
- Horse Creek Bridge (SIS-96)
- Portuguese and Cade Creek Bridges (SIS-96)
- Dorris Pavement (SIS-97)
- Projects completed last year include:
 - o Grenada Pavement (I-5)
 - o Worker Safety Pullouts (SIS-96)

On the Interstate 5 Hilt project Commissioner Kobseff inquired about the fencing and consideration of wildlife crossing project in the works by another agency. Mr. Hinton provided additional information that the fencing would steer wildlife to the crossing area.



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Ms. Cummins asked for an update on the Cade Mountain emergency repairs due to the road slipping. Ms. Mallory stated the emergency work would take approximately three to four weeks.

Ms. Mallory provided an overview of the project search tool (<https://build.ca.gov/building-ca-maps>) and contact information for various social media sites.

Commissioner Bryan asked about restoration efforts for the park area under the bridge. He also indicated there were some impacts to the pavement due to the heavy trucks. Ms. Mallory indicated they were having discussions with the City of Dunsmuir. Commissioner Bryan asked that Caltrans follow up on this item.

7) Presentation/Discussion – McCloud Safety Intersection Project

After introducing herself Sara Hunt, Safety Project Manager, presented a presentation on the McCloud Safety Intersection Project including the location of the proposed project, the purpose and need, alternatives explored, the safe systems approach, conflict points, project outreach conducted to date, and the preliminary project schedule.

Commissioner Harris voiced concerns regarding the downhill grade from Snowman's Hill, the number of jackknifed big rigs, and significant snowfall. He feels an overpass would be the best option for this location.

Commissioner Vela echoes the comments from Commissioner Harris. He also raised concerns regarding trucks losing brakes coming down through the intersection.

Commissioner Kobseff adds that trucks are trying to gain speed as they begin the climb up to Snowman's Hill. He asks about historical data on accident data prior to 2016. Ms. Hunt advises that safety projects utilize the previous five-year statistics.

Based on the comments thus far Ms. Molz states that there is more work to be done and recommends this item be brought back for further consideration.

Commissioner Harris agrees that something needs to be done but doesn't agree that the roundabout is the appropriate solution. He asks how the project fits under CEQA when the community doesn't want it. Ms. Molz explains that this is why they have three alternatives. Commissioner Harris doesn't feel the other two



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alternatives are viable options. Commissioner Vela agrees that a fourth overpass alternative should be included and highlights some of the advantages.

Ms. Hunt explains that they did evaluate the overpass option. Some of the challenges are the right of way acquisition that would be required, and severe visual impact and the cost would be over \$ 20 million which they don't have the funds to support.

Commissioner Bryan supports roundabouts in appropriate locations. He questions truck traffic data on this stretch of 89.

Ms. Hunt advises the overpass is not within the project budget. Ms. Molz provided another example of a roundabout in high truck traffic locations (SR 89 / SR 50) and high snow areas (Anchorage, Alaska).

Commissioner Bryan seeks clarification on the funding, timeframe of availability, and the potential for extending the project out for additional funding. Ms. Hunt explains that the project was initiated on a benefit to cost ratio safety index, which established the maximum for funding for the project. Commissioner Bryan asks about a pedestrian overpass. Ms. Hunt responds that there are no pedestrian incidents within the 5-year data window. She also provides other examples where pedestrians are crossing. The proposed speed limit would be 25 MPH.

Commissioner Harris also voiced concerns of traffic trying to pass slower traffic as they approach the top of Snowman's Hill going towards Ski Park Highway. Commissioner Kobseff also mentions this concern exists above the intersection of Colombero Drive and SR 89.

Commissioner Kobseff references a pedestrian crossing by Modoc Avenue and questions why this location was selected versus the intersection in question. Caltrans didn't have specific data on the history of this overpass.

Ms. Molz explains that the overpass will take a considerable amount of property and current businesses may be impacted.

Commissioner Kobseff asks about the type of collisions. Ms. Cummins provided an example of an incident involving a STAGE bus. When reviewing the data with Caltrans during discussions her recollection was that many of the accidents involved drivers who are unfamiliar with the area.

Commissioner Bryan asked about the specifications of the roundabout. Ms. Molz and Mr. Hinton provided information on permit loads being able to maneuver



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through them. Mr. Hinton also addresses the fact that many drivers are driving distracted.

Additional discussion between Caltrans and Commissioners regarding specifics of the roundabout continued. Commissioner Ogren suggested moving the pedestrian crossing to the other side of the proposed intersection. Caltrans staff confirmed there would not be pedestrian activated lighting with the proposed roundabout alternative.

Mr. Hinton provided some additional information on what would potentially be required to build an overpass and the on and off ramps. Additional discussion followed between Caltrans and the Commission regarding potential ideas.

Caltrans will review overpass options again and jackknifed data and bring this item back to a future meeting.

This was a presentation and discussion only item.

- 8) Discussion, direction and action regarding appointments to vacancies on the Social Services Transportation Advisory Council (SSTAC) and appointments of members of the Board of Supervisors to SSTAC.

Part 1: Ms. Cummins provided a staff report that included information on the various member categories for the Social Services Transportation Advisory Council as required by the Transportation Development Act and a current membership list. Outreach was conducted to seek new members to serve in various positions.

One new application was received from Nico Purl, who works for Siskiyou County Public Health.

Staff also received confirmation from Teri Gabriel that she would like to continue serving on the Council.

Based on the term requirements, staff recommended re-appointing Ms. Gabriel to a one-year term for representatives of a social service provider for seniors (Category 3). Staff also recommended appointing Mr. Purl for a one-year term for representatives of a local social service provider for people of limited means (Category 5). Both terms would expire on April 8, 2026.

A motion was made by Commissioner Ogren and seconded by Commissioner Bryan to appoint Teri Gabriel to the SSTAC under Category 3 for a one-year term



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expiring on April 8, 2026, and appoint Nico Purl to SSTAC under Category 5 for a one-year term expiring on April 8, 2026.

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

Motion passed unanimously.

Part 2: At the beginning of each calendar year the Board of Supervisors makes committee assignments during one of their meetings. During a recent review it was noted that Commissioner Harris was listed as a delegate and Commissioner Valenzuela as an alternate to SSTAC although the Commission, who is responsible for appointments, has never made appointments of any member of SCLTC to SSTAC.

Ms. Cummins conducted research, including contacting the County Clerk. There is no documentation of how these assignments were added. An additional review of the Transportation Development Act states that the Consolidated Transportation Services Agency (CTSA) shall be an entity other than the transportation planning agency. It also states that the CTSA can be a public agency, including a JPA.

Based on information reviewed the recommendation is that the Board members are not the appointed representative for the SSTAC. Although there has not been a formal designation of the Siskiyou Transportation Agency staff recommended appointing the Transportation Services Manager to one of the vacancies under the CTSA (Category 6) representative.

Commissioner Kobseff expresses concern regarding still having two agencies (LTC and STA) after formation of the JPA. Commissioner Ogren also voiced similar concerns.

Ms. Cummins provided information to help clarify the roles of the Commission and the roles of the new Siskiyou Transportation Agency.

After further discussion it was agreed by members of the Commission that the Executive Director would report back to the County Clerk that members of the Board of Supervisors would not be appointed to SSTAC.

Part 2 was direction only.



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- 9) Discussion, direction and action regarding resolutions establishing the FY 2025/2026 definition of Unmet Transit Needs and Reasonable to Meet.

The Transportation Development Act requires the Commission annually adopt a resolution defining unmet transit needs and reasonable to meet for our region. The resolutions enclosed in the agenda packet outline staff's recommendations.

The language included in the resolution provides clear directions to the SSTAC as they review each request for service. As stated in the agenda these refined definitions have allowed STAGE to address many of the requests throughout the year.

A motion was made by Commissioner Harris and seconded by Commissioner Ogren to adopt the resolution establishing the FY 2025/2026 definition of Unmet Transit Needs and Reasonable to Meet.

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

Motion passed unanimously.

- 10) Discussion, direction, and possible action regarding the second reading of proposed revisions to the bylaws of the Siskiyou County Local Transportation Commission.

This was the second reading of the revised bylaws for the Commission. The existing bylaws (adopted on October 8, 2019) and the proposed bylaws were included in the agenda packet. Staff recommended waiving the second reading and adopting the bylaws as presented.

A motion was made by Commissioner Ogren and seconded by Commissioner Vela to adopt the bylaws of the Siskiyou County Local Transportation Commission.

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

Motion passed unanimously.



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- 11) Discussion, direction, and possible action regarding the FY 2025/2026 State Transit Assistance and Local Transportation Fund claim for Siskiyou Transportation Agency.

The Transportation Development Act requires claimants of Local Transportation Funds and State Transit Assistance to annually file a claim with the Commission. The enclosed claim outlines Siskiyou Transportation Agency's LTF allocation request of \$ 1,250,000 and State Transit Assistance of \$ 460,179 for FY 2025/2026.

The amounts included in the claim form are projected revenues and expenditures for FY 2024/2025 and anticipated revenues and expenditures for FY 2025/2026. Budgets are still being developed so these figures may change slightly prior to final adoption by the Board of Directors in June.

Siskiyou Transportation Agency has completed the required financial audits, submitted the transit operators report, and passed the annual CHP inspection. There was one change from what was presented in the agenda packet. STAGE has funds through a grant to purchase a new administration vehicle, so they are requesting to keep the allocation at \$ 75,000 of the \$ 1,250,000 for rolling stock replacement and the remainder for operations.

A motion was made by Commissioner Vela and seconded by Commissioner Ogren to adopt resolution approving the Siskiyou Transportation Agency's FY 2025/2026 State Transit Assistance claim for \$ 460,179 approving Siskiyou Transportation Agency's FY 2025/2026 Local Transportation Fund claim of \$ 1,250,000.

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

Motion passed unanimously.

- 12) Discussion, direction, and possible action regarding the Local Transportation Fund Claims FY 2025/2026.

Ms. Cummins presented her staff report as follows:

The Transportation Development Act requires the Commission annually notify claimants of funding from the Local Transportation Fund of the estimated amounts. Claimants include the nine incorporated cities and the County of Siskiyou.



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The estimates received from the Auditor-Controller's office are conservative due to declining sales tax revenues and the uncertainty of the economy. The enclosed estimate of receipts will be reevaluated prior to the June LTC meeting and adjusted if necessary.

The proposed allocation plan for FY 2025/2026 includes \$ 130,000 for Commission administration and \$ 1,250,000 for Public Transit. This leaves available funds of \$ 645,000 for distribution to other claimants.

A motion was made by Commissioner Garcia and seconded by Commissioner Ogren to approve the FY 2025/2026 Local Transportation Fund Claim estimates and authorize the Executive Director to distribute claims to all claimants.

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

Motion passed unanimously.

13) Discussion and direction regarding proposed personnel changes for FY 2025/2026.

Ms. Cummins provided an overview of the request, the activities that the position would be assigned, and proposed funding for the position including the Overall Work Program and Local Transportation Funds.

Commissioner Garcia asked if the funding would be available on an ongoing basis. Ms. Cummins explained that if the State approves the funding it is expected that it will continue, but that is also dependent on the State. This request is contingent on the funding being approved by the State.

Commissioner Bryan asked if the grant funding was already in place or contingent on the position. Ms. Cummins clarified that one grant was written with the Executive Director doing all the work. The new position would assist with some project management among other tasks. She also explained that with the addition of STA to her position she bills time to that which will be a cost savings to the Commission.

Commissioner Vela asked if the proposed costs are in the budget. Ms. Cummins explained that the figures included were estimated obtained for that specific position and would be brought back to the Commission at the June meeting.



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Commission Kobseff explains that he is not supportive of the request at the current cost. He might consider a lower cost position.

Commissioner Vela asked if the additional position would lighten the workload. Ms. Cummins explains that it would allow her to maintain the level of support for our local agencies and the Commission's programs. The other concern is that there is no backup when Ms. Cummins is out of the office there is no one else to manage urgent items.

Commissioner Bryan asked how the position might be able to increase capacity with grant funding. Ms. Cummins explains that there are multiple resources that could be pursued with added capacity. There are also multiple tasks that are currently managed by the Executive Director that no one else is trained to perform.

Commissioner Harris suggested a position at a lower pay range. Commissioner Kobseff would be supportive of a position at a lower pay range. Commissioner Bryan was not against the current range but would like more information before he would support the request.

Following the conclusion of the discussion on Item 13 Commissioner Vela had to leave the meeting for a prior obligation. He left the meeting at 12:30 p.m.

- 14) Discussion, direction, and possible action regarding a contract between The Resiliency Initiative and the Commission for the development of the Siskiyou County Evacuation and Preparedness Plan, for the term of April 9, 2026, to March 31, 2027, for a total contract not to exceed of \$ 216,650.

Ms. Cummins provided a summary of the proposed project. Commissioner Kobseff asked for clarification on the total project costs. Ms. Cummins clarified that the term dates should be April 9, 2025, through March 31, 2027, and the \$ 216,650 is for all work related to the project. The Commission also has a match requirement of 11.47% which will come from the Commission's funds.

Commissioner Kobseff asked how this plan integrates with efforts underway by Siskiyou County Office of Emergency Services. Ms. Cummins explained that Siskiyou County OES and Siskiyou County Sheriff's Office are both stakeholders in this project. Commissioner Kobseff sought clarification on why the LTC was covering the full cost of the match for the project. Ms. Cummins explained that this project is focused on the transportation infrastructure that will be necessary when an evacuation is needed and potential treatments to those roads.



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A motion was made by Commissioner Ogren and seconded by Commissioner Bryan to approve the contract between The Resiliency Initiative and the Commission for the term of April 9, 2025, to March 31, 2027, for a total contract not to exceed of \$ 216,650.

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

Motion passed unanimously.

Chair Kobseff recessed as the Siskiyou County Local Transportation Commission at 12:32 p.m.