Siskiyou Transportation Agency

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Minutes of the Siskiyou County Local Transportation Commission

Date: August 19, 2025

The Siskiyou Transportation Agency meeting of August 19, 2025, was called to order by Chair Kobseff at 10:35 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Directors in attendance included:
Michael N Kobseff
Matthew Bryan
Nancy Ogren
Mercedes Garcia
Pat Vela (Attended remotely but did not participate in any discussion.)

Directors absent from the meeting:
Cliff Munson
Ed Valenzuela
Jess Harris (Alternate)

Other Staff Present In-Person:
Melissa Cummins, Executive Director
Dana Barton, Chief Deputy County Counsel
Andy Gilman, Transportation Services Coordinator
Angie Stumbaugh, Transportation Services Manager

The agenda items included:

Roll Call – Director Kobseff called the meeting to order at 10:35 a.m.

Directors present in-person included Bryan, Garcia, Kobseff, and Ogren.

8) Public Comment - None

9) Consent Agenda Action Items

Regular Informational Items

A. Executive Director Report – Staff report on activities, reporting, and other projects including the latest ridership report.

B. STAGE Staff Report – Staff report on activities, reporting, and other projects including the latest ridership report.

Consent Agenda Action Items

C. Approval of the minutes of the regular meeting on June 24, 2025.
D. Resolution approving the State of Good Repair FY 2025-2026 project list.

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

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

Motion passed unanimously.

Following the consent agenda the Board took up agenda item 12.

10) <u>Discussion/Action – Purchase of One (1) Service Truck</u>
Discussion and direction regarding the purchase of a Service Truck for STAGE.

Ms. Cummins advised the Board that a request for bids was distributed for the purchase of a used service truck for STAGE as directed by the Board earlier this year. Transportation Services Coordinator, Andy Gilman, directed contacted five dealers in California and southern Oregon of the bid opportunity. No bids were received.

As a result, staff is seeking authorization to modify the purchase from a used service truck to a new service truck and retain the prior approved amount of $ 80,000 for the purchase.

The Commission clarified that the requested change was only from a used to new utility truck.

A motion was made by Director Ogren and seconded by Director Bryan to authorize staff to proceed with the purchase of a new service truck instead of a used service truck.

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

Motion passed unanimously.

11) <u>Discussion/Action – Contract with Planeteria Media LLC – STAGE Website</u>
Discussion and direction regarding a contract with Planeteria Media LLC for the design, build, and ongoing maintenance of a new website for STAGE for the term of August 19, 2025, to June 30, 2030, for a total not to exceed of $ 155,700.

Ms. Cummins provided an overview of the RFP process and features included in the proposed contract. Commissioners asked about the future of the contract should the Agency be dissolved and how updates will be handled. Ms. Barton explained that if the agency were to be dissolved the contract would need to be assigned. In response to the question about route updates Ms. Cummins shared that GTFS data is currently updated under a contract with Trillium. For service alerts the staff will be able to push those out ourselves.

A motion was made by Director Ogren and seconded by Director Bryan to approve the contract between the Siskiyou Transportation Agency (STA) and Planeteria Media LLC for the design, build, and ongoing maintenance of the STA website for the period of August 19, 2025, through June 30, 2030, in an amount not to exceed $155,700.

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

Motion passed unanimously.

12) Presentation, discussion, and direction regarding future of SCLTC and STA.
Discussion and possible action regarding the continued operation of Siskiyou Transportation Agency or direction to staff regarding other actions related to the agency.

The Executive Director went through a presentation that outlined the roles and responsibilities of the Regional Transportation Planning Agency (RTPA/SCLTC) versus the Transit Operator (Siskiyou Transportation Agency). The presentation included a chart that showed the model prior to the formation of the Agency, what has changed, and pros and cons to the new model. The information also included a chart of other RTPAs and Transit Operators for other nearby agencies and rural counties to provide information on industry standards.

Another chart showed various functions or elements of the operation prior to the formation, after the JPA formation, and if dissolved what would happen or what decisions would need to be made to continue operations.

During the presentation Commissioner Kobseff asked if all responsibilities of STA were being done under the prior model. Ms. Cummins explained that they were being handled by the Board of Supervisors. Additional discussion followed regarding the items being approved by the Local Transportation Commission. Ms. Cummins explained that any item being formally approved by the LTC was something that required their approval, however, items such as budgets, personnel requests, or fixed asset purchases were only an advisory and STAGE still had to take each of those back to the Board of Supervisors for formal approval.

Ms. Barton reviewed the dissolution language contained in the Agency's executed Joint Powers Agreement document and the process for a member agency to voluntarily withdraw. This includes a public hearing and a 120-day notice to the Siskiyou Transportation Agency. The STA itself cannot dissolve the agency. It would take a member initiating.

Commission Bryan asked about the history of the JPA. Ms. Barton explained that the JPA received final approval on December 3, 2024, by the Siskiyou County Board of Supervisors. She further clarified that it was created to reduce redundancies and to move all decisions regarding transportation (transit and planning) to one consolidated meeting. The LTC managed all planning and funding decisions.

Ms. Barton also clarified that one of the reasons for the JPA formation was to give the city representatives a vote on transit operations. Commissioners Kobseff and Ogren both stated that the cities sat on the LTC. Ms. Barton clarified that the LTC is the planning agency and not the transit operator.

Commissioner Bryan understands the need to have two agencies but asks if we could reduce overhead by consolidating counsels. Ms. Barton feels there is potential.

The Local Transportation Commission's legal counsel John Kenny addressed the Board. He spoke funding historically being a driver in these situations. He clarified that the question was could reorganization streamline the operation. He stated that the current situation is the most streamlined. All transportation is handled by one body (with both County and cities) during one meeting. He also clarified that all grant money received for transportation is designated for a specific purpose.

He also shared that another client has secured significant funding to help move their projects forward. Discussion followed between Commissioner Kobseff and Mr. Kenny.

Commissioner Kobseff expressed disappointment that the item was placed on the agenda, noting that he had understood it was to be delayed until September to allow for full city representation. He stated that discussions had taken place outside of the full board and emphasized the need for transparency. Commissioner Kobseff indicated that while the board had given direction to revert to the old model, he personally supported doing so and did not wish to revisit arguments in favor of the current structure. He concluded that the focus should be on how to return to the previous model.

Commissioner Bryan expressed strong agreement with the recommendation from both attorneys that the full board should be present for discussion of this issue. He noted that while the STA could not take direct action, it could direct the process to begin on the Commission side.

Commissioner Bryan stated that his intent was to obtain more information and that he did not believe the board had concluded whether it wanted greater simplicity or a clearer understanding of governance. He observed that the current structure appears to reduce efficiency for board members in order to ease the workload of outside agencies. He added that if a path forward exists that improves efficiency with the addition of another JPA, he would be interested in exploring it.

Commissioner Bryan emphasized that the information should be presented to more board members to allow for broader discussion. He further noted that after reviewing the matter, he supported cities maintaining an active role in decision-making with the agency. He concluded by recognizing concerns that the county did not favor taking on this responsibility, but reiterated his preference for city participation.

Commissioner Bryan sought clarification on the county's role, stating that, as he understood it, the county is involved in two ways: first, as a member of the JPA with the Board of Supervisors appointing members to the Board of Directors, and second, through a contractual relationship. He asked whether the staffing arrangement is part of the original formation agreement or a separate agreement entered into by the JPA with the county to provide employment services. Commissioner Bryan requested clarification on how this relationship functions and the basis for the county providing staffing for the agency.

Ms. Barton provided an overview of the language included in the JPA that states that all staff are County employees and perform as ex officio employees with the County being fully reimbursed for all costs. She also clarified that the Agency could hire their own staff under the JPA. The current model was the easiest path forward to allow the existing employees to remain County employees for various reasons.

Commissioner Bryan stated that there are two areas of efficiency to consider: first, at the decision-making level with the JPA board, and second, in how staffing and organizational matters are handled. He noted that while he was not certain of the specifics of the county's agreement, he believed the county could potentially initiate some form of separation as well. Commissioner Bryan suggested treating the staffing arrangement as a separate issue given its complexity. He emphasized his support for pursuing the most efficient approach possible, stating that achieving efficiency would be in the best interest of the JPA and its members.

Commissioner Bryan confirmed his understanding that the Board cannot dissolve the agency.

Commissioner Kobseff stated that from his perspective, the county was never solely in power or control, despite how the situation was described. He added that as Chair, he had understood from both attorneys that all members needed to be present for the discussion, which was not the case today.

Direction was provided to bring this back at the next meeting, which was determined to be October 14, 2025.

13) Chair Kobseff adjourned the Board meeting at 11:35 a.m. and returned to the Local Transportation Commission meeting.