



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



Conference Room at the Siskiyou County Transit Center
190 Greenhorn Road
Yreka, California 96097

November 18, 2025
Special Meeting

Remote Participation and Public Comment Teleconference:

Conference Call In Number: +1.669.444.9171 US

Meeting ID: 818 5624 9567

All agendas are available at: <https://siskiyoultc.org/docs-category/meeting-agenda/>

Commission & Board Members

Representatives of the Siskiyou County Board of Supervisors

Michael Kobseff, Chair 2025

Nancy Ogren

Ed Valenzuela

Jess Harris (Alternate)

County Supervisor – District 3

County Supervisor – District 4

County Supervisor – District 2

County Supervisor – District 1

Representatives of the League of Local Agencies

Matthew Bryan

Cliff Munson

Pat Vela, Vice Chair 2025

Mercedes Garcia (Alternate)

Councilmember, City of Dunsmuir

Councilmember, City of Etna

Councilmember, City of Montague

Councilmember, Town of Fort Jones

The Commission may take action sitting as the Local Transportation Commission and as the governing body of Siskiyou Transportation Agency.

The agenda items are as follows:

- 1) 2:00 PM – Pledge of Allegiance
- 2) Roll Call
- 3) Presentations from the Public

PLEASE NOTE: This time slot is for information from the public. No action or discussion will be conducted on matters presented at this time. You will be allowed three (3) minutes for your presentation. The Chair can extend the time for appropriate circumstances. When addressing the Commission, please state your name for the record prior to providing your comments. Please address the Commission, as a



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whole, through the Chair. Comments should be limited to matters within the jurisdiction of the Commission.

Siskiyou County Local Transportation Commission

4) Consent Agenda

Consent agenda items are expected to be routine and non-controversial. They may be acted upon by the Commission at one time without discussion. Any Commissioner, staff member, or interested person may request that an item be removed from the Consent Agenda for discussion and consideration. Approval of a consent item means approval of the recommended motion as specified on the Agenda Worksheet.

Regular Informational Items

- A. Fiscal Reporting - Reports of Expenditures and Revenues from October 1, 2025, to October 31, 2025, for:
1. Local Transportation Commission (Fund: 2505)
 2. Regional Transportation Planning (Fund: 2506)
 3. Local Transportation Funds (Fund: 2536)
 4. Regional Surface Transportation Block Grant Program (Fund: 2537)
 5. State Transit Assistance (Fund: 2538)
 6. SB 125 TIRCP/General Fund (Fund: 2546)
 7. SB 125 Greenhouse Gas Reduction Fund (Fund: 2547)
 8. SB 125 Public Transit Account (Fund: 2548)
- B. Commission Staff Report - Report from Executive Director on activities, reporting, and other projects since the last meeting.

Consent Agenda Action Items

- C. Approval of the Minutes of the Regular Meeting of October 14, 2025.
- D. Approve Addendum to contract for services with Optimize Worldwide, Inc., to increase the total compensation payable to \$ 19,610 and add Exhibit A1 that includes additional items to the scope of work.
- 5) Discussion/Action – Social Services Transportation Advisory Council Appointment
Discussion, direction, and possible action regarding appointment of Karmen Bleich to a vacancy on the Social Services Transportation Advisory Council.



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Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



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- 6) Discussion/Action – Siskiyou County 2026 Regional Transportation Improvement Program
Discussion, direction and possible action regarding adoption of the 2026 Siskiyou County Regional Transportation Improvement Program (RTIP).
- 7) Discussion/Action – Increase total compensation under contract between the Commission and Kenny & Norine for legal services through June 30, 2026.

The following items may be heard at any time during the meeting:

Siskiyou Transportation Agency

- 8) Public Comment

- 9) Consent Agenda

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 October 14, 2025.

- 10) Presentation/Discussion – Dissolution of Siskiyou Transportation Agency
Presentation and discussion regarding the pros and cons of dissolving the Siskiyou Transportation Agency, options for a successor agency, streamlining opportunities, staffing needs, and funding sources for staffing.
- 11) Discussion/Possible Action – Setting Additional Meeting Date in 2025
- 12) Closed Session – It is the intent of the Commission to meet in closed session to discuss the following items:



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- A. THREAT TO PUBLIC SERVICES OR FACILITIES (§ 54957(a)): Consultation
with: Dana Barton and Jeff Collins

13) Report on Closed Session

14) Other Business

- A. Executive Director – Other Updates
- B. Other Business – Items from Commission that do not require an agenda item or requests for future agenda items.
- C. Next Regular Meeting – To be determined

15) Adjourn Meeting



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



Conference Room at the Siskiyou County Transit Center
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NOTE:

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency offer teleconference participation in the meeting via Zoom, or similar technology, as a courtesy to the public, who have the option and right to attend in person. If no member of the Commission is attending the meeting via teleconference and a technical error or outage occurs, or if a participant disrupts the meeting in a manner that cannot be specifically addressed, the Commission reserves the right to discontinue Zoom, or similar technology, access and to continue conducting business.

Topic: Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency Meeting

Time: Tuesday, November 18, 2025 – 2:00 p.m. Pacific Time (US and Canada)

Zoom Attendees:

Conference Call In Number: +1.669.444.9171 US
Meeting ID: 818 5624 9567

I declare a copy of this agenda was posted at the Siskiyou County Transit Center at 190 Greenhorn Road, Yreka, CA 96097, on November 12, 2025, by 5:00 p.m.

A printed agenda packet will be available for public review by 5:00 p.m. on November 12, 2025, at the Siskiyou County Transit Center and online at:

<https://siskiyoucoltc.org/docs-category/meeting-agenda/>

NOTE:

Public participation is encouraged. In compliance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and in compliance with the Ralph M. Brown Act, if you plan on attending the public meeting and need a special accommodation because of a sensory or mobility impairment or disability, or have a need for an interpreter, please contact Melissa Cummins at 530.842.8238, 48 hours in advance of the meeting to arrange for those accommodations. (Government Code 53953)

Siskiyou County Local Transportation Commission

Report of Revenues and Expenditures

Agenda Item 4A(1), 4A(2), 4A(3), 4A(4), 4A(5), 4A(6), 4A(7), 4A(8)

Dates: October 1, 2025 through October 31, 2025

'Fiscal Year'	Fund:	Description	Revenues	Expenses
2025/2026			\$ 288,003.56	\$ 170,904.64
Fund: 2505 - Local Transportation Admin (Item 4A(1))				
		AMAZON CAPITAL SERVICES, INC	\$ -	\$ 9.24
		AT&T/MCI	\$ -	\$ 10.02
		KENNY & NORINE, A LAW CORPORATION	\$ -	\$ -
		PACIFIC POWER	\$ -	\$ 122.13
		VERIZON WIRELESS	\$ -	\$ 52.49
		CAL ORE COMMUNICATIONS	\$ -	\$ 75.21
		CUMMINS, MELISSA	\$ -	\$ 4.70
		WCP SOLUTIONS	\$ -	\$ 23.15
		YREKA TRANSFER LLC	\$ -	\$ 7.65
		CITY OF YREKA	\$ -	\$ 32.49
		HUE & CRY SECURITY SYSTEMS INC	\$ -	\$ 17.58
		THE RESILIENCY INITIATIVE	\$ -	\$ 4,767.64
		HR Payroll 2025 BW 22 0	\$ -	\$ 7,544.19
		25/26 WORKERS COMP-OCTOBER 2025	\$ -	\$ 125.33
		25/26 UNEMPLOYMENT-OCTOBER 2025	\$ -	\$ 9.83
		25/26 DATA PROC-OCTOBER 2025	\$ -	\$ 207.92
		25/26 COSTPLAN-OCTOBER 2025	\$ -	\$ 3,790.08
		HR Payroll 2025 BW 21 0	\$ -	\$ 8,489.96
		WRK PRFMD M CUMMINS SEPT 2025	\$ 5,518.76	\$ -
		WRK PRFMD M CUMMINS AUG 2025	\$ 19,236.94	\$ -
		WRK PRFMD M CUMMINS JULY 2025	\$ 10,561.86	\$ -
		COMMUNICATIONS SEPTEMBER 25/26	\$ -	\$ 36.34
		09/22/25 CALCARD M CUMMINS	\$ 166.41	\$ 6.51
		CALCARD MASTER 0989 10/2025	\$ -	\$ 166.41
		HR Payroll 2025 BW 20 0	\$ -	\$ 8,431.05
		Fund: 2505 - Local Transportation Admin (Item 4A(1)) Total	\$ 35,483.97	\$ 33,929.92
Fund: 2506 - Overall Work Program (Item 4A(2))				
		KENNY & NORINE, A LAW CORPORATION	\$ -	\$ 4,439.05
		CUMMINS, MELISSA	\$ -	\$ 36.25
		NICHOLS CONSULTING ENGINEERS, CHTD	\$ -	\$ 28,218.30
		GARCIA, MERCEDES	\$ -	\$ 25.48
		VELA, PATRICK	\$ -	\$ 11.90
		LSC TRANSPORTATION CONSULTANTS, INC	\$ -	\$ 1,977.00
		BRYAN, MATTHEW J.	\$ -	\$ 60.76
		THE RESILIENCY INITIATIVE	\$ -	\$ 73,597.04
		WRK PRFMD M CUMMINS SEPT 2025	\$ -	\$ 4,393.39
		WRK PRFMD M CUMMINS AUG 2025	\$ -	\$ 14,599.12
		WRK PRFMD M CUMMINS JULY 2025	\$ -	\$ 6,750.02
		09/22/25 CALCARD M CUMMINS	\$ -	\$ 159.90
		DEP#2026-047 STATE OF CA-PPM 25/26	\$ 75,000.00	\$ -
		Fund: 2506 - Overall Work Program (Item 4A(2)) Total	\$ 75,000.00	\$ 134,268.21
Fund: 2536 - Local Transportation Funds (Item 4A(3))				
		STATE AUG 2025 ALLOC 1/4% LTF	\$ 177,519.59	\$ -

Siskiyou County Local Transportation Commission
Report of Revenues and Expenditures

Agenda Item 4A(1), 4A(2), 4A(3), 4A(4), 4A(5), 4A(6), 4A(7), 4A(8)

Dates: October 1, 2025 through October 31, 2025

'Fiscal Year'	Fund:	Description	Revenues	Expenses
2025/2026	Fund: 2536 - Local Transportation Funds (Item 4A(3)) Total		\$ 177,519.59	\$ -
	Fund: 2537 - Regional Surface Transportation Block Grant (Item 4A(4))			
	None			
	Fund: 2537 - Regional Surface Transportation Block Grant (Item 4A(4)) Total			
	Fund: 2538 - State Transit Assistance (Item 4A(5))			
	None			
	Fund: 2538 - State Transit Assistance (Item 4A(5)) Total			
	Fund: 2546 - SB 125 TIRCP/General Fund (Item 4A(6))			
		WRK PRFMD M CUMMINS SEPT 2025	\$ -	\$ 267.31
		WRK PRFMD M CUMMINS AUG 2025	\$ -	\$ 689.66
		WRK PRFMD M CUMMINS JULY 2025	\$ -	\$ 1,148.10
	Fund: 2546 - SB 125 TIRCP/General Fund (Item 4A(6)) Total		\$ -	\$ 2,105.07
	Fund: 2547 - SB 125 Greenhouse Gas Reduction Fund (Item 4A(7))			
	None			
	Fund: 2547 - SB 125 Greenhouse Gas Reduction Fund (Item 4A(7)) Total			
	Fund: 2548 - Public Transit Account (Item 4A(8))			
		WRK PRFMD M CUMMINS SEPT 2025	\$ -	\$ 133.65
		WRK PRFMD M CUMMINS AUG 2025	\$ -	\$ 300.72
		WRK PRFMD M CUMMINS JULY 2025	\$ -	\$ 167.07
	Fund: 2548 - Public Transit Account (Item 4A(8)) Total		\$ -	\$ 601.44
	(blank)			
	(blank)			
	(blank) Total			
	(blank)			
	0			
Grand Total			\$ 288,003.56	\$ 170,904.64

**Executive Director Staff Report
Siskiyou County Local Transportation Commission
Summary of Activities for Period
10/01/2025~11/07/2025**

Non-Billable LTC Work

List of necessary reports for FY 2024/25 audits.
Research and respond to SCPW on LTF allocations for FY 24/25.
LTF Allocation Assessment
LTF Claims - Call from Auditor
Completed data request for ICRP FY 25/26.
Update State Transit Assistance & LTF tracking, send emails to Auditor's Office re: interest and funds still sitting in old trust account, and booking that needs to happen.
LTF Allocations Spreadsheet for FY 24/25
Send info requests to CA SCO and SOS for any formation documents on the LTC.
LTF spreadsheet/24/25 allocations
Work on reviewing LTF allocations and developing new tracking sheet for receipts and distributions
Access to process invoices for LTC program.
Call w/Charles Pillon re: LTF allocation spreadsheet.
Process Commission project invoices.

WE 601 - Administration

Project invoices processed and update project and budget spreadsheet.
LTC Agenda - 10/14/2025
Review agenda items, organize agenda, draft items.
Finalize STA & LTC minutes of 8/19/2025.
Draft additional LTC agenda items for 10/14/2025 meeting.
Finalize and Post Agenda - 10/14/2025
Commissioner travel claims.
Commission/Board Meeting & Follow Up
10/14/2025 Meeting Follow-up (Resos to Chair for signature, etc.)
Process items from LTC meeting on 10/14/2025
Draft Minutes for LTC 10/14/2025
Finalize draft LTC minutes
Paid claims for various OWP projects, update tracking sheet
Schedule special meeting (11/18/2025)
Review various LTC contracts for upcoming RFP needs.
Process Fort Jones RSTP invoice for Scott River Road.
Schedule of upcoming due dates.
Send email to Planning re: road abandonment process and template project approval and next steps.
Review draft minutes for final revisions and consent agenda items for LTC.
LTC Agenda Items - 11/18/2025
Draft agenda list for Chair/Vice Chair review and submit.
Consult w/Counsel re: agenda items for 11/18/2025.

WE 602 - OWP Development/Monitoring

OWP Amendment #1 Draft
Evaluate options for amendment #1/GIS.
Draft amended OWP for carryover funds.
Draft OWP Amendment #1, update carryover amounts for grants and incorporate new work elements.
Prepare OWP Amendment Packet for submission to Caltrans.
Discuss carryover amounts and invoicing w/Caltrans Planner
Review amendment memo, calculate balances, carryover, reallocate funds within program, finalize the final amendment memo and submit to Caltrans.
Final draft FY 25/26 Amendment #1 submitted to Caltrans.
Q1 OWP invoice.
Q1 invoice packet for OWP/SHA-CAPG.
Update expense tracking, copies of OWP/SHA-CAPG invoices to files
RTPA Statewide OWP Meeting

**Executive Director Staff Report
Siskiyou County Local Transportation Commission
Summary of Activities for Period
10/01/2025~11/07/2025**

WE 603 - Coordination & Public Engagement

Update from North State Super Region September 2025 meeting.
Input on proposed site plan for Yreka Fire Department.
Meet w/County Planning Department representative.
Draft and send email to Dave Moore/D2 re:McCloud Roundabout
RTPA Agencies Meeting - Update on State & Federal Programs - 10/15/25
Email to OWW re:contract addendum for additional OWP funding.
Revised scope of work for Optimize Worldwide amendment.
Draft addendum to Optimize Worldwide Contract for additional scope of work.
Call w/N Fortner/CT re:PPM allocation & RTIP
Discussion on McCloud intersection safety project.
Karuk Regional Transportation Consortium Stakeholder Meeting

WE 604.1 - Regional Transportation Systems Planning

Review documents from OreCAL RC&D on wildlife crossing and submit to CoCo for review.

WE 604.2 - Pavement Management System

Coordination w/consultant and local agencies for future project meetings.

WE 605.1 - Multimodal & Public Transit Planning

Unmet needs data for SSTAC meeting.
Draft SSTAC agenda and start compiling agenda items.
SSTAC Agenda - 10/08/2025
Prep for SSTAC meeting.
SSTAC Meeting & Coordinated Plan Workshop.
Caltrans District 2 Transit Plan - Regional Focus Group
Review correspondence re:future agenda items related to transit.
Submit inquiry regarding legal notice for Coordinated Plan Public Hearing
Future SSTAC meeting added to website.

WE 604.3 - RTIP

Updated State Highway Consultation agenda.
State Highway Consultation Meeting w/Caltrans and local agencies.
Follow up from State Hwy Needs consultation meeting.
Review emails from Caltrans re:various STIP projects.
Review templates, send email to agencies re:final adjustments, RTIP map, etc.
Draft proposed programming summary for 2026 RTIP.
Correspondence with local agency regarding STIP projects.
Draft 2026 RTIP cover letter and fact sheet.
Finalize 2026 RTIP fact sheet.
Work on drafting the 2026 RTIP document.
Draft ePPRs for 2026 RTIP.
Finalize and review final draft of 2026 RTIP.
Complete final review of draft ePPRs.

WE 606 - SC Evacuation & Preparedness Plan

Happy Camp Evacuation Plan Workshop
Draft email to agenda notification group re:Evac Plan Town Hall .
Provide stakeholder list to TRI for CBO/area stakeholders.
Schedule reminder posts on Facebook and add event to website for virtual town hall 10/14/25.
Virtual Town Hall

**Executive Director Staff Report
Siskiyou County Local Transportation Commission
Summary of Activities for Period
10/01/2025~11/07/2025**

TRI Invoice, Evaluate travel expenses, Process invoice and update project tracking.

Project correspondence with The Resiliency Initiative.

Review inquiry from Faith on roundabouts & signalized intersections. Respond to email. Contact winner of prize for survey.

Correspond w/TRI re:project - Print draft assessment report for review.

Ordered prize for evacuation survey participation winner.

Comments on draft evacuation vulnerability assessment memo.

Draft comments on evacuation vulnerability assessment and submit back to TRI.

Project Team Meeting / ACH Payment Issue

PPM Funding (STIP) 2425

PPM invoice - prepare and submit to CT

Draft PPM invoice checklist and submit to Caltrans.

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 4C

Subject: Minute Approval

Past Action:

Not Applicable.

Summary of Item:

Approval of the minutes of the Siskiyou County Local Transportation Commission meeting on:

- October 14, 2025

Financial Impact: Yes ☐ No ☒

Recommended Action:

Approve the minutes as presented, or with corrections if necessary.

Attachments (1)

- Draft minutes of the October 14, 2025 meeting.



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: October 14, 2025

The Siskiyou County Local Transportation Commission meeting of October 14, 2025, was called to order by Chair Kobseff at 10:31 AM at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Michael N Kobseff
Ed Valenzuela
Matthew Bryan

Pat Vela
Cliff Munson
Mercedes Garcia (Alternate)

Commissioners absent from the meeting:

Nancy Ogren

Jess Harris (Alternate)

Other Staff Present In-Person:

Melissa Cummins, Executive Director
Dana Barton, Chief Deputy County Counsel
Angie Stumbaugh, Transportation Services Manager

The agenda items included:

- 1) Roll Call – Chair Kobseff called the meeting to order at 10:31 AM.
Commissioners present in-person included Bryan, Garcia, Kobseff, Munson, Valenzuela and Vela.
- 2) Pledge of Allegiance
- 3) Presentation from the Public
None
- 4) Consent Agenda Items

Regular Informational Items

- A. Fiscal Reporting - Reports of Expenditures and Revenues from August 1, 2025, to September 30, 2025, for:
 - i. Local Transportation Commission (Fund: 2505)
 - ii. Regional Transportation Planning (Fund: 2506)
 - iii. Local Transportation Funds (Fund: 2536)
 - iv. Regional Surface Transportation Block Grant Program (Fund: 2537)



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

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

B. Commission Staff Report - Report from Executive Director on activities, reporting, and other projects since the last meeting.

Consent Agenda Action Items

C. Approval of the Minutes of the Regular Meeting of August 19, 2025.

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

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

Motion passed unanimously.

- 5) Discussion/Action – Overall Work Program FY 2025/2026 Amendment #1
Discussion, direction, and possible action regarding Amendment #1 to the FY 2025/2026 Overall Work Program.

The Executive Director provided an overview of the proposed changes in the amendment. A memo was included in the agenda packet that outlined the proposed changes to the program including the allocation of \$ 43,930.30 of carryover funds from the previous fiscal year.

A motion was made by Commissioner Vela and seconded by Commissioner Munson to adopt resolution approving the amended FY 2025/2026 Overall Work Program, authorize the Auditor-Controller's office to amend the Regional Planning Assistance budgets to incorporate the additional revenues and expenditures for FY 2025/2026, and authorize the Executive Director to execute all documents necessary to secure funds and to make line-item adjustments to the budget as necessary throughout the year.

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



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
melissa@siskiyoultc.org

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Motion passed unanimously.

6) Discussion/Action – Meeting Schedule for Remainder of 2025 and Calendar Year 2026.

Earlier this year the Commission rescheduled the December 16th meeting to November 18th to allow for timely submission of the RTIP. Recently the Board of Supervisors' November 4th meeting was rescheduled to November 18th. This item was to identify an alternate meeting date prior to the end of the 2025 calendar year. After discussion among members of the Commission it was decided to schedule the meeting for 2:00 pm on Tuesday, November 18, 2025.

A motion was made by Commissioner Bryan and seconded by Commissioner Vela to set the next meeting for Tuesday, November 18, 2025, at 2:00 PM.

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

Motion passed unanimously.

The second portion of this item was direction regarding the proposed 2026 meeting calendar, which was included in the agenda packet.

A motion was made by Commissioner Vela and seconded by Commissioner Munson to adopt the resolution setting the meeting schedule for calendar year 2026.

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

Motion passed unanimously.

Chair Kobseff recessed as the Siskiyou County Local Transportation Commission at 10:39 a.m.

Other Business Items discussed at the end of Siskiyou Transportation Agency agenda items:



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
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Executive Director updates provided during agenda item 10 included:

- There is a virtual town hall meeting for the Evacuation Plan from 5 to 6 p.m.

Other Business:

- Commissioner Kobseff asked Caltrans staff about the SR 89 intersection safety project. Ms. Mendes advised that the PID was finalized. Caltrans owed the Commission a follow-up presentation, but the safety project manager is currently out on leave. The document did include the roundabout, but it also includes other alternatives. Caltrans staff did look at other safety data. Commissioner Kobseff requested the Executive Director contact the Director of Caltrans District 2 and request an update on the project.

Date: November 18, 2025

Agenda Item: 4D

Subject: First Amendment to Contract between Commission and Optimize Worldwide, Inc. to amend the scope of services and increase total compensation to \$ 19,610.

Past Action:

On February 27, 2024, the Commission awarded a contract to Optimize Worldwide, Inc. for the development and ongoing maintenance of a new website for the Commission.

The total compensation payable under that contract was \$ 17,000.

Summary of Item:

At the October 14th meeting, the Commission approved the first amendment to the FY 2025/2026 Overall Work Program. As part of the approved work, additional updates to the Commission's website are planned to further enhance public engagement in the transportation planning process.

This agenda item requests the Commission's consideration of the First Amendment to the Contract with Optimize Worldwide, Inc. to amend the scope of work and increase the FY 2025/2026 not-to-exceed amount to \$4,410, bringing the total contract not-to-exceed amount to \$19,610.

Financial Impact: **Yes** ☒ **No** ☐

2506-303030-723000 FY 2025/2026 \$ 4,410.00

Recommended Action:

Adopt resolution approving First Amendment to contract with Optimize Worldwide, Inc.

Attachments (2)

- Resolution Approving First Amendment to Contract with Optimize Worldwide, Inc.
- First Amendment to Contract with original contract executed on February 27, 2024.

Siskiyou County Local Transportation Commission

Resolution No. 25-

RESOLUTION APPROVING FIRST AMENDMENT
TO CONTRACT WITH OPTIMIZE WORLDWIDE, INC. ("CONTRACTOR")

WHEREAS, the Siskiyou County Local Transportation Commission (SCLTC) wishes to expand the services to be performed by Contractor; and

WHEREAS the SCLTC and Contractor have agreed on the additional services to be rendered and additional compensation for such services; and

WHEREAS, Paragraph 3.01 of the Contract, Scope of Services, Exhibit "A1", shall be added to the existing Exhibit "A", Scope of Services, attached hereto and hereby incorporated by reference; and

WHEREAS, Paragraph 4.01 of the Contract, Compensation, shall be amended to add an additional Two Thousand Six Hundred Ten Dollars and Zero Cents (\$ 2,610.00), to increase the compensation payable under the Contract to an amount not to exceed Nineteen Thousand Six Hundred Ten Dollars and Zero Cents (\$ 19,610.00) for the term of the Contract.

NOW, THEREFORE, BE IT RESOLVED, that the Commission approves the First Amendment to the contract with Contractor (attached); and,

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute this First Amendment.

PASSED AND ADOPTED this 18th day of November 2025 by the Siskiyou County Local Transportation Commission by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Michael N Kobseff, Chair
Siskiyou County Local Transportation
Commission

ATTEST:

Melissa Cummins, Executive Director
Siskiyou County Local Transportation Commission

By _____

**SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION
FIRST AMENDMENT TO CONTRACT FOR SERVICES
BY INDEPENDENT CONTRACTOR**

THIS FIRST AMENDMENT is to that Contract for Services entered into on February 27, 2024 and as amended on November 18, 2025 by and between the Siskiyou County Local Transportation Commission ("Commission") and Optimize Worldwide, Inc. ("Contractor") and is entered into on the date when it has been both approved by the Commission and signed by all other parties to it.

WHEREAS, the Commission wishes to expand the services to be performed under the Contract and have agreed on the additional services to be rendered; and

WHEREAS, the parties desire to increase the amount of compensation payable under the Contract; and

WHEREAS, the Scope of Service, Exhibit A, needs to be revised to reflect additional duties.

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

Paragraph 3.01 of the Contract, Scope of Services, Exhibit "A1", shall be added to the existing Exhibit "A", Scope of Services, attached hereto and hereby incorporated by reference.

Paragraph 4.01 of the Contract, Compensation, shall be amended to add an additional Two Thousand Six Hundred Ten Dollars and Zero Cents (\$ 2,610.00), to increase the compensation payable under the Contract to an amount not to exceed Nineteen Thousand Six Hundred Ten Dollars and Zero Cents (\$ 19,610.00) for the term of the Contract.

All other terms and conditions of the Contract shall remain in full force and effect.

(SIGNATURES ON FOLLOWING PAGE)

**SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION
FIRST AMENDMENT TO CONTRACT FOR SERVICES
BY INDEPENDENT CONTRACTOR**

IN WITNESS WHEREOF, SCLTC and Contractor have executed this agreement on the dates set forth below, each signatory represents that he/she has the authority to execute this agreement and to bind the Party on whose behalf his/her execution is made.

SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

Date: _____

Melissa Cummins, Executive Director
Siskiyou County
Local Transportation Commission

CONTRACTOR: Optimize Worldwide, Inc.

Date: 11/6/2025

MATT MORGAN
CD33744917446D497
Matt Morgan, CEO

License No.: N/A

(Licensed in accordance with an act providing for the registration of contractors)

Note to Contractor: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1189 & 1190 and Corps. Code, Sec. 313.)

TAXPAYER I.D. 47-2845947

ACCOUNTING:

Fund/Org/Account	Fiscal Year	Amount
2506-303030-723000	2023/2024	\$ 8,000.00
2506-303030-723000	2024/2025	\$ 1,800.00
2506-303030-723000	2025/2026	\$ 4,410.00
2506-303030-723000	2026/2027	\$ 1,800.00
2506-303030-723000	2027/2028	\$ 1,800.00
2506-303030-723000	2028/2029	\$ 1,800.00

Encumbrance number (if applicable)

FY 2025/2026 Encumbrance #: E2600239

If not to exceed, include amount not to exceed: \$ 19,610.00



October 23, 2025

Optimize Worldwide, Inc.
23 Kirkwood Ct
Concord, CA 94521

Siskiyou County Local Transportation Commission
Siskiyou Transportation Agency
190 Greenhorn Road

ATTN: Melissa Cummins

Please find a breakdown of feature requests and the estimated costs to implement below.

Addition of an email/text signup for notifications of upcoming meetings, announcements, etc.

MailChimp fees (paid by SCLTC direct to MailChimp)

Integration from the website to Facebook/Instagram when an announcement is posted.

Please note: The plugins used to accomplish this often stop working as Facebook and Instagram change their API policies without notice which break the functionality. Sometimes it's a quick fix by updating to the latest version of the plugin or it may require a new solution when that occurs.

ADA compliance recommendations.

Text can be resized to 200% without losing content or functionality. Text is readable and functional when the page is zoomed to 200%. Additional ADA compliance review and implementation.

Embed a calendar for upcoming events.

Microsoft calendar embed or direct from website.

Total cost estimate: \$2,610.00

Sincerely,

A handwritten signature in black ink, appearing to read 'MATT MORGAN'.

Matt Morgan
CEO & Founder

**SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION (SCLTC)
CONTRACT FOR WEBSITE CONSULTING SERVICES**

This Contract made this 27 day of February, 2024 between:

SCLTC: Siskiyou County Local Transportation Commission
1312 Fairlane Road, Suite 2
Yreka, California 96097
Phone: (530) 709-5060

And

CONTRACTOR: Optimize Worldwide, Inc.
23 Kirkwood Ct
Concord, California 94521
Phone: (925) 338-7368

ARTICLE 1. TERM OF CONTRACT

- 1.01** Contract Term: This Contract shall become effective on February 28, 2024, and shall terminate on February 27, 2029, unless terminated in accordance with the provisions of Article 7 of this Contract or as otherwise provided herein.

ARTICLE 2. INDEPENDENT CONTRACTOR STATUS

- 2.01** Independent Contractor: It is the express intention of the parties that Contractor is an independent contractor and not an employee, agent, joint venture or partner of SCLTC. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between SCLTC and Contractor or any employee or agent of Contractor. Both parties acknowledge that Contractor is not an employee for state or federal tax purposes. Contractor shall retain the right to perform services for others during the term of this Contract.

ARTICLE 3. SERVICES

- 3.01** Specific Services: Contractor agrees to furnish the following services:
Contractor shall provide the services described in Exhibit "A" attached hereto.

No additional services shall be performed by Contractor unless approved in advance in writing by the SCLTC stating the dollar value of the services, the method of payment, and any adjustment in contract time or other contract terms. All such services are to be coordinated with SCLTC and the results of the work shall be monitored by the SCLTC.

- 3.02** Method of Performing Services: Contractor will determine the method, details, and means of performing the above-described services including measures to protect the safety of the traveling public and Contractor's employees. SCLTC shall not have the right to, and shall not, control the manner or determine the method of accomplishing Contractor's services.

ARTICLE 4. COMPENSATION

- 4.01** Compensation: In consideration for the services to be performed by Contractor, SCLTC agrees to pay Contractor in proportion to services satisfactorily performed as specified in Exhibit "A". Payment shall not exceed amount appropriated by the SCLTC for such services for the fiscal year.
- 4.02** Invoices: Contractor shall submit detailed invoices for all services being rendered.
- 4.03** Date for Payment of Compensation: SCLTC shall pay within 30 days of receipt of invoices from the Contractor to the SCLTC, and approval and acceptance of the work by the SCLTC.
- 4.04** Expenses: Contractor shall be responsible for all costs and expenses incident to the performance of services for SCLTC, including but not limited to, all costs of materials, equipment, all fees, fines, licenses, bonds or taxes required of or imposed against Contractor and all other of Contractor's costs of doing business. SCLTC shall not be responsible for any expense incurred by Contractor in performing services for SCLTC.

ARTICLE 5. OBLIGATIONS OF CONTRACTOR

- 5.01** Contractor Qualifications: Contractor warrants that Contractor has the necessary licenses, experience and technical skills to provide services under this Contract.
- 5.02** Contract Management: Contractor shall report to the SCLTC who will review the activities and performance of the Contractor and administer this Contract.
- 5.03** Tools and Instrumentalities: Contractor will supply all tools and instrumentalities required to perform the services under this Contract. Contractor is not required to purchase or rent any tools, equipment or services from SCLTC.
- 5.04** Workers' Compensation: Contractor shall maintain a workers' compensation plan covering all its employees as required by California Labor Code Section 3700, either through workers' compensation insurance issued by an insurance company or through a plan of self-insurance certified by the State Director of Industrial Relations. If Contractor elects to be self-insured, the certificate of insurance otherwise required by this Contract shall be replaced with a consent to self-insure issued by the State Director of Industrial Relations. Proof of such insurance shall be provided before any work is commenced

under this contract. No payment shall be made unless such proof of insurance is provided.

- 5.05** Indemnification: Contractor shall indemnify and hold SCLTC harmless against any and all liability imposed or claimed, including attorney's fees and other legal expenses, arising directly or indirectly from any act or failure of Contractor or Contractor's assistants, employees or agents, including all claims relating to the injury or death of any person or damage to any property. Contractor agrees to maintain a policy of liability insurance in the minimum amount of (\$1,000,000) One Million Dollars, to cover such claims or in an amount determined appropriate by the SCLTC. If the amount of insurance is reduced by the SCLTC such reduction must be in writing. Contractor shall furnish a certificate of insurance evidencing such insurance and naming the SCLTC as an additional insured for the above-cited liability coverage prior to commencing work. It is understood that the duty of Contractor to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by SCLTC of insurance certificates and endorsements required under this Contract does not relieve Contractor from liability or limit Contractor's liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Contract, Contractor acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.
- 5.06** General Liability and Automobile Insurance: During the term of this Contract, Contractor shall obtain and keep in full force and effect a commercial, general liability and automobile policy or policies of at least the minimums required by the laws of the State of California, combined limit for bodily injury and property damage; the SCLTC, its officers, employees, volunteers and agents are to be named additional insured under the policies, and the policies shall stipulate that this insurance will operate as primary insurance for work performed by Contractor and its sub-contractors, and that no other insurance effected by SCLTC or other named insured will be called on to cover a loss covered thereunder. All insurance required herein shall be provided by a company authorized to do business in the State of California and possess at least a Best A: VII rating or as may otherwise be acceptable to SCLTC. The General Liability insurance shall be provided by an ISO Commercial General Liability policy, with edition dates of 1985, 1988, or 1990 or other form satisfactory to SCLTC. The SCLTC will be named as an additional insured using ISO form CG 2010 1185 or the same form with an edition date no later than 1990, or in other form satisfactory to SCLTC.
- 5.07** Certificate of Insurance and Endorsements: Contractor shall obtain and file with the SCLTC prior to engaging in any operation or activity set forth in this Contract, certificates of insurance evidencing additional insured coverage as set forth in paragraphs 5.04 and 5.10 and which shall provide that no cancellation, reduction in coverage or expiration by the insurance company will be made during the term of this Contract, without thirty (30)

days written notice to SCLTC prior to the effective date of such cancellation. **Naming the SCLTC as a “Certificate Holder” or other similar language is NOT sufficient satisfaction of the requirement.** Prior to commencement of performance of services by Contractor and prior to any obligations of SCLTC, contractor shall file certificates of insurance with SCLTC showing that Contractor has in effect the insurance required by this Contract. Contractor shall file a new or amended certificate on the certificate then on file. **If changes are made during the term of this Contract, no work shall be performed under this agreement, and no payment may be made until such certificate of insurance evidencing the coverage in paragraphs, 5.05, the general liability policy set forth in 5.06 and 5.10 are provided to SCLTC.**

- 5.08 Public Employees Retirement System (CalPERS):** In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Contract is determined by a court of competent jurisdiction or the Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of the SCLTC, Contractor shall indemnify, defend, and hold harmless SCLTC for the payment of any employee and/or employer contributions of CalPERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of SCLTC. Contractor understands and agrees that his personnel are not, and will not be, eligible for memberships in, or any benefits from, any SCLTC group plan for hospital, surgical or medical insurance, or for membership in any SCLTC retirement program, or for paid vacation, paid sick leave, or other leave, with or without pay, or for any other benefit which accrues to a SCLTC employee.
- 5.09 IRS/FTB Indemnity Assignment:** Contractor shall defend, indemnify, and hold harmless the SCLTC, its officers, agents, and employees, from and against any adverse determination made by the Internal Revenue Service of the State Franchise Tax Board with respect to Contractor’s “independent contractor” status that would establish a liability for failure to make social security and income tax withholding payments.
- 5.10 Professional Liability:** If Contractor or any of its officers, agents, employees, volunteers, contractors or subcontractors are required to be professionally licensed or certified by any agency of the State of California in order to perform any of the work or services identified herein, Contractor shall procure and maintain in force throughout the duration of the Contract a professional liability insurance policy with a minimum coverage level of (\$1,000,000) One Million Dollars, or as determined in writing by SCLTC’s Risk Management Department.
- 5.11 State and Federal Taxes:** As Contractor is not SCLTC’s employee, Contractor is responsible for paying all required state and federal taxes. In particular:
- a. SCLTC will not withhold FICA (Social Security) from Contractor’s payments;

- b. SCLTC will not make state or federal unemployment insurance contributions on behalf of Contractor.
- c. SCLTC will not withhold state or federal income tax from payment to Contractor.
- d. SCLTC will not make disability insurance contributions on behalf of Contractor.
- e. SCLTC will not obtain workers' compensation insurance on behalf of Contractor.

5.12 Records: All reports and other materials collected or produced by the Contractor or any subcontractor of Contractor shall, after completion and acceptance of the Contract, become the property of SCLTC, and shall not be subject to any copyright claimed by the Contractor, subcontractor, or their agents or employees. Contractor may retain copies of all such materials exclusively for administration purposes. Any use of completed or uncompleted documents for other projects by Contractor, any subcontractor, or any of their agents or employees, without the prior written consent of SCLTC is prohibited. It is further understood and agreed that all plans, studies, specifications, data magnetically or otherwise recorded on computer or computer diskettes, records, files, reports, etc., in possession of the Contractor relating to the matters covered by this Contract shall be the property of the SCLTC, and Contractor hereby agrees to deliver the same to the SCLTC upon request. It is also understood and agreed that the documents and other materials including but not limited to those set forth hereinabove, prepared pursuant to this Contract are prepared specifically for the SCLTC and are not necessarily suitable for any future or other use.

5.13 Contractor's Books and Records: Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the SCLTC for a minimum of five (5) years, or for any longer period required by law, from the date of final payment to the Contractor under this Contract. Any records or documents required to be maintained shall be made available for inspection, audit and/or copying at any time during regular business hours, upon oral or written request of the SCLTC.

5.14 Assignability of Contract: It is understood and agreed that this Contract contemplates personal performance by the Contractor and is based upon a determination of its unique personal competence and experience and upon its specialized personal knowledge. Assignments of any or all rights, duties or obligations of the Contractor under this Contract will be permitted only with the express written consent of the SCLTC.

5.15 Warranty of Contractor: Contractor warrants that it, and each of its personnel, where necessary, are properly certified and licensed under the laws and regulations of the State of California to provide the special services agreed to.

5.16 Withholding for Non-Resident Contractor: Pursuant to California Revenue and Taxation Code Section 18662, payments made to nonresident independent contractors, including corporations and partnerships that do not have a permanent place of business in this

state, are subject to 7 percent state income tax withholding. Withholding is required if the total yearly payments made under this contract exceed \$1,500.00. Unless the Franchise Tax Board has authorized a reduced rate or waiver of withholding and SCLTC is provided evidence of such reduction/waiver, all nonresident contractors will be subject to the withholding. It is the responsibility of the Contractor to submit the Waiver Request (Form 588) to the Franchise Tax Board as soon as possible in order to allow time for the Franchise Tax Board to review the request.

- 5.17** Compliance with Child, Family and Spousal Support Reporting Obligations: Contractor's failure to comply with state and federal child, family and spousal support reporting requirements regarding contractor's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family and spousal support obligations shall constitute a default under this Contract. Contractor's failure to cure such default within ninety (90) days of notice by SCLTC shall be grounds for termination of this Contract.
- 5.18** Conflict of Interest: Contractor covenants that it presently has no interest and shall not acquire an interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder. Contractor further covenants that, in the performance of this Contract, no subcontractor or person having such an interest shall be used or employed. Contractor certifies that no one who has or will have any financial interest under this contract is an officer or employee of SCLTC.
- 5.19** Compliance with Applicable Laws: Contractor shall comply with all applicable federal, state and local laws now or hereafter in force, and with any applicable regulations, in performing the work and providing the services specified in this Contract. This obligation includes, without limitations, the acquisition and maintenance of any permits, licenses, or other entitlements necessary to perform the duties imposed expressly or impliedly under this Contract.
- 5.20** Bankruptcy: Contractor shall immediately notify SCLTC in the event that Contractor ceases conducting business in the normal manner, becomes insolvent, makes a general assignment for the benefit of creditors, suffer or permits the appointment of a receiver for its business or assets, or avails itself of, or becomes subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or protection of the rights of creditors.

ARTICLE 6. OBLIGATIONS OF SCLTC

- 6.01** Cooperation of SCLTC: SCLTC agrees to comply with all reasonable requests of Contractor (to provide reasonable access to documents and information as permitted by law) necessary to the performance of Contractor's duties under this Contract.

ARTICLE 7. TERMINATION

7.01 Termination on Occurrence of State Events: This Contract shall terminate automatically on the occurrence of any of the following events:

1. Bankruptcy or insolvency of Contractor
2. Death of Contractor

7.02 Termination by SCLTC for Default of Contractor: Should Contractor default in the performance of this Contract or materially breach any of its provisions, SCLTC, at SCLTC's option, may terminate this Contract by giving ten (10) days written notification to Contractor.

7.03 Termination for Convenience of SCLTC: SCLTC may terminate this Contract at any time by providing a notice in writing to Contractor that the Contract is terminated. Said Contract shall then be deemed terminated and no further work shall be performed by Contractor. If the Contract is so terminated, the Contractor shall be paid for that percentage of the phase of work actually completed, based on a pro rata portion of the compensation for said phase satisfactorily completed at the time of notice of termination is received.

7.04 Termination of Funding: SCLTC may terminate this Contract in any fiscal year in that it is determined there is not sufficient funding. California Constitution Article XVI Section 18.

ARTICLE 8. GENERAL PROVISIONS

8.01 Notices: Any notices to be given hereunder by either party to the other may be effected either by personal delivery in writing or by mail, registered or certified, postage prepaid or return receipt requested. Mailed notices shall be addressed to the parties at the addresses appearing in the introductory paragraph of this Contract, but each party may change the address by written notice in accordance with the paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of two (2) days after mailing.

8.02 Entire Agreement of the Parties: This contract supersedes any and all contracts, either oral or written, between the Parties hereto with respect to the rendering of services by Contractor for SCLTC and contains all the covenants and contracts between the parties with respect to the enduring of such services in any manner whatsoever. Each Party to this Contract acknowledges that no representations, inducements, promises, or contract, orally or otherwise, have been made by any party, or anyone acting on behalf of any Party, which are not embodied herein, and that no other contract, statement, or promise not contained in this Contract shall be valid or binding. Any modification of this Contract

will be effective only if it is in writing signed by the Party to be charged and approved by the SCLTC as provided herein or as otherwise required by law.

- 8.03** Partial Invalidity: If any provision in this Contract is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provision will nevertheless continue in full force without being impaired or invalidated in any way.
- 8.04** Attorney's Fees: If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Contract, the prevailing Party will be entitled to reasonable attorney's fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which that party may be entitled.
- 8.05** Conformance to Applicable Laws: Contractor shall comply with the standard of care regarding all applicable federal, state and SCLTC laws, rules and ordinances. Contractor shall not discriminate in the employment of persons who work under this contract because of race, the color, national origin, ancestry, disability, sex or religion of such person.
- 8.06** Waiver: In the event that either SCLTC or Contractor shall at any time or times waive any breach of this Contract by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Contract, whether of the same or any other covenant, condition or obligation.
- 8.07** Governing Law: This Contract and all matters relating to it shall be governed by the laws of the State of California and the County of Siskiyou and any action brought relating to this Contract shall be brought exclusively in a state court in the County of Siskiyou.
- 8.08** Reduction of Consideration: Contractor agrees that SCLTC shall have the right to deduct from any payments contracted for under this Contract any amount owed to SCLTC by Contractor as a result of any obligation arising prior or subsequent to the execution of this contract. For purposes of this paragraph, obligations arising prior to the execution of this contract may include, but are not limited to any property tax, secured or unsecured, which tax is in arrears. If SCLTC exercises the right to reduce the consideration specified in this Contract, SCLTC shall give Contractor notice of the amount of any off-set and the reason for the deduction.
- 8.09** Negotiated Contract: This Contract has been arrived at through negotiation between the parties. Neither party is to be deemed the party which prepared this Contract within the meaning of California Civil Code Section 1654. Each party hereby represents and warrants that in executing this Contract it does so with full knowledge of the rights and duties it may have with respect to the other. Each party also represents and warrants that it has received independent legal advice from its attorney with respect to the matters

set forth in this Contract and the rights and duties arising out of this Contract, or that such party willingly foregoes any such consultation.

- 8.10** Time is of the Essence: Time is of the essence in the performance of this Contract.
- 8.11** Materiality: The parties consider each and every term, covenant, and provision of this Contract to be material and reasonable.
- 8.12** Authority and Capacity: Contractor and Contractor's signatory each warrant and represent that each has full authority and capacity to enter into this Contract.
- 8.13** Binding on Successors: All of the conditions, covenants and terms herein contained shall apply to, and bind, the heirs, successors, executors, administrators and assigns of Contractor. Contractor and all of Contractor's heirs, successors, executors, administrators, and assigns shall be jointly and severally liable under the Contract.
- 8.14** Accumulation of Remedies: All of the various rights, options, elections, powers and remedies of the parties shall be construed as cumulative, and no one of them exclusive of any other or of any other legal or equitable remedy which a party might otherwise have in the event of a breach or default of any condition, covenant or term by the other party. The exercise of any single right, option, election, power or remedy shall not, in any way, impair any other right, option, election, power or remedy until all duties and obligations imposed shall have been fully performed.
- 8.15** No Reliance On Representations: Each party hereby represents and warrants that it is not relying, and has not relied upon any representation or statement made by the other party with respect to the facts involved or its rights or duties. Each party understands and agrees that the facts relevant, or believed to be relevant to this Contract, may hereunder turn out to be other than, or different from the facts now known to such party as true, or believed by such party to be true. The parties expressly assume the risk of the facts turning out to be different and agree that this Contract shall be effective in all respects and shall not be subject to rescission by reason of any such difference in facts.

SIGNATURE PAGE FOLLOWS ON NEXT PAGE

IN WITNESS WHEREOF, SCLTC and Contractor have executed this agreement on the dates set forth below, each signatory represents that he/she has the authority to execute this agreement and to bind the Party on whose behalf his/her execution is made.

Date: 02/27/2024 PST

Nancy Ogren
Signer ID: K5P4P8BL11...
Nancy Ogren, Chair
Local Transportation Commission

CONTRACTOR: Optimize Worldwide

Date: 02/15/2024 PST

Matt Morgan
Signer ID: K5P4P8BL11...
Matt Morgan, CEO
TAXPAYER I.D. 47-2845947

APPROVED AS TO LEGAL FORM:

John S. Kenny 02/27/2024 PST
John S. Kenny, LTC Counsel (Date)

ACCOUNTING:

Fund/Org/Account	Fiscal Year	Amount
2506-303030-723000	2023/2024	\$ 8,000.00
2506-303030-723000	2024/2025	\$ 1,800.00
2506-303030-723000	2025/2026	\$ 1,800.00
2506-303030-723000	2026/2027	\$ 1,800.00
2506-303030-723000	2027/2028	\$ 1,800.00
2506-303030-723000	2028/2029	\$ 1,800.00

If not to exceed, include amount not to exceed:

Encumbrance number (if applicable):

Exhibit A - Optimize Worldwide



COST PROPOSAL

Optimize Worldwide, Inc. offers a wide range of web and advertising products and services to move your organization forward. Our team of designers, developers, and digital advertising experts are in house and readily available. We believe in extreme customer service responding immediately to phone calls, texts and emails.

ONGOING MAINTENANCE & UPDATES

Web & graphic design hourly rate: \$100/hr

Ongoing website updates and graphic design requests can be sent over via email at any time. We start a running invoice and bill at our hourly rate. Invoices will be sent out on the 1st of every month that will include any work performed the previous month. If you have a new feature or set of updates, we can also quote by the project. Optimize Worldwide, Inc. uses advanced project management collaboration tools. These tools ensure our team members never miss any details and remain on time. Average turn-around time for website update requests are 3-4 days. Expedited requests can be handled within 24 hours on an as needed basis.

SECURE WEBSITE HOSTING AND WORDPRESS SECURITY & BACKUP

Optimize Worldwide, Inc. offers affordable hosting products at competitive rates as an authorized GoDaddy reseller. The Optimize Team provides local website hosting support Mon-Fri 5:00am-5:00pm. Should you need support after hours, there is a 24/7 support line. WordPress websites need to be maintained as new versions and plugin updates are released to secure the vulnerabilities that are exploited by hackers and malware. Optimize Worldwide, Inc. can keep your site secure and provide regular backups to an off-site cloud hosted storage location. Includes immediate restoration and repairs should the website be compromised by hacking. Non-security related issues fall under our hourly rate.

Description	Cost
Secure website hosting w/ SSL security certificate	\$347.88/year
WordPress security & backup	\$349.99/year



WEBSITE DEVELOPMENT

RESPONSIVE WORDPRESS WEB DESIGN

Turnaround time: 8 weeks
Payment: 50% deposit to start and the remaining 50% on launch date

Description	Included
WordPress CMS platform + premium theme integration	✓
Up to 35 pages (ex: Home, About, Services, FAQs, Resources, Contact, etc.)	✓
Contact web forms with HTML email confirmation	✓
Blogging platform	✓
Website accessibility plugin integration for ADA compliance	✓
Cookie compliance plugin integration	✓
Google Analytics tracking code	✓
Website submission to major search engines	✓
Responsive to mobile devices + latest versions of the major browsers	✓
Website user guide + 1 hour of website training with key staff via Zoom	✓
Cost (one-time)	\$6,500



WEB DEVELOPMENT TIMELINE

RESPONSIVE WORDPRESS WEBSITES IN 8 WEEKS

1

WEEKS 1-2: GATHER CONTENT

We invite you to meet the Web Designer assigned to your project for a kick off meeting. The discovery process begins where we identify what functions the website will need to perform, what content exists and what needs to be produced. You'll receive a checklist of items we will need from you that will be due by the end of the first week.

2

WEEKS 3-5: DESIGN & DEVELOP

The Web Designer assigned to your project will begin setting up the development server and installing WordPress, theme and necessary plugins. Content identified from the first two weeks will be integrated into the new website and the website begins to take shape.

3

WEEKS 6-7: PREVIEW & FEEDBACK

Our team will provide a preview link at the beginning of week six where you get a chance to see the website for the first time. This phase is dedicated to moving things around, massaging the website and working together to bring the website to a state we are all happy with by the end of week seven.

4

WEEK 8: TEST & LAUNCH

Week eight is dedicated to testing the website in the major browsers, checking for mobile compatibility, spelling, grammar, etc. We then migrate the website from our development server over to the production server and go live. We then repeat the testing procedure for quality assurance. We conclude the project by delivering a website user guide that shows step-by-step how to make basic changes.

Date: November 18, 2025

Agenda Item: 5

Subject: Discussion, direction and action regarding appointment of Karmen Bleich to a vacancy on the Social Services Transportation Advisory Council (SSTAC).

Past Action:

On April 9, 2025, the Commission reviewed applications for representatives for the Social Services Transportation Advisory Council and made appointments to various vacancies on the Council.

Summary of Item:

Pursuant to PUC § 99238 the SCLTC is required to establish a Social Services Transportation Advisory Council (SSTAC). SSTAC consists of the following members:

- One representative of potential transit users who are 60 years of age or older.
- One representative of potential transit user who are disabled.
- Two representatives of the local social service providers for seniors.
- Two representative of local social service providers for the disabled.
- One representative of social service provider for persons of limited means.
- Two representatives from the local consolidated transportation service agency.
- Member-At-Large Appointment

The SCLTC is required to recruit candidates for appointment from a broad representation of social service and transit providers representing the elderly, the disabled, and persons of limited means. In appointing council members, the SCLTC shall strive to attain geographic and minority representation among council members.

Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. After the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term.

Staff recently received an application from Ms. Bleich to serve on the Council as a representative of a local social service provider for seniors (Category 3).

Financial Impact: Yes ☐ No ☒

Recommended Action:

Appoint Karmen Bleich to a two-year term ending on November 18, 2027, as a representative of a local social service provider for seniors.

Attachments (2)

- Current SSTAC Membership List
- New Application – Karmen Bleich

Siskiyou County Local Transportation Commission
Social Services Transportation Advisory Council

Pursuant to PUC 99238

SSTAC shall consist of the following members:

# of Positions	Description	One Year Term Expires: 04/08/2026	Two Year Term Expires: 04/08/2026	Three Year Term Expires: 04/08/2027
1	Representative of potential transit users who is 60 years of age or older.		Denise Patterson (2024 Chair) Term Expires 04/08/2026	
1	Representative of potential transit users who is disabled.			
2	Representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists.	Teri Gabriel		
2	Representatives of local social service providers for the disabled, including one representative of a social service transportation provider, if one exists.			Emily Tuholski (2024 Vice Chair) Term Expires: 04/08/2027
1	Representative of a local social service provider for persons of limited means.	Nico Purl		
2	Representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code , if one exists, including one representative from an operator, if one exists.			
	The transportation planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).		Misty Rickwalt	

Term Requirements - Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. Subsequent to the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term.

SISKIYOU COUNTY

LOCAL TRANSPORTATION COMMISSION



Social Services Transportation Advisory Council (SSTAC) Application for Appointment

Membership on the SSTAC requires appointment by Siskiyou County Local Transportation Commission; therefore, it is necessary to present the Commission with relevant information concerning each nominee.

If you are interested in serving on the Siskiyou County Local Transportation Commission's Social Services Transportation Advisory Council (SSTAC), please complete the following application.

Applications are also available online at:
[Local Transportation Commission](#).

Name: _____

Address: _____

Home Phone: _____ Business Phone: _____

Email Address: _____

Time Resided in the County: _____

Previous experience on a relevant County/City/Town Commission or Committee:

SISKIYOU COUNTY

LOCAL TRANSPORTATION COMMISSION



Relevant Work/Volunteer Experience

Organization	Address	Position	Dates

Statement of Qualifications:

Please briefly state why you are interested in serving on the SSTAC and why you are qualified for appointment. Attach additional pages, if necessary.

Category Listing:

The Social Services Transportation Advisory Council is subject to the provisions of PUC 99238 of the Transportation Development Act.

The SSTAC shall consist of the following members: Please check all categories that apply to you.

Category 1: Potential transit user who is 60 years of age or older _____

SISKIYOU COUNTY

LOCAL TRANSPORTATION COMMISSION



- Category 2 Potential transit user who is disabled. _____
- Category 3 Representative of the local social service providers for seniors. _____
Agency Name: _____
- Category 4: Representative of local social service providers for the disabled. _____
Agency Name: _____
- Category 5 Representative of social service provider for persons of limited means. _____
Agency Name: _____
- Category 6 Representative from the local consolidated transportation Service agency. _____
Agency Name: _____
- Category 7 At Large Appointment _____

The Council currently has three term appointment periods:

One-Year _____ Two-Year _____ Three-Year _____

Please indicate which term(s) you would be willing to serve.

At the end of a term, a member can reapply for an additional three-year term.

Certification

I certify that the above information is true and correct and I authorize the verification of the information in the application in the event I am a finalist for the appointment.

Signature

Date

Appointment will be considered at a Siskiyou County Local Transportation Commission's meeting. Any information you submit on your application will become a matter of public record.

Return Application to:

Applications can be submitted via email to melissa@siskiyoucoltc.org

Or sent via USPS to: 1312 Fairlane Road, Suite 2
Yreka, California 96097

Date: November 18, 2025

Agenda Item: 6

Subject: Discussion, direction and action regarding the 2026 Siskiyou County Regional Transportation Improvement Program

Past Action:

On December 11, 2023, the Commission adopted the 2024 Regional Transportation Improvement Program.

Summary of Item:

Every odd-numbered year, the Commission develops and adopts a program of projects for inclusion in the State Transportation Improvement Program (STIP), which becomes effective on July 1 of the following year. This process involves preparing the Regional Transportation Improvement Program (RTIP), through which we program our Regional Improvement Program (RIP) shares as identified by the California Transportation Commission (CTC) in the Fund Estimate (FE).

The deadline for local agencies to submit updated cost estimates and new projects for consideration was August 1, 2025.

Following the submission deadline, staff conducted a comprehensive review of requested projects and available funding. The Executive Director met with each agency and their consultants to discuss existing and proposed projects, multimodal elements such as bicycle and pedestrian facilities, and other local challenges.

The proposed program includes adjustments to existing projects (per Section 56 of the 2026 STIP Guidelines). Projects with one or more phases already programmed were next evaluated for potential funding of remaining phases.

Total Target:	\$ 2,944
Total Adjustments:	\$ 565
Total New Programming:	<u>\$ 2,215</u>
Unprogrammed Shares:	\$ 164

The draft programming was posted on the Commission's website on October 27, 2025, for public comment. Commission staff have not received any public comments as of November 10, 2025.

Financial Impact: Yes ☒ No ☐**Recommended Action:**

- Adopt Resolution approving the 2026 Regional Transportation Improvement Program.
- Direct the Executive Director to submit the approved RTIP to Caltrans and the California Transportation Commission (CTC).
- Authorize the Executive Director to make any non-substantial changes as requested by CTC.

Attachments (2)

- SCLTC 2026 Regional Transportation Improvement Program
- Summary of Prior STIP Shares/Projects

SISKIYOU COUNTY

LOCAL TRANSPORTATION COMMISSION



2026 Regional Transportation Improvement Program For Fiscal Years 2026/2027 through 2030/2031



Boles & Mill Street STIP Project



12th and 14th Street STIP Project

Siskiyou County Local Transportation Commission

190 Greenhorn Road
Yreka, CA 96097
Phone: 530.709.5060

Email: general@siskiyoucoltc.org
Website: <https://siskiyoucoltc.org/>

Adopted November 18, 2025

Prepared By:

Siskiyou County Local Transportation Commission

190 Greenhorn Road

Yreka, CA 96097

Phone: 530.709.5060

In Cooperation with:

City of Dorris

City of Dunsmuir

City of Etna

Town of Fort Jones

City of Montague

City of Mount Shasta

City of Tulelake

City of Weed

City of Yreka

Siskiyou County Public Works

Caltrans, District 2

Karuk Tribe

Quartz Valley Indian Reservation

Siskiyou Transit and General Express (STAGE)



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director

1312 Fairlane Road, Suite 2
Yreka, California 96097
Phone: 530.709.5060

November 18, 2025

Tanisha Taylor, Executive Director
California Transportation Commission
1120 N Street, Mail Station 52
Sacramento, CA 95814

Subject: 2026 Regional Transportation Improvement Program

Ms. Taylor,

The Siskiyou County Local Transportation Commission (SCLTC) submits the enclosed 2026 Regional Transportation Improvement Program for your consideration. The Commission's staff, in collaboration with our local and state partners, developed the enclosed programming plan to best align with the goals and priorities of our region, while taking into account the significant fiscal constraints of the 2026 STIP, in which available shares were less than half of those received during the 2024 cycle.

This program was presented to the Commission at a special meeting held on November 18, 2025. The Commission adopted the program as presented in the enclosed documentation.

Please contact me if you have any questions. I can be reached at 530.709.5060, or melissa@siskiyoucoltc.org.

Sincerely,

Melissa Cummins

Executive Director

Enclosures:

2026 Siskiyou County Local Transportation Commission Regional Transportation Improvement Program (Including All Required Documents)

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A. Overview and Schedule

Section 1. Executive Summary

The Siskiyou County Local Transportation Commission's 2026 Regional Transportation Improvement Program includes programming adjustments of \$ 565,000 pursuant to Section VII (56) of the State Transportation Improvement Program Guidelines adopted by the California Transportation Commission on August 14, 2025.

Additionally, the program includes new programming costs of \$ 2,215,000. This leaves an unprogrammed share balance of \$ 164,000 for the region.

Section 2. General Information

Insert contact information in the text fields below.

- **Regional Agency Name:** Siskiyou County Local Transportation Commission
- **Agency website links for Regional Transportation Improvement Program (RTIP) and Regional Transportation Plan (RTP).**

Regional Agency Website Link: <https://siskiyoucoltc.org/>

RTIP link: <https://siskiyoucoltc.org/programs/rtip-stip/>

RTP link:
<https://siskiyoucoltc.org/planning-documents/regional-transportation-plan/>

- **Regional Agency Executive Director Contact Information**

<u>Name</u>	Melissa Cummins
<u>Title</u>	Executive Director
<u>Email</u>	melissa@siskiyoucoltc.org
<u>Telephone</u>	530.709.5060

- **RTIP Manager Staff Contact Information**

<u>Name</u>	Melissa Cummins
<u>Title</u>	Executive Director
<u>Address</u>	190 Greenhorn Road
<u>City/State/Zip</u>	Yreka, California 96097
<u>Email</u>	melissa@siskiyoucoltc.org
<u>Telephone</u>	530.709.5060

- **California Department of Transportation Headquarter Contact Information**

<u>Name</u>	Sudha Kodali
<u>Title</u>	Chief, Division of Financial Programming
<u>Address</u>	Office of Capital Improvement Program, Department of Transportation Mail Station 82. P.O. Box 942874

City/State/Zip Sacramento, CA 94274
Email sudha.kodali@dot.ca.gov / OCIP@dot.ca.gov

- **California Transportation Commission (CTC) Contact Information**

Name Kacey Moore-Gutierrez
Title Associate Deputy Director
Address 1120 N Street, Mail Station 52
City/State/Zip Sacramento, CA 95814
Email Kacey.Moore-Gutierrez@catc.ca.gov

Section 3. Background of Regional Transportation Improvement Program (RTIP)

A. What is the Regional Transportation Improvement Program?

The Regional Transportation Improvement Program (RTIP) is a program of highway, local road, transit and active transportation projects that a region plans to fund with State and Federal revenue programmed by the California Transportation Commission in the State Transportation Improvement Program (STIP). The RTIP is developed biennially by the regions and is due to the Commission by December 15 of every odd numbered year. The program of projects in the RTIP is a subset of projects in the Regional Transportation Plan (RTP), a federally mandated master transportation plan which guides a region's transportation investments over a 20-to-25-year period. The RTP is based on all reasonably anticipated funding, including federal, state and local sources. Updated every 4 to 5 years, the RTP is developed through an extensive public participation process in the region and reflects the unique mobility, sustainability, and air quality needs of each region.

B. Regional Agency's Historical and Current Approach to developing the RTIP

The Siskiyou County region encompasses 6,347 square miles and includes ten local agencies with maintained road mileage ranging from 4.5 to 928.6 miles. Within the region, there are 1,076.7 miles of paved local roads, in addition to 865 collected lane-miles on the State Highway System.

Historically, local agencies and Caltrans have submitted projects based on their highest priorities. These project requests are evaluated against currently programmed projects, available funding, and the agency's past performance in delivering projects.

For the 2026 STIP cycle, the Commission's Executive Director met individually with each agency to review their currently programmed projects, proposed new projects, and additional components such as bicycle and pedestrian improvements. Due to a reduction in available shares, no new projects could be incorporated into the 2026 RTIP. The draft RTIP was distributed to stakeholders and the public for comment on October 27, 2025, and was referred to the Siskiyou County Local Transportation Commission for consideration at a special meeting on November 18, 2025.

The region's highest priority continues to be the maintenance and rehabilitation of existing roadways to avoid the significantly higher cost of full reconstruction. Project delivery in rural

areas is challenged by increased costs associated with long material haul distances and limited contractor availability. In most cases, the inclusion of non-motorized infrastructure is not feasible due to insufficient funding.

Section 4. Completion of Prior RTIP Projects (Required per Section 78)

Project Name	Fund Type	Funds Programmed*	Funds Allocated	Funds Expended
South 12 th and 14 th Street (PPNO 2596)	STIP	\$ 408	\$ 408	\$ 408
Boles and Mill Street (PPNO 2627)	STIP	\$ 823	\$ 823	\$ 823

Montague – South 12th and 14th Street



In Montague on South 12th Street from Webb Street to Scobie Street, and on South 14th Street from Scobie Street to Julien Street. The work included the rehabilitation of the roadway including replacement of failed base sections.



Weed – Boles and Mill Street

In Weed on Boles Street from SR 97 to the end and on Mill Street from Liberty Avenue to North Davis Avenue. The scope of work included a full reconstruction of the roadway structural sections.

Before Photos:



After Photos:



Section 5. RTIP Outreach and Participation

A. RTIP Development and Approval Schedule

Action	Date
CTC adopts Fund Estimate and Guidelines	August 14-15, 2025
Caltrans identifies State Highway Needs	September 15, 2025
Caltrans submits draft ITIP	October 15, 2025
CTC ITIP Hearing, North	October 30, 2025
CTC ITIP Hearing, South	November 7, 2025
Regional Agency adopts 2026 RTIP	November 18, 2025
Regions submit RTIP to CTC	December 15, 2025
Caltrans submits ITIP to CTC	December 15, 2025
CTC STIP Hearing, North	January 28, 2026
CTC STIP Hearing, South	February 5, 2026
CTC publishes staff recommendations	February 27, 2026
CTC Adopts 2026 STIP	March 19-20, 2026

B. Community Engagement

The projects nominated in this RTIP are consistent with the Siskiyou County Local Transportation Commission's 2021 Regional Transportation Plan (RTP). During development of the 2021 RTP, virtual public meetings were held—due to COVID-19 restrictions—to allow for public input. The draft RTP was released for public review on June 25, 2021, and the final plan was adopted by the Commission on August 10, 2021. All proposed projects were evaluated for alignment with the regional goals identified in the 2021 RTP.

C. Consultation with Caltrans District (Required per Section 20)

Caltrans District: 2

SCLTC, Caltrans, and local agency representatives regularly consult on proposed projects throughout the region. Caltrans facilitated a formal consultation meeting, held on October 1st. This virtual meeting provided local agencies with an opportunity to participate while reducing travel time as many of them would have to travel for over two hours for an in-person meeting.

Commission staff continue to coordinate with Caltrans on projects within local jurisdictions to ensure consistent communication among all affected stakeholders and communities.

Refer to Section 20 for a copy of the letter from Caltrans.

B. 2026 STIP Regional Funding Request

Section 6. 2026 STIP Regional Share and Request for Programming

A. 2026 Regional Fund Share Per 2026 STIP Fund Estimate

The 2026 STIP Fund Estimate identified new regional shares of \$ 2,914,000 in base shares, plus an additional \$ 30,000 of unprogrammed balance from the 2024 STIP to reach our total target of \$ 2,944,000. The Siskiyou County Local Transportation Commission approves the programming as presented below.

- B. Advance Project Development Element (APDE) – *Identify any proposals for the APDE share, if identified in the fund estimate, by including “(APDE)” after the project name and location. Identify requests to advance future county shares for a larger project by including “(Advance)” after the project name and location. (See Section 42-47)*

There is no APDE capacity identified for the 2026 STIP.

Section 7. Overview of Other Funding Included with Delivery of Regional Improvement Program Projects

The City of Mt Shasta and County of Siskiyou – Department of Public Works will be seeking grant funds in future years to cover the construction costs related to PPNO 2638 and 2639.

Section 8. Interregional Transportation Improvement Program (ITIP) Funding and Needs

The purpose of the Interregional Transportation Improvement Program (ITIP) is to improve interregional mobility for people and goods in the State of California. As an interregional program, the ITIP is focused on increasing the throughput for highway and rail corridors of strategic importance outside the urbanized areas of the state. A sound transportation network between and connecting urbanized areas ports and borders is vital to the state’s economic vitality. The ITIP is a five-year program managed by Caltrans and funded with 25% of new STIP revenues in each cycle. Developed in cooperation with regional transportation planning agencies to ensure an integrated transportation program, the ITIP promotes the goal of improving interregional mobility and connectivity across California.

There is no ITIP funding proposed for the Siskiyou region in the 2026 ITIP.

Siskiyou County sits at the northernmost end of the Interstate 5 corridor, a major freight route connecting California to the Pacific Northwest. The Siskiyou Pass, located just five miles north of the California–Oregon border, is especially vulnerable to winter storms that often lead to closures and long traffic delays, particularly for commercial trucks.

On the southern edge of the County, the I-5 canyon between Redding and Mt. Shasta faces similar weather-related shutdowns. When these sections of the interstate close, traffic can back up for miles, and it is common to see long lines of semi-trucks parked along the shoulders waiting for the highway to reopen.

Section 9. Projects Planned within Multi-Modal Corridors

The region does not have any projects that are planned within multi-modal corridors for the 2026 cycle.

Section 10. Highways to Boulevards Conversion Pilot Program

None.

Section 11. Complete Streets Consideration (per Section 26)

Consistent with Caltrans' Complete Streets Action Plan, regions should consider incorporating complete streets elements in all highway projects proposed for funding in the STIP.

For local road improvements, regions should consider incorporating complete streets elements as part of their projects proposed for funding in the STIP.

The region recently completed the first ever regional active transportation plan that identifies improvements necessary to encourage walking and cycling within our vast County. This plan provides the foundation for future grant applications and infrastructure improvements that encourage alternate modes of transportation where possible.

C. Relationship of RTIP to RTP/SCS and Benefits of RTIP

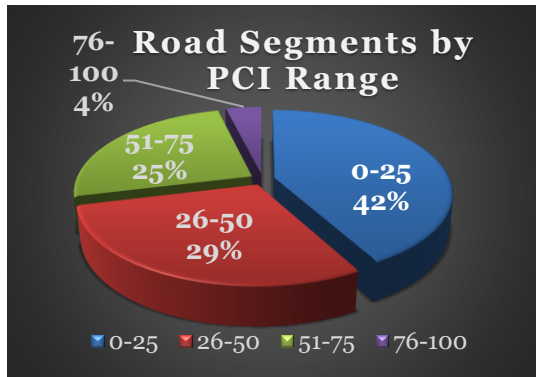
Section 12. Regional Level Performance Evaluation (per Section 22A of the guidelines)

A. Regional Level Performance Indicators and Measures (per Appendix B of the STIP Guidelines).

The region does not have a Sustainable Communities Strategy or Alternative Planning Scenario. The region is not currently monitoring the performance measures listed in the RTIP template other than Pavement Condition Index on local streets and roads.

Table B1(a) Evaluation – Rural Specific Regional Level Performance Indicators and Measures			
Goal	Indicator/Measure	Current System Performance (Baseline)	Projected System Performance
Reduce segments with a PCI of less than 25	Pavement Condition Index (Local Roads)	Regions Road Segments with a PCI of 25 or less = 42%	Reduce road segments with a PCI of 25 or below to less than 15% by June 30, 2031.

The region currently has 1,119 segments of paved roads. This graph summarizes the road segments by PCI. The Commission has allocated resources to conduct PCI updates on a portion of the paved segments each fiscal year. The proposed programming includes funds to continue updating a portion of the PCI data each year of the RTIP. These updates will provide crucial information necessary for evaluating performance criteria for future RTIP's.



The Siskiyou County Local Transportation Commission's 2021 Regional Transportation Plan identifies nineteen regional goals that are consistent with the regional vision and priorities. Each agency was asked to evaluate their projects against this list of regional goals. The following chart shows the summary of goals and the percentage of projects that meet that goal.

Regional Transportation Plan Goal		Percent
1.	Provide and maintain a safe, efficient, and convenient countywide roadway system that meets the travel needs of people and goods within the region and connects to points beyond.	100%
2.	Support the economic vitality of the region.	100%
3.	Maintain a local road system to serve the public's needs for safety, mobility and to provide access to the county's major activity centers.	88%
4.	Maintain existing local roads in good condition.	94%
5.	Provide a safe, convenient, and efficient multimodal transportation system that is part of a balanced overall transportation system and provides amenities to provide safe travel for bicyclists, pedestrians, and equestrians on existing and proposed facilities.	19%
6.	Enhance opportunities for safe pedestrians and bicycle travel on and across State highways.	0%
8.	Maintain affordable, safe, and effective public and private transit that is a viable option for Siskiyou County residents, especially disabled residents, and others with specialized transportation needs.	19%
9.	Maintain safe and efficient commercial and general aviation facility and improve general aviation airports in Siskiyou County.	0%
10.	Promote the continued and expanded use of air, rail, and trucks for the transport of suitable products and materials while minimizing negative impacts on the local road system.	13%
11.	Provide for the safe and efficient movement of regional and interregional goods.	25%
12.	Promote opportunities for rail transport of freight and passengers to and from the County.	0%
13.	Plan and coordinate for Tribal residents within the Siskiyou region to have safe, effective, functional transportation systems, including streets, roads, pedestrian and bicycle facilities and transit.	25%

Regional Transportation Plan Goal		Percent
14.	Improve safety and efficiency by using Transportation System Management (TSM), Transportation Demand Management (TDM), and Intelligent Transportation Systems (ITS) to reduce the demand for travel by single-occupant vehicles and improve traffic operations.	6%
15.	Ensure that the allocation of transportation funding dollars maximizes the “highest and best use” for interregional and local projects.	100%
16.	Ensure sensitivity to the environment in all transportation decisions.	56%
17.	Include climate change strategies in transportation investment decisions.	6%
18.	Maintain air quality standards established by the State Air Resources Board (ARB).	25%
19.	Improve livability in the County through land use and transportation decisions that encourage walking, transit, and bicycling.	19%

Section 13. Regional and Statewide Benefits of RTIP

The proposed RTIP includes seventeen projects submitted by ten local agencies across the region and the SCLTC. All but one of these projects had one or more phases programmed in the 2024 STIP, and the 2026 RTIP continues to build on those prior investments. Collectively, these projects enhance access to jobs, education, and essential services—particularly in communities designated as Justice40 disadvantaged or low-income areas by the California Energy Commission.

Over the past decade, Siskiyou County and neighboring regions have experienced severe wildfire seasons. As a result, the region remains committed to identifying, improving, and protecting critical evacuation routes, as demonstrated by an ongoing project to develop a countywide evacuation and preparedness plan. Many of the corridors included in this RTIP play a vital role in both daily transportation needs and emergency response efforts.

The Planning, Programming, and Monitoring (PPM) component of the RTIP provides essential support for data collection, performance tracking, and long-range planning. These efforts help the region prioritize transportation investments and pursue additional funding opportunities, including future local revenue measures.

D. Performance and Effectiveness of RTIP

Section 14. Evaluation of Cost Effectiveness of RTIP (Required per Section 22B)

Many of the measures included in the tables provided do not apply to the Siskiyou region. As outlined in Section 12, the region’s priority is to reduce the segments of road with a PCI of less than 25.

Many of our local agency partners have experienced higher material costs due to their location or very few responses to requests for bids. These factors affect the cost-effectiveness of their projects.

Section 15. Project Specific Evaluation (Required per Section 22C and 22D)

SCLTC is not proposing any new projects that require project specific evaluations.

E. Detailed Project Information

Section 16. Overview of Projects Programmed with RTIP Funding

A chart summarizing the proposed changes to current programming and additional phases of funding are included on the next page.

A chart summarizing each proposed project, including from and to cross streets plus the latitude and longitude is included as required by the guidelines.

Agency	PPNO	Project Title & Description	RTP Page #	Funding Source	Total	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	R/W	E&P	PS&E	CON	Project Total	Additional RIP Shares
SCLTC	2440	Planning, Programming, and Monitoring (PPM)		SOF	\$ 225	\$ 75	\$ 75	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225	\$ -
SCLTC	2440	Planning, Programming, and Monitoring (PPM)		SOF	\$ 225	\$ -	\$ -	\$ -	\$ 75	\$ 75	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 225	\$ 225
Dorris	2611	Pine Street, 2nd, Hazen & Sly-North Streets	Pg. 55	SOF	\$ 414	\$ 32	\$ 382					\$ -	\$ -	\$ 32	\$ 382	\$ 414	\$ -
Dorris	2633	Oregon Street Rehab Project	Pg. 55	SOF	\$ 39				\$ 39			\$ -	\$ -	\$ 39	\$ -	\$ 39	\$ -
Dorris	2633	Oregon Street Rehab Project	Pg. 55	SOF	\$ 500						\$ 500	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
Dunsmuir	2634	Hope Street, Siskiyou, Deer Haven Street Rehab	Pg. 55	SOF	\$ 300		\$ 25	\$ 275				\$ -	\$ -	\$ 25	\$ 275	\$ 300	\$ -
Etna	2626	Church, Oak & Main Streets, Reconst	Pg. 55	SOF	\$ (732)	\$ (65)	\$ (667)					\$ -	\$ -	\$ (65)	\$ (667)	\$ (732)	\$ -
Etna	2626	Church, Oak & Main Streets, Reconst	Pg. 55	SOF	\$ 765	\$ 65	\$ 700					\$ -	\$ -	\$ 65	\$ 700	\$ 765	\$ 33
Etna	2635	Bryan Street Rehab Project	Pg. 56	SOF	\$ 29			\$ 29				\$ -	\$ -	\$ 29	\$ -	\$ 29	\$ -
Etna	2635	Bryan Street Rehab Project	Pg. 56	SOF	\$ 370					\$ 370		\$ -	\$ -	\$ -	\$ 370	\$ 370	\$ 370
Fort Jones	2615	Bridge Street Rehabilitation	Pg. 56	SOF	\$ (234)	\$ (23)	\$ (211)					\$ -	\$ -	\$ (23)	\$ (211)	\$ (234)	\$ -
Fort Jones	2615	Bridge Street Rehabilitation	Pg. 56	SOF	\$ 253	\$ 23	\$ 230					\$ -	\$ -	\$ 23	\$ 230	\$ 253	\$ 19
Fort Jones	2636	Allison Street Rehab Project	Pg. 56	SOF	\$ 136		\$ 15	\$ 121				\$ -	\$ -	\$ 15	\$ 121	\$ 136	\$ -
Montague	2625	Prather Street & N 9th Street, Reconst	Pg. 58	SOF	\$ 973	\$ 90	\$ 883					\$ -	\$ -	\$ 90	\$ 883	\$ 973	\$ -
Montague	2637	King Street Rehab Project	Pg. 58	SOF	\$ 36				\$ 36			\$ -	\$ -	\$ 36	\$ -	\$ 36	\$ -
Montague	2637	King Street Rehab Project	Pg. 58	SOF	\$ 420						\$ 420	\$ -	\$ -	\$ -	\$ 420	\$ 420	\$ 420
Mt Shasta	2638	McCloud Avenue Reconstruction	Pg. 56		\$ 74				\$ 74			\$ -	\$ 74	\$ -	\$ -	\$ 74	\$ -
SCPW	2639	Big Springs Road Phase II	Pg. 55	SOF	\$ (100)	\$ (25)		\$ (75)				\$ -	\$ (25)	\$ (75)	\$ -	\$ (100)	\$ -
SCPW	2639	Big Springs Road Phase II	Pg. 55	SOF	\$ 125	\$ 25		\$ 100				\$ -	\$ 25	\$ 100	\$ -	\$ 125	\$ 25
Tulelake	2622	Main Street, Railroad-E Street, Reconst	Pg. 61	SOF	\$ 260	\$ 260						\$ -	\$ -	\$ -	\$ 260	\$ 260	\$ -
Tulelake	2623	C Street & Ray Oehlerich Way, Reconst	Pg. 61	SOF	\$ 500	\$ 500						\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -
Tulelake	2640	Various Streets Reconstruction	Pg. 61	SOF	\$ (38)			\$ (8)	\$ (30)			\$ -	\$ (8)	\$ (30)	\$ -	\$ (38)	\$ -
Tulelake	2640	Various Streets Reconstruction	Pg. 61	SOF	\$ 70			\$ 20	\$ 50			\$ -	\$ 20	\$ 50	\$ -	\$ 70	\$ 32
Weed	2641	Alameda, Church, Kennedy, W Lincoln Rehab	Pg. 56	SOF	\$ 62				\$ 62			\$ -	\$ -	\$ 62	\$ -	\$ 62	\$ -
Weed	2641	Alameda, Church, Kennedy, W Lincoln Rehab	Pg. 56	SOF	\$ 700					\$ 700		\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ 700
Yreka	2642	Knapp Street - Oregon to Discovery	Amend_#1	SOF	\$ (2,556)		\$ (6)	\$ (200)	\$ (2,350)			\$ (3)	\$ (3)	\$ (200)	\$ (2,350)	\$ (2,556)	\$ -
Yreka	2642	Knapp Street - Oregon to Discovery	Amend_#1	SOF	\$ 3,006		\$ 3	\$ 303	\$ 2,700			\$ 3	\$ 3	\$ 300	\$ 2,700	\$ 3,006	\$ 450
					\$ 5,372	\$ 882	\$ 1,354	\$ 536	\$ 610	\$ 1,070	\$ 920	\$ -	\$ 86	\$ 473	\$ 4,813	\$ 5,372	\$ 2,774

Current FY

Project Notes:

Agency	PPNO	Project Title	Notes
Dunsmuir	2634	Hope Street, Siskiyou, Deer Haven Street Rehab	Please remove Hope from the project scope. The City was able to secure other funds to complete the work.
Weed	2641	Alameda, Church, Kennedy, W Lincoln Rehab	Please remove Wakefield from the project scope. The City was able to secure funds as a result of the Mill Fire to complete the repairs on Wakefield.
Mt Shasta	2638	McCloud Avenue Reconstruction	Agency is seeking grant funds outside of the STIP for construction costs.
Siskiyou County Public Works	2639	Big Springs Road Phase II	Agency is seeking grant funds outside of the STIP for construction costs.

Agency	PPNO	Project Title	From	To	Lat (Y)	Long (X)
Dorris	2611	Pine St.	2nd St.	Hazen St.	41.96720	-121.91700
Dorris	2611	Pine St.	E. Sly St.	North St.	41.97090	-121.91700
Fort Jones	2615	Bridge Street	Scott River Rd.	Newton St. - Carlock St. Split	41.60550	-122.84900
Fort Jones	2616	Bower, Cowan, & Butte Streets	Diggles St.	End	41.60850	-122.84300
Fort Jones	2616	Bower, Cowan, & Butte Streets	Highway 3	End	41.60940	-122.84300
Fort Jones	2616	Bower, Cowan, & Butte Streets	Don St.	End	41.61100	-122.83800
Montague	2625	Prather St.	15th St.	th St.	41.73070	-122.53000
Montague	2625	N. 9th St.	Spiers St.	City Limits	41.73200	-122.52100
Etna	2626	Church St.	Howell Ave.	Highland St.	41.45580	-122.90100
Etna	2626	Main St.	Callahan St.	State Route 3	41.45920	-122.89000
Etna	2626	Oak St.	College St.	Diggles St.	41.45740	-122.89800
Dorris	2633	Oregon St.	1st. St.	3rd St.	41.96560	-121.92100
Dorris	2633	Oregon St.	4th St.	5th St.	41.96190	-121.92100
Dunsmuir	2634	Siskiyou Ave.	N of Forest Ln.	North of Hope Ln.	41.23120	-122.27300
Dunsmuir	2634	Hope Ln.	Siskiyou Ave.	Deerhaven Ln.	41.23120	-122.27200
Dunsmuir	2634	Deerhaven Ln.	Hope Ln.	Forest Ln.	41.23080	-122.27100
Etna	2635	Bryan St.	Woodland St.	College St.	41.45580	-122.90200
Fort Jones	2636	Allison Way	Highway 3	End	41.60990	-122.83900
Montague	2637	King St.	S. 10th St.	S. 7th St.	41.72560	-122.52500
Mt. Shasta	2638	McCloud Ave.	Washington Ave.	Mt. Shasta Blvd.	41.31230	-122.30900
Siskiyou County Public Works	2639	Big Springs Rd.	Lake Shastina Dr.	A12 Intersection	41.57500	-122.38800
Weed	2641	Church St.	W. Lincoln Ave.	End	41.43630	-122.38800
Weed	2641	Alameda Ave.	W. Lincoln Ave.	Highway 97	41.43840	-122.38800
Weed	2641	Kennedy Ave.	W. Lincoln Ave.	Alameda Ave.	41.43780	-122.38900
Weed	2641	W. Lincoln Ave.	Highway 97	Kennedy Ave.	41.43700	-122.38800
Yreka	2642	Knapp St.	N. Oregon St.	Discovery St.	41.73950	-122.64100
Tulelake	2622	Main St.	Railroad	E St.	41.95590	-121.47700
Tulelake	2623	C St.	Modoc Ave.	4th St.	41.95610	-121.47500
Tulelake	2623	C St.	Main St.	2nd St.	41.95610	-121.47700
Tulelake	2623	Ray Oehlerich Way	Dean Callas Way	Railroad RW	41.94920	-121.47000
Tulelake	2640	Ridgeview Subdivision	Main St.	Dean Callas Way	41.94800	-121.47400
Tulelake	2640	5th St.	F St.	G St.	41.95170	-121.47400
Tulelake	2640	2nd St.	C St.	D St.	41.95540	-121.47800
Tulelake	2640	2nd St.	D St.	E St.	41.95420	-121.47800
Tulelake	2640	D St.	Alley	2nd St.	41.95480	-121.47800
Tulelake	2640	Modoc Ave.	C St.	E St.	41.95490	-121.47300
Tulelake	2640	5th St.	Modoc Ave.	D St.	41.95510	-121.47400

F. Appendices

Section 17. Projects Programming Request Forms

SCLTC has included PPRs for each of the projects
requesting programming under Section 17.

Project Programming Request Form

Agency: Siskiyou County Local Transportation Commission

PPNO: 2440

Planning, Programming, and Monitoring (PPM)

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/07/2025 09:38:37
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02		2440	2440	Siskiyou County Local Transportation Commission	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County					
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Melissa Cummins			530-709-5060	melissa@siskiyoucolt.org	

Project Title

Planning, Programming, and Monitoring

Location (Project Limits), Description (Scope of Work)

Planning, Programming, and Monitoring for the region.

Component	Implementing Agency
PA&ED	
PS&E	
Right of Way	
Construction	Siskiyou County Local Transportation Commission

Legislative Districts

Assembly: 1 Senate: 1 Congressional: 1

Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase		
Circulate Draft Environmental Document	Document Type	
Draft Project Report		
End Environmental Phase (PA&ED Milestone)		
Begin Design (PS&E) Phase		
End Design Phase (Ready to List for Advertisement Milestone)		
Begin Right of Way Phase		
End Right of Way Phase (Right of Way Certification Milestone)		
Begin Construction Phase (Contract Award Milestone)		07/01/2026
End Construction Phase (Construction Contract Acceptance Milestone)		
Begin Closeout Phase		07/01/2034
End Closeout Phase (Closeout Report)		08/31/2034

Date 11/07/2025 09:38:37

Purpose and Need

Planning, Programming, and Monitoring activities that includes conducting field surveys and updating PCI data for a portion of road segments during each year of the STIP.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total

Date 11/07/2025 09:38:37

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County			2440	2440

Project Title

Planning, Programming, and Monitoring

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									Siskiyou County Local Transportation
R/W									
CON									Siskiyou County Local Transportation
TOTAL									
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON	300	75	75	75	75	75		675	
TOTAL	300	75	75	75	75	75		675	

Fund #1:	RIP - State Cash (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									Requesting State Only Funds
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON	300	75	75	75	75	75		675	
TOTAL	300	75	75	75	75	75		675	

Project Programming Request Form

Agency: City of Dorris

PPNO: 2611 – Pine Street, 2nd, Hazen & Sly – North Streets

Amendment (Existing Project) ☐ YES ☒ NO					Date	11/07/2025 09:41:33
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other						
District	EA	Project ID	PPNO	Nominating Agency		
02			2611	City of Dorris		
County	Route	PM Back	PM Ahead	Co-Nominating Agency		
Siskiyou County				Siskiyou County Local Transportation Commission		
				MPO	Element	
				NON-MPO	Local Assistance	
Project Manager/Contact			Phone	Email Address		
Jose Hernandez			530-842-6813	jose@teameands.com		

Project Title

Pine Street Reconstruction

Location (Project Limits), Description (Scope of Work)

Project location is Pine Street in the City of Dorris. From 2nd St. to Hazen St. and from E. Sly St. to North St.
Proposed work includes the full reconstruction of roadway structural sections.

Component	Implementing Agency
PA&ED	City of Dorris
PS&E	City of Dorris
Right of Way	City of Dorris
Construction	City of Dorris

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	07/01/2025	07/01/2025
Circulate Draft Environmental Document		
Document Type CE		
Draft Project Report	10/01/2025	10/01/2025
End Environmental Phase (PA&ED Milestone)	10/01/2025	10/01/2025
Begin Design (PS&E) Phase	09/01/2025	09/01/2025
End Design Phase (Ready to List for Advertisement Milestone)	03/02/2026	03/02/2026
Begin Right of Way Phase	10/01/2025	10/01/2025
End Right of Way Phase (Right of Way Certification Milestone)	11/03/2025	11/03/2025
Begin Construction Phase (Contract Award Milestone)	09/01/2026	09/01/2029
End Construction Phase (Construction Contract Acceptance Milestone)	08/01/2027	10/30/2029
Begin Closeout Phase	09/01/2027	11/01/2029
End Closeout Phase (Closeout Report)	12/01/2027	12/31/2029

Date 11/07/2025 09:41:33

Purpose and Need

Reconstructing the damaged sections of the road and placing a new HMA overlay on the entire road will extend the life of the road by at least 10 years.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs			
Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	0.6

Date 11/07/2025 09:41:33

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	46	54
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2611

Project Title

Pine Street Reconstruction

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Dorris
PS&E	32							32	City of Dorris
R/W SUP (CT)									City of Dorris
CON SUP (CT)									City of Dorris
R/W									City of Dorris
CON		382						382	City of Dorris
TOTAL	32	382						414	

Proposed Total Project Cost (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	32							32	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		382						382	
TOTAL	32	382						414	

Fund #1:	RIP - National Hwy System (Committed)								Program Code
	Existing Funding (\$1,000s)								20.30.600.620
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E	32							32	The agency is requesting State Only Funds for this project.\$32 PSE voted 10/16/25
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		382						382	
TOTAL	32	382						414	

Proposed Funding (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	32							32	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		382						382	
TOTAL	32	382						414	

Complete this page for amendments only					Date 11/07/2025 09:41:33
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2611

SECTION 1 - All Projects

Project Background

This project has been programmed in the 2022 STIP Cycle and has been adjusted to account for higher bid prices in the very rural areas.

Programming Change Requested

No additional changes are being requested from the 2024 STIP.

Reason for Proposed Change

No changes requested.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

No changes requested.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: Town of Fort Jones

PPNO: 2615 – Bridge Street Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO					Date	11/06/2025 13:29:19
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other						
District	EA	Project ID	PPNO	Nominating Agency		
02		0223000003	2615	Town of Fort Jones		
County	Route	PM Back	PM Ahead	Co-Nominating Agency		
Siskiyou County				Siskiyou County Local Transportation Commission		
				MPO	Element	
				NON-MPO	Local Assistance	
Project Manager/Contact			Phone	Email Address		
Jose Hernandez			530-842-6813	jose@teameands.com		

Project Title

Bridge Street Rehabilitation

Location (Project Limits), Description (Scope of Work)

Full length of Bridge Street in Fort Jones. HMA Overlay.

Component	Implementing Agency
PA&ED	Town of Fort Jones
PS&E	Town of Fort Jones
Right of Way	Town of Fort Jones
Construction	Town of Fort Jones

Legislative Districts

Assembly: 1 Senate: 1 Congressional: 1

Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	06/02/2025	06/02/2025
Circulate Draft Environmental Document Document Type CE	06/09/2025	06/09/2025
Draft Project Report	07/01/2025	07/01/2025
End Environmental Phase (PA&ED Milestone)	07/31/2025	07/31/2025
Begin Design (PS&E) Phase	09/01/2025	09/01/2025
End Design Phase (Ready to List for Advertisement Milestone)	03/02/2026	03/02/2026
Begin Right of Way Phase	10/06/2025	10/06/2025
End Right of Way Phase (Right of Way Certification Milestone)	11/03/2025	11/03/2025
Begin Construction Phase (Contract Award Milestone)	09/01/2026	09/01/2026
End Construction Phase (Construction Contract Acceptance Milestone)	10/01/2027	10/01/2027
Begin Closeout Phase	10/01/2027	10/01/2027
End Closeout Phase (Closeout Report)	12/31/2027	12/31/2027

Date 11/06/2025 13:29:19

Purpose and Need

HMA overlay for the full length of Bridge Street in the Town of Fort Jones.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs			
Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	1

Date 11/06/2025 13:29:19

Additional Information

Program Code 20.30.600.621

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	65	35
			Rating	Good	Fair	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County			0223000003	2615

Project Title

Bridge Street Rehabilitation

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									Town of Fort Jones
PS&E	23							23	Town of Fort Jones
R/W SUP (CT)									Town of Fort Jones
CON SUP (CT)									Town of Fort Jones
R/W									Town of Fort Jones
CON		211						211	Town of Fort Jones
TOTAL	23	211						234	

Proposed Total Project Cost (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	23							23	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		230						230	
TOTAL	23	230						253	

Fund #1:	RIP - National Hwy System (Committed)								Program Code
	Existing Funding (\$1,000s)								20.30.600.620
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E	23							23	The agency is requesting State Only Funds for this project.\$23 PSE voted 08/14/25
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		211						211	
TOTAL	23	211						234	

Proposed Funding (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	23							23	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		230						230	
TOTAL	23	230						253	

Complete this page for amendments only					Date 11/06/2025 13:29:19
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County			0223000003	2615

SECTION 1 - All Projects

Project Background

This project was included in the 2024 RTIP.

Programming Change Requested

Reason for Proposed Change

Pursuant to 2026 STIP guidelines the agency is requesting an adjustment to the programmed amounts for CON.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Increase CON from \$ 211 to \$ 230 in FY 2026/2027.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Montague

PPNO: 2625 – Prather & N 9th Street Reconstruction

Amendment (Existing Project) ☐ YES ☒ NO					Date	11/06/2025 13:58:00
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other						
District	EA	Project ID	PPNO	Nominating Agency		
02			2625	City of Montague		
County	Route	PM Back	PM Ahead	Co-Nominating Agency		
Siskiyou County				Siskiyou County Local Transportation Commission		
				MPO	Element	
				NON-MPO	Local Assistance	
Project Manager/Contact			Phone	Email Address		
Jose Hernandez			530-842-6813	jose@teameands.com		

Project Title
Prather St and North 9th St Reconstruction

Location (Project Limits), Description (Scope of Work)
Description of Project Limits: North 9th Street from Spiers Street to City Limits and Prather Street from 15th to 12th Street.
Description of Project Scope: Full Reconstruction of Roadway Structural Section.

Component	Implementing Agency
PA&ED	City of Montague
PS&E	City of Montague
Right of Way	City of Montague
Construction	City of Montague

Legislative Districts			
Assembly:	1	Senate:	1
		Congressional:	1
Project Milestone		Existing	Proposed
Project Study Report Approved			
Begin Environmental (PA&ED) Phase		07/01/2025	07/01/2025
Circulate Draft Environmental Document	Document Type CE		
Draft Project Report		09/01/2025	09/01/2025
End Environmental Phase (PA&ED Milestone)		10/01/2025	10/01/2025
Begin Design (PS&E) Phase		11/03/2025	11/03/2025
End Design Phase (Ready to List for Advertisement Milestone)		04/01/2026	04/01/2026
Begin Right of Way Phase		01/01/2026	01/01/2026
End Right of Way Phase (Right of Way Certification Milestone)		02/27/2026	02/27/2026
Begin Construction Phase (Contract Award Milestone)		09/01/2026	09/01/2026
End Construction Phase (Construction Contract Acceptance Milestone)		09/30/2027	09/30/2027
Begin Closeout Phase		10/01/2027	10/01/2027
End Closeout Phase (Closeout Report)		12/31/2027	12/31/2027

Date 11/06/2025 13:58:00

Purpose and Need

Description of Project Scope: Full Reconstruction of Roadway Structural Section.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs			
Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - reconstructed	Miles	0.92

Date 11/06/2025 13:58:00

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	14	86
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2625

Project Title

Prather St and North 9th St Reconstruction

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Montague
PS&E	90							90	City of Montague
R/W SUP (CT)									City of Montague
CON SUP (CT)									City of Montague
R/W									City of Montague
CON		883						883	City of Montague
TOTAL	90	883						973	

Proposed Total Project Cost (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	90							90	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		883						883	
TOTAL	90	883						973	

Fund #1:	RIP - National Hwy System (Committed)								Program Code
	Existing Funding (\$1,000s)								20.30.600.620
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E	90							90	The agency is requesting State Only Funds for this project.\$90 PSE voted 10/16/25
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		883						883	
TOTAL	90	883						973	

Proposed Funding (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	90							90	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		883						883	
TOTAL	90	883						973	

Complete this page for amendments only					Date 11/06/2025 13:58:00
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2625

SECTION 1 - All Projects

Project Background

Full Reconstruction of Roadway Structural Section.

Programming Change Requested

Reason for Proposed Change

No changes proposed in the 2026 RTIP.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

No changes proposed in the 2026 RTIP.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Etna

PPNO: 2626 – Church, Oak, and Main Streets Reconstruction

Amendment (Existing Project) ☐ YES ☒ NO					Date	11/06/2025 12:30:30
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other						
District	EA	Project ID	PPNO	Nominating Agency		
02		0223000056	2626	City of Etna		
County	Route	PM Back	PM Ahead	Co-Nominating Agency		
Siskiyou County				Siskiyou County Local Transportation Commission		
				MPO	Element	
				NON-MPO	Local Assistance	
Project Manager/Contact			Phone	Email Address		
Jose Hernandez			530-842-6813	jose@teameands.com		

Project Title

Church, Main and Oak St Project

Location (Project Limits), Description (Scope of Work)

Description of Project Limits: Church St: Howell Avenue to Highland St. Oak Street: College Street to Diggles Street. Main Street: Callahan Street to State Route 3.
Description of Project Scope: Full Reconstruction of roadway structural section on Church and Oak Streets. Asphalt overlay over paving fabric on Main Street.

Component	Implementing Agency
PA&ED	City of Etna
PS&E	City of Etna
Right of Way	City of Etna
Construction	City of Etna

Legislative Districts

Assembly: 1 Senate: 1 Congressional: 1

Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	07/01/2025	07/01/2025
Circulate Draft Environmental Document Document Type CE	07/15/2025	07/31/2025
Draft Project Report	08/01/2025	08/31/2025
End Environmental Phase (PA&ED Milestone)	09/01/2025	09/01/2025
Begin Design (PS&E) Phase	10/01/2025	10/01/2025
End Design Phase (Ready to List for Advertisement Milestone)	03/01/2026	03/01/2026
Begin Right of Way Phase	01/01/2026	01/01/2026
End Right of Way Phase (Right of Way Certification Milestone)	02/27/2026	02/27/2026
Begin Construction Phase (Contract Award Milestone)	09/01/2026	09/01/2026
End Construction Phase (Construction Contract Acceptance Milestone)	10/04/2027	10/31/2027
Begin Closeout Phase	11/01/2027	11/01/2027
End Closeout Phase (Closeout Report)	12/31/2027	12/31/2027

Date 11/06/2025 12:30:30

Purpose and Need

Full reconstruction of roadway structural sections on Church and Oak Streets. The project will include an asphalt overlay over paving fabric on Main Street.

NHS Improvements ☐ YES ☒ NO	Roadway Class NA	Reversible Lane Analysis ☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals ☐ YES ☒ NO	Reduce Greenhouse Gas Emissions ☐ YES ☒ NO	

Project Outputs			
Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - reconstructed	Miles	1.4

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	31	69
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County			0223000056	2626

Project Title

Church, Main and Oak St Project

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Etna
PS&E	65							65	City of Etna
R/W SUP (CT)									City of Etna
CON SUP (CT)									City of Etna
R/W									City of Etna
CON		667						667	City of Etna
TOTAL	65	667						732	
Proposed Total Project Cost (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									
PS&E	65							65	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		700						700	
TOTAL	65	700						765	

Fund #1:	RIP - National Hwy System (Committed)								Program Code
	Existing Funding (\$1,000s)								20.30.600.620
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E	65							65	The agency is requesting State Only Funds for this project.\$65 PSE voted 08/14/25
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		667						667	
TOTAL	65	667						732	
Proposed Funding (\$1,000s)									Notes
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Agency is requesting State Only Funds.
E&P (PA&ED)									
PS&E	65							65	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		700						700	
TOTAL	65	700						765	

Complete this page for amendments only

Date 11/06/2025 12:30:30

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County			0223000056	2626

SECTION 1 - All Projects

Project Background

No change in project scope for the 2026 RTIP.

Programming Change Requested

Reason for Proposed Change

N/A

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Increase CON funding from \$ 667 to \$ 700 pursuant to inflation adjustments outlined in 2026 STIP Guidelines.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Dorris

PPNO: 2633 – Oregon Street Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 11:38:45
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2633	City of Dorris	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Jose Hernandez			530-842-6813	jose@teameands.com	

Project Title

Oregon Street Rehabilitation Project

Location (Project Limits), Description (Scope of Work)

The Project is within the City of Dorris in Siskiyou County, Ca on Oregon Street. The limits of the project are from 1st Street to 3rd Street and from 4th Street to 5th Street. The project includes replacement of the asphalt layer and base layer of the roadway section which are past their service life. The total length of the project is 0.58 lane miles.

Component	Implementing Agency
PA&ED	City of Dorris
PS&E	City of Dorris
Right of Way	City of Dorris
Construction	City of Dorris

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	05/01/2028	05/01/2028
Circulate Draft Environmental Document Document Type CE	05/15/2028	05/15/2028
Draft Project Report	06/01/2028	06/01/2028
End Environmental Phase (PA&ED Milestone)	07/01/2028	07/01/2028
Begin Design (PS&E) Phase	10/02/2028	09/01/2028
End Design Phase (Ready to List for Advertisement Milestone)	02/02/2029	03/01/2029
Begin Right of Way Phase	12/04/2028	12/04/2028
End Right of Way Phase (Right of Way Certification Milestone)	01/31/2029	01/31/2029
Begin Construction Phase (Contract Award Milestone)	09/03/2029	09/01/2030
End Construction Phase (Construction Contract Acceptance Milestone)	08/30/2030	09/30/2031
Begin Closeout Phase	09/02/2030	10/01/2031
End Closeout Phase (Closeout Report)	11/01/2030	12/31/2031

Date 11/06/2025 11:38:45

Purpose and Need

The asphalt layer and base layer of this road are failing due to old age. Completion of the project will allow smooth passage through the road and help the City of Dorris improve its overall Pavement Condition Index, which currently is at 54. The PCI data was last updated November 2019.

The City is expecting updated PCI data before the end of FY 2025/2026 due to a recent field survey conducted by the Siskiyou County Local Transportation Commission.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - reconstructed	Miles	0.58

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	62	38
			Rating	Good	Fair	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2633

Project Title
Oregon Street Rehabilitation Project

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Dorris
PS&E				39				39	City of Dorris
R/W SUP (CT)									City of Dorris
CON SUP (CT)									City of Dorris
R/W									City of Dorris
CON									City of Dorris
TOTAL				39				39	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E				39				39	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						500		500	
TOTAL				39		500		539	

Fund #1:	RIP - State Cash (Committed)								Program Code
Existing Funding (\$1,000s)									20.30.010.817
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation The agency is requesting State Only Funds for this project.
PS&E				39				39	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL				39				39	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									Agency is requesting State Only Funds
PS&E				39				39	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						500		500	
TOTAL				39		500		539	

Complete this page for amendments only				Date 11/06/2025 11:38:45	
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2633

SECTION 1 - All Projects

Project Background

N/A

Programming Change Requested

Reason for Proposed Change

N/A

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

N/A

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Dunsmuir

PPNO: 2634 – Siskiyou and Deer Haven Street Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/07/2025 14:17:15
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2634	City of Dunsmuir	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Dennis DellaBona			530-925-5157	ddellabona@ci.dunsmuir.ca.us	

Project Title

Siskiyou and Deer Haven Street Rehabilitation

Location (Project Limits), Description (Scope of Work)

In Dunsmuir - Siskiyou Ave and Deerhaven Streets.

Proposed work includes pavement overlay and chip seal.

Component	Implementing Agency
PA&ED	City of Dunsmuir
PS&E	City of Dunsmuir
Right of Way	City of Dunsmuir
Construction	City of Dunsmuir

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	09/01/2026	06/01/2026
Circulate Draft Environmental Document		
Draft Project Report	01/01/2027	06/01/2026
End Environmental Phase (PA&ED Milestone)	03/01/2027	07/31/2026
Begin Design (PS&E) Phase	09/01/2026	09/01/2026
End Design Phase (Ready to List for Advertisement Milestone)	01/01/2027	03/05/2027
Begin Right of Way Phase	09/01/2026	03/08/2027
End Right of Way Phase (Right of Way Certification Milestone)	09/01/2026	04/30/2027
Begin Construction Phase (Contract Award Milestone)	09/01/2027	09/01/2027
End Construction Phase (Construction Contract Acceptance Milestone)	09/01/2028	09/01/2028
Begin Closeout Phase	12/01/2028	11/01/2028
End Closeout Phase (Closeout Report)	04/01/2029	12/31/2028

Date 11/07/2025 14:17:15

Purpose and Need

Improve safety of roadway for general public.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs			
Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	1

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Safety	Optional	Number of Property Damage Only and Non-Serious Injury Collisions	Number	2	1	1
System Preservation Pavement	Optional	Pavement Condition Index	Index	95	27	68
			Rating	Poor	Good	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2634

Project Title
Siskiyou and Deer Haven Street Rehabilitation

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Dunsmuir
PS&E		25						25	City of Dunsmuir
R/W SUP (CT)									City of Dunsmuir
CON SUP (CT)									City of Dunsmuir
R/W									City of Dunsmuir
CON			275					275	City of Dunsmuir
TOTAL		25	275					300	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E		25						25	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			275					275	
TOTAL		25	275					300	

Fund #1:	RIP - State Cash (Committed)								Program Code
	Existing Funding (\$1,000s)								20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation Agency requesting State Only Funds
PS&E		25						25	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			275					275	
TOTAL		25	275					300	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E		25						25	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			275					275	
TOTAL		25	275					300	

Complete this page for amendments only					Date 11/07/2025 14:17:15
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2634

SECTION 1 - All Projects

Project Background

Remove Hope Lane from scope of project. The City was able to secure other funds to complete the work on that street.

Programming Change Requested

Reason for Proposed Change

Other funding secured by the City to complete work on Hope Lane.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Remove Hope Lane from scope of project.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Etna

PPNO: 2635 – Bryan Street Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 12:37:20
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2635	City of Etna	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Jose Hernandez			530-842-6813	jose@teameands.com	

Project Title

Bryan Street Rehabilitation Project

Location (Project Limits), Description (Scope of Work)

The Project is within the City of Etna in Siskiyou County, Ca on Bryan Street. The project limits are from Woodland Street to College Street.

The project includes replacing the asphalt and base layers as they are failing. The total length of the project is .35 lane miles.

Component	Implementing Agency
PA&ED	City of Etna
PS&E	City of Etna
Right of Way	City of Etna
Construction	City of Etna

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	06/05/2028	06/05/2028
Circulate Draft Environmental Document Document Type CE	07/03/2028	07/03/2028
Draft Project Report	07/14/2028	07/14/2028
End Environmental Phase (PA&ED Milestone)	07/31/2028	07/31/2028
Begin Design (PS&E) Phase	10/04/2028	09/01/2028
End Design Phase (Ready to List for Advertisement Milestone)	03/01/2029	03/01/2029
Begin Right of Way Phase	11/01/2028	04/01/2029
End Right of Way Phase (Right of Way Certification Milestone)	11/30/2028	06/30/2029
Begin Construction Phase (Contract Award Milestone)	09/03/2029	09/01/2029
End Construction Phase (Construction Contract Acceptance Milestone)	08/30/2030	09/30/2030
Begin Closeout Phase	09/02/2030	10/01/2030
End Closeout Phase (Closeout Report)	12/31/2030	12/31/2030

Date 11/06/2025 12:37:20

Purpose and Need

Rehabilitation of this street will aid in improving the City's overall pavement condition index (PCI), which on average is between 55 and 60.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs			
Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	0.35

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	55	45
			Rating	Good	Fair	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2635

Project Title
Bryan Street Rehabilitation Project

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Etna
PS&E				29				29	City of Etna
R/W SUP (CT)									City of Etna
CON SUP (CT)									City of Etna
R/W									City of Etna
CON									City of Etna
TOTAL				29				29	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E				29				29	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					370			370	
TOTAL				29	370			399	

Fund #1:	RIP - State Cash (Committed)								Program Code
	Existing Funding (\$1,000s)								20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County
PS&E				29				29	The agency is requesting State Only Funds for this project.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL				29				29	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									Agency is requesting State Only Funds.
PS&E				29				29	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					370			370	
TOTAL				29	370			399	

Complete this page for amendments only					Date 11/06/2025 12:37:20
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2635

SECTION 1 - All Projects

Project Background

The Project is within the City of Etna in Siskiyou County, Ca on Bryan Street. The project limits are from Woodland Street to College Street. The project includes replacing the asphalt and base layers as they are failing. The total length of the project is .35 lane miles.

Programming Change Requested

Reason for Proposed Change

Addition of CON phase to programming in 2026 RTIP.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Addition of CON phase of project in 2026 RTIP.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: Town of Fort Jones

PPNO: 2636 – Allison Street Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 13:32:17
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2636	Town of Fort Jones	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Jose Hernandez			530-842-6813	jose@teameands.com	

Project Title

Allison Way Rehabilitation Project

Location (Project Limits), Description (Scope of Work)

The Project is within the Town of Fort Jones in Siskiyou County, Ca on Allison Way. The project limits are from Highway 3 to end. The project includes the replacement of the asphalt layer and base layer of the roadway section. The total length of the project is 0.12 lane miles.

Component	Implementing Agency
PA&ED	Town of Fort Jones
PS&E	Town of Fort Jones
Right of Way	Town of Fort Jones
Construction	Town of Fort Jones

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	09/01/2026	09/01/2026
Circulate Draft Environmental Document Document Type CE	09/13/2026	09/13/2026
Draft Project Report	10/01/2026	10/01/2026
End Environmental Phase (PA&ED Milestone)	11/01/2026	11/01/2026
Begin Design (PS&E) Phase	09/01/2026	09/01/2026
End Design Phase (Ready to List for Advertisement Milestone)	03/01/2027	03/01/2027
Begin Right of Way Phase	10/05/2026	10/05/2026
End Right of Way Phase (Right of Way Certification Milestone)	11/02/2026	11/02/2026
Begin Construction Phase (Contract Award Milestone)	07/01/2027	07/01/2027
End Construction Phase (Construction Contract Acceptance Milestone)	08/31/2028	08/31/2028
Begin Closeout Phase	09/03/2028	09/03/2028
End Closeout Phase (Closeout Report)	12/29/2028	12/29/2028

Date 11/06/2025 13:32:17

Purpose and Need

The project includes the replacement of the asphalt layer and base layer of the roadway section. The total length of the project is 0.12 lane miles.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	0.12

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	65	35
			Rating	Good	Fair	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2636

Project Title
Allison Way Rehabilitation Project

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									Town of Fort Jones
PS&E		15						15	Town of Fort Jones
R/W SUP (CT)									Town of Fort Jones
CON SUP (CT)									Town of Fort Jones
R/W									Town of Fort Jones
CON			121					121	Town of Fort Jones
TOTAL		15	121					136	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E		15						15	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			121					121	
TOTAL		15	121					136	

Fund #1:	RIP - State Cash (Committed)								Program Code
Existing Funding (\$1,000s)									20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation The agency is requesting State Only Funds for this project.
PS&E		15						15	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			121					121	
TOTAL		15	121					136	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E		15						15	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			121					121	
TOTAL		15	121					136	

Complete this page for amendments only					Date 11/06/2025 13:32:17
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2636

SECTION 1 - All Projects

Project Background

No changes to 2024 STIP project request.

Programming Change Requested

Reason for Proposed Change

No changes to 2024 STIP project request.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

No changes to 2024 STIP project request.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Montague

PPNO: 2637 – King Street Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 14:03:07
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2637	City of Montague	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Jose Hernandez			530-842-6813	jose@teameands.com	

Project Title

King Street Rehabilitation Project

Location (Project Limits), Description (Scope of Work)

The project is within the City of Montague in Siskiyou County, CA on King Street. The project limits are from South 10th Street to South 7th Street. The project includes replacement of the failed asphalt layer and base layer of the roadway section. The total length of the project is .50 lane miles.

Component	Implementing Agency
PA&ED	City of Montague
PS&E	City of Montague
Right of Way	City of Montague
Construction	City of Montague

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase		06/01/2028
Circulate Draft Environmental Document	Document Type CE	08/02/2028
Draft Project Report	08/15/2028	08/15/2028
End Environmental Phase (PA&ED Milestone)	08/31/2028	08/31/2028
Begin Design (PS&E) Phase	10/01/2028	09/01/2028
End Design Phase (Ready to List for Advertisement Milestone)	02/01/2029	02/01/2029
Begin Right of Way Phase	12/01/2028	12/01/2028
End Right of Way Phase (Right of Way Certification Milestone)	12/30/2028	12/30/2028
Begin Construction Phase (Contract Award Milestone)	09/03/2029	08/15/2030
End Construction Phase (Construction Contract Acceptance Milestone)	08/30/2030	09/01/2031
Begin Closeout Phase	09/02/2030	10/01/2031
End Closeout Phase (Closeout Report)	12/31/2030	12/31/2031

Date 11/06/2025 14:03:07

Purpose and Need

Many of the streets within the City have a very low Pavement Condition Index (PCI) number, on average around 50, rehabilitation of this street will help improve the overall PCI.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	0.5

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	50	50
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2637

Project Title
King Street Rehabilitation Project

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Montague
PS&E				36				36	City of Montague
R/W SUP (CT)									City of Montague
CON SUP (CT)									City of Montague
R/W									City of Montague
CON									City of Montague
TOTAL				36				36	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E				36				36	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						420		420	
TOTAL				36		420		456	

Fund #1:	RIP - State Cash (Committed)								Program Code
	Existing Funding (\$1,000s)								20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E				36				36	The agency is requesting State Only Funds for this project.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL				36				36	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									Agency is requesting State Only Funds for all phases.
PS&E				36				36	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						420		420	
TOTAL				36		420		456	

Complete this page for amendments only					Date 11/06/2025 14:03:07
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2637

SECTION 1 - All Projects

Project Background

PS&E phase programmed in the 2024 STIP.

Programming Change Requested

Reason for Proposed Change

Addition of CON phase in the 2026 RTIP.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Addition of CON phase in the 2026 RTIP.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Mt Shasta

PPNO: 2638 – McCloud Avenue Reconstruction

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 14:33:33
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2638	City of Mt Shasta	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Ken Kellogg			530-926-7526	kkellogg@mtshastaca.gov	

Project Title

McCloud Avenue Reconstruction

Location (Project Limits), Description (Scope of Work)

Widening a 1300 LF section of McCloud Avenue from 30 curb to curb to 40 curb to curb. Includes relocation of power lines, fire hydrants, curb, gutter and sidewalks. It entails removal and replacement of existing road surfacing and upgrading storm drainage. It will allow for safer street parking and bike lanes.

This section of McCloud Avenue is located in the city of Mt. Shasta between Washington Avenue the east and Mt. Shasta Boulevard to the west.

This section of McCloud Avenue is heavily traveled. It is densely populated and provides access to a large portion of the east side of the City of Mt. Shasta as well as a significant county population in the subdivisions east of town. It is a choke point, constricting travel during high use periods and in the potential situation of needing to evacuate due to wildfire, or other natural disasters. It is designated as a bike route in the Mt. Shasta Mobility Plan. The surfacing is in poor condition.

Component	Implementing Agency
PA&ED	City of Mt Shasta
PS&E	City of Mt Shasta
Right of Way	City of Mt Shasta
Construction	City of Mt Shasta

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	06/03/2024	08/15/2028
Circulate Draft Environmental Document	01/01/2026	01/15/2029
Draft Project Report	03/10/2025	11/30/2028
End Environmental Phase (PA&ED Milestone)	01/09/2026	02/28/2029
Begin Design (PS&E) Phase	05/04/2026	08/15/2029
End Design Phase (Ready to List for Advertisement Milestone)	03/08/2027	03/30/2030
Begin Right of Way Phase	09/04/2028	10/01/2029
End Right of Way Phase (Right of Way Certification Milestone)	09/04/2028	11/15/2029
Begin Construction Phase (Contract Award Milestone)	09/11/2028	08/15/2030
End Construction Phase (Construction Contract Acceptance Milestone)	11/16/2029	06/01/2033
Begin Closeout Phase	11/16/2029	07/01/2033
End Closeout Phase (Closeout Report)	11/16/2029	09/30/2033

Date 11/06/2025 14:33:33

Purpose and Need

This section of McCloud Avenue is heavily traveled. It is densely populated and provides access to a large portion of the east side of the City of Mt. Shasta as well as a significant county population in the subdivisions east of town. It is a choke point, constricting travel during high use periods and in the potential situation of needing to evacuate due to wildfire, or other natural disasters. It is designated as a bike route in the Mt. Shasta Mobility Plan. The surfacing is in poor condition.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - reconstructed	Miles	0.25

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	35	65
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2638

Project Title
McCloud Avenue Reconstruction

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)				74				74	City of Mt Shasta
PS&E					385			385	City of Mt Shasta
R/W SUP (CT)									City of Mt Shasta
CON SUP (CT)									City of Mt Shasta
R/W									City of Mt Shasta
CON						4,600		4,600	City of Mt Shasta
TOTAL				74	385	4,600		5,059	

Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)				74				74	
PS&E					385			385	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						4,600		4,600	
TOTAL				74	385	4,600		5,059	

Fund #1:	RIP - National Hwy System (Committed)								Program Code
Existing Funding (\$1,000s)									20.30.010.817
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)				74				74	Siskiyou County Local Transportation
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL				74				74	

Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)				74				74	
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL				74				74	

Fund #2:	Other Fed - RAISE Grant (Committed)								Program Code
Existing Funding (\$1,000s)									20.30.010.300
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									City of Mt Shasta City will apply for grant for design and construction. \$385 for PS&E. \$4,600,000 for construction
PS&E					385			385	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						4,600		4,600	
TOTAL					385	4,600		4,985	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E					385			385	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON						4,600		4,600	
TOTAL					385	4,600		4,985	

Complete this page for amendments only					Date 11/06/2025 14:33:33
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2638

SECTION 1 - All Projects

Project Background

Programming Change Requested

Reason for Proposed Change

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: County of Siskiyou – Department of Public Works

PPNO: 2639 – Big Springs Road Phase II Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO					Date	11/06/2025 13:52:35	
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other							
District	EA	Project ID	PPNO	Nominating Agency			
02			2639	Siskiyou County			
County	Route	PM Back	PM Ahead	Co-Nominating Agency			
Siskiyou County				Caltrans HQ,Siskiyou County Local Transportation Commiss			
				MPO	Element		
				NON-MPO	Local Assistance		
Project Manager/Contact			Phone	Email Address			
Thomas Deany			530-842-8250	tdeany@co.siskiyou.ca.us			

Project Title

Big Springs Road, Phase 2 (Lake Shastina Dr. to 99-97 Cutoff/A-12)

Location (Project Limits), Description (Scope of Work)

The project is located in Siskiyou County, near the City of Weed. The proposed project will begin on Big Springs Road (4M01)near the Lake Shastina Drive intersection and move northerly on Big Springs Road for approximately 7.37 miles to the 99-97 Cutoff/A-12 intersection. Work will consist of the following items: pulverizing the existing asphalt and 3" of road base rock, grading to redistribute material and restore road drainage, placing 3" of hot mix asphalt at a width of 32', placing shoulder backing on existing fill and replacing traffic marking and striping.

Component	Implementing Agency
PA&ED	Siskiyou County
PS&E	Siskiyou County
Right of Way	Siskiyou County
Construction	Siskiyou County

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	10/01/2025	10/01/2025
Circulate Draft Environmental Document	09/30/2026	09/30/2026
Document Type CE/CE		
Draft Project Report	03/29/2027	03/29/2027
End Environmental Phase (PA&ED Milestone)	09/30/2027	09/30/2027
Begin Design (PS&E) Phase	10/01/2027	09/01/2027
End Design Phase (Ready to List for Advertisement Milestone)	02/01/2028	02/01/2028
Begin Right of Way Phase	03/30/2028	03/30/2028
End Right of Way Phase (Right of Way Certification Milestone)	05/01/2028	05/01/2028
Begin Construction Phase (Contract Award Milestone)	06/01/2028	07/01/2029
End Construction Phase (Construction Contract Acceptance Milestone)	12/30/2028	10/01/2030
Begin Closeout Phase	01/05/2029	11/01/2030
End Closeout Phase (Closeout Report)	03/30/2029	12/31/2030

Date 11/06/2025 13:52:35

Purpose and Need

This project is necessary to provide sufficient mobility to the traveling public. The pavement is failing and needs rehabilitation.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	7.37

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	42	58
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2639

Project Title
Big Springs Road, Phase 2 (Lake Shastina Dr. to 99-97 Cutoff/A-12)

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)	25							25	Siskiyou County
PS&E			75					75	Siskiyou County
R/W SUP (CT)									Siskiyou County
CON SUP (CT)									Siskiyou County
R/W									Siskiyou County
CON									Siskiyou County
TOTAL	25		75					100	

Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)	25							25	
PS&E			100					100	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL	25		100					125	

Fund #1:	RIP - State Cash (Committed)								Program Code
Existing Funding (\$1,000s)									20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)	25							25	Siskiyou County
PS&E			75					75	Agency will be seeking grant funding for the CON costs.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL	25		75					100	

Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)	25							25	
PS&E			100					100	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL	25		100					125	

Complete this page for amendments only					Date 11/06/2025 13:52:35
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2639

SECTION 1 - All Projects

Project Background

The proposed project will begin on Big Springs Road (4M01)near the Lake Shastina Drive intersection and move northerly on Big Springs Road for approximately 7.37 miles to the 99-97 Cutoff/A-12 intersection. Work will consist of the following items: pulverizing the existing asphalt and 3" of road base rock, grading to redistribute material and restore road drainage, placing 3" of hot mix asphalt at a width of 32', placing shoulder backing on existing fill and replacing traffic marking and striping.

Programming Change Requested

Reason for Proposed Change

Pursuant to 2026 STIP guidelines the agency is requesting an adjustment to the programmed amounts.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Pursuant to 2026 STIP guidelines the agency is requesting an adjustment to the programmed amounts.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Tulelake

PPNO: 2640 – Modoc, Second, D, Fifth, and Ridgeview Subdivision Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/05/2025 16:12:03
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2640	City of Tulelake	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Jose Perez			530-667-5522	tulelakepublicworks@cot.net	

Project Title

Modoc, Second, D, Fifth, and Ridgeview Subdivision

Location (Project Limits), Description (Scope of Work)

Modoc Ave (C St to E St), Second St (C St to D St), Second St (D St to E St), D St (Alley west to Second St), Fifth St (Modoc Ave to D St), Fifth St (F St to G St), Ridgeview Subdivision (Ridgeview St, Honker Ct, Mallard Ct, Pintail Ct, Teal Ct)

Component	Implementing Agency
PA&ED	City of Tulelake
PS&E	City of Tulelake
Right of Way	City of Tulelake
Construction	City of Tulelake

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	09/01/2027	09/01/2027
Circulate Draft Environmental Document Document Type CE/CE	04/01/2027	04/01/2027
Draft Project Report	04/01/2028	04/01/2028
End Environmental Phase (PA&ED Milestone)	06/01/2028	06/01/2028
Begin Design (PS&E) Phase	09/01/2028	09/01/2028
End Design Phase (Ready to List for Advertisement Milestone)	04/01/2029	04/01/2029
Begin Right of Way Phase		
End Right of Way Phase (Right of Way Certification Milestone)		
Begin Construction Phase (Contract Award Milestone)	04/01/2030	04/01/2030
End Construction Phase (Construction Contract Acceptance Milestone)	10/30/2030	10/30/2030
Begin Closeout Phase	10/30/2030	10/30/2030
End Closeout Phase (Closeout Report)	10/30/2031	10/30/2031

Date 11/05/2025 16:12:03

Purpose and Need

Failing roadway of existing travel lanes, park strips, curb/gutter, sidewalks and require road maintenance and reconstruction.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☒ YES ☐ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - reconstructed	Miles	1.9

Date 11/05/2025 16:12:03

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	48	52
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2640

Project Title
Modoc, Second, D, Fifth, and Ridgeview Subdivision

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)			8					8	City of Tulelake
PS&E				30				30	City of Tulelake
R/W SUP (CT)									City of Tulelake
CON SUP (CT)									City of Tulelake
R/W									City of Tulelake
CON									City of Tulelake
TOTAL			8	30				38	

Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)			20					20	
PS&E				50				50	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL			20	50				70	

Fund #1:	RIP - State Cash (Committed)								Program Code
Existing Funding (\$1,000s)									20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)			8					8	Siskiyou County Local Transportation The agency is requesting State only funds.
PS&E				30				30	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL			8	30				38	

Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)			20					20	
PS&E				50				50	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL			20	50				70	

Complete this page for amendments only					Date 11/05/2025 16:12:03
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2640

SECTION 1 - All Projects

Project Background

The project was programmed in the 2024 STIP.

Programming Change Requested

Adjust E&P and PS&E amounts.

Reason for Proposed Change

Pursuant to 2026 STIP guidelines the agency is requesting an adjustment to the programmed amounts.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

N/A

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

N/A

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Weed

PPNO: 2641 – Alameda, Church, Kennedy, and W Lincoln Rehabilitation

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 14:44:25
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2641	City of Weed	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Jose Hernandez			530-842-6813	jose@teameands.com	

Project Title

Alameda, Church, Kennedy, and W. Lincoln Rehabilitation Project

Location (Project Limits), Description (Scope of Work)

The project is within the City of Weed in Siskiyou County, CA on Alameda, Church, Kennedy, and W Lincoln Avenues.
The project limits on Alameda Avenue are from W. Lincoln to Highway 97.
The project limits on Church Avenue are from W. Lincoln to End.
The project limits on Kennedy Avenue are from Lincoln to Alameda.
The project Limits on W Lincoln Avenue are from Highway 97 to Kennedy.
The project includes an overlay with paving grid. The total length of the project is 1.26 lane miles.

Component	Implementing Agency
PA&ED	City of Weed
PS&E	City of Weed
Right of Way	City of Weed
Construction	City of Weed

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	06/01/2028	06/01/2028
Circulate Draft Environmental Document Document Type CE	06/15/2028	06/15/2028
Draft Project Report	07/01/2028	07/01/2028
End Environmental Phase (PA&ED Milestone)	08/01/2028	08/01/2028
Begin Design (PS&E) Phase	09/01/2028	09/01/2028
End Design Phase (Ready to List for Advertisement Milestone)	03/31/2029	03/31/2029
Begin Right of Way Phase	02/01/2029	02/01/2029
End Right of Way Phase (Right of Way Certification Milestone)	03/01/2029	03/01/2029
Begin Construction Phase (Contract Award Milestone)	09/03/2029	09/03/2029
End Construction Phase (Construction Contract Acceptance Milestone)	08/30/2030	08/30/2030
Begin Closeout Phase	09/02/2030	09/02/2030
End Closeout Phase (Closeout Report)	12/30/2030	12/30/2030

Date 11/06/2025 14:44:25

Purpose and Need

The project includes an overlay with paving grid.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	1.26

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	100	50	50
			Rating	Good	Poor	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2641

Project Title
Alameda, Church, Kennedy, and W. Lincoln Rehabilitation Project

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)									City of Weed
PS&E				62				62	City of Weed
R/W SUP (CT)									City of Weed
CON SUP (CT)									City of Weed
R/W									City of Weed
CON									City of Weed
TOTAL				62				62	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E				62				62	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					700			700	
TOTAL				62	700			762	

Fund #1:	RIP - State Cash (Committed)								Program Code
	Existing Funding (\$1,000s)								20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)									Siskiyou County Local Transportation
PS&E				62				62	The agency is requesting State Only Funds for this project.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL				62				62	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									Agency is requesting State Only Funding.
PS&E				62				62	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					700			700	
TOTAL				62	700			762	

Complete this page for amendments only					Date 11/06/2025 14:44:25
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2641

SECTION 1 - All Projects

Project Background

The PS&E phase of the project was programmed in the 2024 STIP. The agency is requesting to program the CON phase in the 2026 STIP.

Programming Change Requested

Reason for Proposed Change

The PS&E phase of the project was programmed in the 2024 STIP. The agency is requesting to program the CON phase in the 2026 STIP.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

The agency is requesting to program the CON phase in the 2026 STIP.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Project Programming Request Form

Agency: City of Yreka

PPNO: 2642 – Knapp Street, Oregon to Discovery

Amendment (Existing Project) ☐ YES ☒ NO				Date	11/06/2025 14:36:02
Programs ☐ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☒ STIP ☐ Other					
District	EA	Project ID	PPNO	Nominating Agency	
02			2642	City of Yreka	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Siskiyou County				Siskiyou County Local Transportation Commission	
				MPO	Element
				NON-MPO	Local Assistance
Project Manager/Contact			Phone	Email Address	
Cynthia Lynch			530-841-2326	clynch@ci.yreka.ca.us	

Project Title

City of Yreka Knapp St. Rehabilitation

Location (Project Limits), Description (Scope of Work)

In Yreka on Knapp St. from Oregon St. to Discovery St. in Yreka, CA. Construct approximately 2,600 LF of rehabilitated roadway with an asphalt concrete overlay and pavement fabric.

Component	Implementing Agency
PA&ED	City of Yreka
PS&E	City of Yreka
Right of Way	City of Yreka
Construction	City of Yreka

Legislative Districts

Assembly:	1	Senate:	1	Congressional:	1
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	07/01/2026	08/15/2026
Circulate Draft Environmental Document Document Type CE	09/01/2026	12/01/2026
Draft Project Report	12/01/2026	02/01/2027
End Environmental Phase (PA&ED Milestone)	06/30/2027	04/01/2027
Begin Design (PS&E) Phase	07/01/2027	08/15/2027
End Design Phase (Ready to List for Advertisement Milestone)	06/30/2028	06/30/2028
Begin Right of Way Phase	07/01/2026	08/15/2027
End Right of Way Phase (Right of Way Certification Milestone)	06/30/2027	12/31/2027
Begin Construction Phase (Contract Award Milestone)	07/01/2028	08/15/2028
End Construction Phase (Construction Contract Acceptance Milestone)	06/30/2031	06/30/2031
Begin Closeout Phase	04/01/2031	04/01/2031
End Closeout Phase (Closeout Report)	06/30/2031	06/30/2031

Date 11/06/2025 14:36:02

Purpose and Need

Street is near failure in some spots. Runs west-east in residential area, services two City parks and is a block from Yreka High School.

NHS Improvements	☐ YES ☒ NO	Roadway Class	NA	Reversible Lane Analysis	☐ YES ☒ NO
Inc. Sustainable Communities Strategy Goals	☐ YES ☒ NO	Reduce Greenhouse Gas Emissions	☐ YES ☒ NO		

Project Outputs

Category	Outputs	Unit	Total
Pavement (lane-miles)	Local road - rehabilitated Miles	Miles	1

Additional Information

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	80	37	43
			Rating	Poor	Good	

District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2642

Project Title
City of Yreka Knapp St. Rehabilitation

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	
E&P (PA&ED)		3						3	City of Yreka
PS&E			200					200	City of Yreka
R/W SUP (CT)									City of Yreka
CON SUP (CT)									City of Yreka
R/W		3						3	City of Yreka
CON				2,350				2,350	City of Yreka
TOTAL		6	200	2,350				2,556	

Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)		3						3	
PS&E			300					300	
R/W SUP (CT)									
CON SUP (CT)									
R/W			3					3	
CON				2,700				2,700	
TOTAL		3	303	2,700				3,006	

Fund #1:	RIP - State Cash (Committed)								Program Code
Existing Funding (\$1,000s)									20.XX.075.600
Component	Prior	26-27	27-28	28-29	29-30	30-31	31-32+	Total	Funding Agency
E&P (PA&ED)		3						3	California Transportation Commission
PS&E			200					200	State-Only funds requested
R/W SUP (CT)									
CON SUP (CT)									
R/W		3						3	
CON				2,350				2,350	
TOTAL		6	200	2,350				2,556	

Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)		3						3	
PS&E			300					300	
R/W SUP (CT)									
CON SUP (CT)									
R/W			3					3	
CON				2,700				2,700	
TOTAL		3	303	2,700				3,006	

Complete this page for amendments only					Date 11/06/2025 14:36:02
District	County	Route	EA	Project ID	PPNO
02	Siskiyou County				2642

SECTION 1 - All Projects

Project Background

In Yreka on Knapp St. from Oregon St. to Discovery St. in Yreka, CA. Construct approximately 2,600 LF of rehabilitated roadway with an asphalt concrete overlay and pavement fabric.

Programming Change Requested

Move \$3 from R/W to E&P, increase PS&E from \$ 200 to \$ 300, and increase CON from \$ 2,350 to \$ 2,700.

Reason for Proposed Change

Pursuant to 2026 STIP guidelines the agency is requesting an adjustment to the programmed amounts.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Project Only

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

Pursuant to 2026 STIP guidelines the agency is requesting an adjustment to the programmed amounts.

Approvals

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

SECTION 3 - All Projects

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map

Section 18. Resolution Adopting 2026 RTIP

Resolution No. 25-___, adopted by the Siskiyou County Local Transportation Commission on November 18, 2025, is enclosed as required.

Siskiyou County Local Transportation Commission

Resolution No. 25-

Adopting the 2025 Regional Transportation Improvement Program

WHEREAS, Siskiyou County Local Transportation Commission (SCLTC) is the designated Regional Transportation Planning Agency (RTPA) for Siskiyou County; and

WHEREAS, in August of 2025, the California Transportation Commission (CTC) adopted a 2026 State Transportation Improvement Program (STIP) Fund Estimate which provides Regional Improvement Program (RIP) funds to regional transportation planning agencies; and

WHEREAS, SCLTC, as the RTPA, is required by State law to prepare, adopt, and submit to Caltrans and the California Transportation Commission by December 15, 2025, a Regional Transportation Improvement Program (RTIP) which programs these funds; and

WHEREAS, the 2025 STIP Fund Estimate identified a new programming target for the Siskiyou County region of \$ 2,944,000, which includes \$ 254,000 in Planning, Programming, & Monitoring (PPM) funding; and

WHEREAS, SCLTC solicited requests for funding from local agencies, which were then compiled and published for public review and comment on October 27, 2025; and

NOW, THEREFORE, BE IT RESOLVED THAT the Siskiyou County Local Transportation Commission finds that the 2026 Regional Transportation Improvement Program (RTIP) is consistent with Siskiyou County Local Transportation Commission's adopted Regional Transportation Plan.

BE IT FURTHER RESOLVED, the Siskiyou County Local Transportation Commission hereby adopts the 2026 Regional Transportation Improvement Program (RTIP) and directs staff to forward this resolution and the appropriate documentation to Caltrans and the California Transportation Commission.

PASSED AND ADOPTED this 18th day of November 2025 by the Siskiyou County Local Transportation Commission by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Michael N Kobseff, Chair
Siskiyou County Local Transportation
Commission

ATTEST:

Melissa Cummins, Executive Director
Siskiyou County Local Transportation Commission

By _____

Section 19. Fact Sheet

The Fact Sheet is included as required by Section 50 of the STIP guidelines.



2026 State Transportation Improvement Program (STIP) Fact Sheet

Executive Summary

The Siskiyou County Local Transportation Commission's 2026 Regional Transportation Improvement Program includes programming adjustments of \$ 565,000 pursuant to Section VII (56) of the State Transportation Improvement Program Guidelines adopted by the California Transportation Commission on August 14, 2025.

Additionally, the program includes new programming costs of \$ 2,215,000. This leaves an unprogrammed share balance of \$ 164 for the region.

Benefits

The RTIP, as proposed, includes fourteen projects from ten local agencies. All projects included in the proposed program of projects have at least one phase programmed in the 2024 STIP except for the PPM project.

Collectively our region's projects address access to employment centers, health care facilities, transit services, educational opportunities, and evacuation routes.

Goals and Objectives

The Siskiyou County Local Transportation Commission's 2021 Regional Transportation Plan identifies nineteen regional goals that are consistent with the regional vision and priorities. Each agency evaluated their projects against this list of regional goals. The chart included in Section 12 of the SCLTC RTIP shows the summary of goals and the percentage of projects that meet each of those goals.

The region recently completed the first ever regional active transportation plan that identifies improvements necessary to encourage walking and cycling within our vast County. This plan provides the foundation for future grant applications and infrastructure improvements that encourage alternate modes of transportation where possible.

The Siskiyou County Local Transportation Commission (SCLTC) develops its Regional Transportation Improvement Program with consideration of the State of California's transportation policy direction, including but not limited to the Climate Action Plan for Transportation Infrastructure (CAPTI), the Caltrans Race and Equity Action Plan (REAP), the California Freight Mobility Plan (CFMP), and other applicable statewide objectives. While Siskiyou County is a predominantly rural region with limited transportation funding, the Commission strives to align its project priorities with these statewide goals to the greatest extent practicable.

SCLTC's RTIP programming is guided by a **fix-it-first approach**, which prioritizes the preservation and maintenance of the existing transportation system. This strategy reflects both fiscal reality and statewide policy encouraging responsible stewardship of existing infrastructure assets. Due to limited funding, most projects included in the RTIP focus on pavement rehabilitation, operational improvements, and safety enhancements rather than major expansions or multimodal facilities. While non-motorized elements are not typically programmed as



2026 State Transportation Improvement Program (STIP) Fact Sheet

standalone projects, the Commission encourages the inclusion of bicycle, pedestrian, and ADA accessibility features when feasible, consistent with CAPTI's multimodal intent.

Many communities within Siskiyou County qualify as disadvantaged or low-income under state definitions. The Commission recognizes the importance of promoting equitable investment and improved transportation access in these areas, consistent with CALTRANS REAP. Projects recommended for RTIP funding frequently serve communities with demonstrated socioeconomic need, even when the primary project purpose is roadway preservation rather than mobility enhancement.

In addition, Siskiyou County plays a strategic role in statewide and interstate goods movement due to its location along the Interstate 5 freight corridor. Several local roads function as critical connectors to I-5 and support commercial trucking between California and Oregon. RTIP-programmed improvements that maintain pavement condition, improve safety, and preserve reliable access to the interstate directly support the goals of the California Freight Mobility Plan (CFMP) by sustaining freight mobility and supporting rural economic activity.

While available revenue constrains the County's ability to fully implement the broader vision of CAPTI and other statewide plans, the Commission remains committed to pursuing competitive grant opportunities and interagency partnerships to expand multimodal, safety, and equity-focused improvements over time. The RTIP, therefore, represents a balance between local needs, fiscal constraints, and statewide policy alignment.

Section 20. Coordination with Caltrans District 2

DISTRICT 2
PLANNING DIVISION
1657 Riverside Dr.
Redding, CA 96001
(530) 782-2585 | FAX (530) 225-3324 TTY 711
www.dot.ca.gov

October 16, 2025

Mrs. Melissa Cummins
Executive Director
Siskiyou County Regional Transportation Planning Agency
190 Greenhorn Road
Yreka, CA 96097

Dear Mrs. Cummins:

The 2025 State Transportation Improvement Program (STIP) guidelines, Section 20, requests consultation between the California Department of Transportation (Caltrans) and regional agencies in the identification of needs on the State Highway System (SHS). As a result of this consultation, a fiscally constrained list of state highway needs was established. Caltrans combined this list with a statewide needs report that was provided to the California Transportation Commission (CTC) by September 15, 2025, ninety days prior to the Regional Transportation Improvement Program (RTIP) submittal deadline. Attached is the Siskiyou County Regional Transportation Planning Agency's portion of this statewide list.

In preparation for the 2026 STIP cycle, on October 1, 2025, Caltrans met with you to discuss State highway needs within the Siskiyou region. Caltrans provided a comprehensive list of needs on the SHS in Siskiyou County for discussion. The list included currently programmed projects and proposed future projects in the STIP and the State Highway Operation and Protection Program (SHOPP). Caltrans priority is to continue to support State highway projects that are already fully or partially funded in the STIP.

We look forward to continued partnership and cooperation in prioritizing the transportation needs in the Siskiyou region and seeking creative funding solutions for these important efforts. If you have any questions or would like to discuss further, please contact Kellie Mendes at (530) 768-0542 or myself at (530) 782-2585.

Sincerely,



Brett Ditzler
Deputy District Director
Planning and Local Assistance

Enclosure

c: Dave Moore, District 2 Director (email)
Kirsten Kingsley, Deputy District Director Asset and Program/Project Management (email)
Clint Burkenpas, Chief Program Project Management (email)
Stacey Barnes, Deputy District Director Maintenance and Operations (email)
Kerry Molz, Chief Program Project Management (email)
Sean Shepard, Chief Asset Management (email)
Nicole Mallory, Project Manager, Program Project Management (email)
Neil Peacock, Acting Division Manager Planning (email)
Aaron Casas, Regional and System Planning Senior (email)

**2025 State Highway Needs Meeting
Caltrans District 2/Siskiyou Consultation Meeting**

Dist	Co	Rte	PM	AREA	NICKNAME	PROJECT DESCRIPTION	PPNO	EA	Programmed (Y/N)	Project Phase	2025 CONSULTATION NOTES
2	SIS	96	41.0/41.8	Happy Camp	Happy Camp Complete Streets	Improve operations and usability for multimodal users.	3537	4F900	Y (ATP and SHOPP Minor)	Construction	Project is a financial partnership between the Karuk Tribe (ATP) and Caltrans (SHOPP-Minor). Project is out to bid.
2	SIS	3	PM 27.788	Scott Valley	SR 3	Install left turn lane or change striping - SR 3 at Quartz Valley Road Eastbound					Moved from historical - Is this still desired? - Melissa reached out to Etna and County Mctce to see if they still want this
2	SIS	89	R34.1/34.6	Mt. Shasta	SR 89/S. Mt. Shasta Blvd Operational Improvement	Improve operations of intersection of SR 89, South Mt. Shasta Blvd, and Azalea Dr					Mt. Shasta still want this to happen. History: PSR Complete. Project was removed from consideration for STIP-RIP programming with the 2022 RTIP development. Was a PID in N phase 4G780, PPNO #3565
2	SIS	I-5	PM R10.487 and R10.486	Mt. Shasta	Lake St Intersection to NB I-5 onramp	Lake St Intersection (I-5 EB Lake St to NB Onramp). 2 lane down to 1 lane to then onramp congestion issue. Caltran's R/W and part city.					
2	SIS	3	PM 53.676 to PM 54.07	Montague		Widen shoulders and new sidewalk on Webb St for both sides from 9th st to 4th st.					Complete streets is aware of issue, school is one block away and apartments and bus stop are in same area where safety is a concern. Montague CAPM is current project in construction 2026 - can this be added? Might need to go through local assistance....not on state hwy
2	SIS	3	PM 32.621 and PM 32.709	Fort Jones	Crosswalks for SR 3 crossroads are Horn St and Sterling St.	Piano key crosswalk or way to slow down traffic at Horn St and Sterling St. to address safety concerns on peds crossing SR 3					The crosswalk installed on Newton St has helped and city would like two more. Can we include it in Fort Jones paving project?
2	SIS	139	PM 0.787	Tulelake		Install a left turn lane on SR 139 and Ray Olritch					Using side of the road as left turn lane
2	SIS	161/139	PM 19.337 and PM 5.043	Tulelake		Intersection north of town on SR 161 and SR 139 at the CA/OR border					Issues with accidents, congestion, turning lane issue
2	SIS	139	PM 1.467	Tulelake		Install a right turn lane on SR 139 and Main St.					
2	SIS	97	PM 50.695	Dorris		Install crosswalk at SR 97/Main St and 3rd St					Safety issues - activated light at crosswalk never shuts off and alarms all night long
2	SIS	97	?	Weed/Tulelake	Various SR 97 locations	Add passing lanes on SR 97					Confirm desired locations
2	SIS	I-5	Around PM 5.611	Dunsmuir	I-5 and Mott Rd area	Install sound barrier wall due to noise on I-5					Noise has increased since last project was completed

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STIP Projects - Allocation by Fiscal Year

Agency	00/01	06/07	15/16	17/18	18/19	19/20	20/21	21/22	22/23
Dorris, City of									\$ 18,000
Dunsmuir, City of								\$ 22,000	\$ 217,000
Etna, City of									
Fort Jones, Town of				\$ 1,000	\$ 45,000	\$ 425,000			
ImplAgency									
Montague, City of							\$ 31,000	\$ 342,000	
Mt Shasta, City of								\$ 28,000	\$ 371,000
Siskiyou County						\$ 25,000	\$ 75,000	\$ 3,559,000	\$ 75,000
SCLTC		\$ 100,000						\$ 202,000	
Tulelake, City of	\$ 61,000					\$ 33,000	\$ 60,000	\$ 774,000	
Weed, City of			\$ 65,000	\$ 56,000	\$ 1,144,000		\$ 105,000	\$ 760,000	\$ 75,000
Yreka, City of					\$ 3,000	\$ 70,000	\$ 926,000		
Grand Total	\$ 61,000	\$ 100,000	\$ 65,000	\$ 57,000	\$ 1,192,000	\$ 553,000	\$ 1,197,000	\$ 5,687,000	\$ 756,000

Agency	23/24	24/25	25/26	26/27	27/28	28/29	Grand Total	Percent of Total Shares
Dorris, City of	\$ 337,000		\$ 32,000	\$ 382,000		\$ 39,000	\$ 808,000	3.11%
Dunsmuir, City of				\$ 25,000	\$ 275,000		\$ 539,000	2.07%
Etna, City of	\$ 57,000	\$ 681,000	\$ 65,000	\$ 667,000		\$ 29,000	\$ 1,499,000	5.76%
Fort Jones, Town of	\$ 27,000	\$ 198,000	\$ 23,000	\$ 226,000	\$ 121,000		\$ 1,066,000	4.10%
ImplAgency							\$ -	0.00%
Montague, City of	\$ 23,000	\$ 385,000	\$ 90,000	\$ 883,000		\$ 36,000	\$ 1,790,000	6.88%
Mt Shasta, City of			\$ 2,200,000			\$ 74,000	\$ 2,673,000	10.27%
Siskiyou County			\$ 4,035,000		\$ 75,000		\$ 7,844,000	30.15%
SCLTC		\$ 225,000	\$ 75,000	\$ 75,000	\$ 75,000		\$ 752,000	2.89%
Tulelake, City of	\$ 24,000	\$ 46,000	\$ 760,000		\$ 8,000	\$ 30,000	\$ 1,796,000	6.90%
Weed, City of	\$ 701,000	\$ 726,000				\$ 62,000	\$ 3,694,000	14.20%
Yreka, City of				\$ 6,000	\$ 200,000	\$ 2,350,000	\$ 3,555,000	13.66%
Grand Total	\$ 1,169,000	\$ 2,261,000	\$ 7,280,000	\$ 2,264,000	\$ 754,000	\$ 2,620,000	\$ 26,016,000	100.00%

Date: November 18, 2025

Agenda Item: 7

Subject: Discussion, direction and possible action regarding adding additional funds to the contract between Kenny & Norine for legal services through June 30, 2026.

Past Action:

The Commission currently contracts with Kenny & Norine to provide legal counsel services. To date, approximately 93% of the funds allocated for the current fiscal year have been expended. Recently, there has been discussion regarding the potential consolidation of legal counsel services between the Siskiyou County Local Transportation Commission (SCLTC) and the Siskiyou Transportation Agency (STA).

Summary of Item:

In light of these discussions and the limited contract balance remaining, staff is seeking direction from the Commission on how to proceed. The Commission may consider one of the following options:

1. Authorize an amendment to the current contract with Kenny & Norine to add additional funds for continued legal services through the remainder of the fiscal year; or
2. Issue a notice of cancellation to the law firm, in accordance with the 30-day termination clause in the existing agreement.

Financial Impact: **Yes** ☒ **No** ☐

Fiscal impact will depend on the direction from the Commission.

Recommended Action:

Direction regarding whether to amend the current contract to add additional funds or to proceed with cancellation of the existing agreement.

Attachments (1)

- Contract between SCLTC and Kenny & Norine, a Law Corporation.

VN#	@00013944			
CT#	E2300131			
ACCT:	2506	-	303030	- 723000
CT AMT:	-	\	\$ 7,000.00	
	Annual		Total	

PROFESSIONAL SERVICES RETENTION AGREEMENT

ANNUAL

TOTAL

44

THIS AGREEMENT by and between the Siskiyou County Local Transportation Commission (hereinafter referred to as "Commission"), and Kenny & Norine, a Law Corporation ("Attorney") a firm engaged in the practice of law in the State of California, at 1923 Court Street, Redding, California (hereinafter referred to as "Attorney"). This Agreement is entered into on the date when it has been both approved by the Board and signed by all other parties to it.

WHEREAS, the Commission requires legal services; and,

WHEREAS, it has been determined that Attorney has the expertise to render the necessary assistance and advice to the Siskiyou County Local Transportation Commission; and,

WHEREAS, Attorney is qualified by education, training, and experience and is competent to perform such services.

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Services. Pursuant to this Agreement, Attorney, upon request, shall provide to Commission ~~specialized legal consulting services based solely upon the Commission's~~ determination and need for such services. Commission makes no guarantee or warranty of any nature that any minimum level or amount of services or work will be requested of Attorney by Commission under this Agreement. Commission by this Agreement incurs no obligation or requirement to request from Attorney the performance of any services or work at all, even if Commission should have some need for such services or work during the term of this Agreement.

Services and work provided by Attorney at Commission's request under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and County laws, ordinances, regulations, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those which are referred to in this Agreement.

2. Term. The term of this Agreement shall commence February 13, 2022, and terminate June 30, 2026.

3. Legal Fees. Attorney shall be compensated for such services in a sum not to exceed Three Thousand Five Hundred Dollars and No Cents (\$3,500.00) for FY 2021/2022, Seven Thousand Dollars and No Cents (\$7,000.00) for FY 2022/2023, Seven Thousand Dollars and No Cents (\$7,000.00) for FY 2023/2024, Seven Thousand Dollars and No Cents (\$7,000.00) for FY 2024/2025, Seven Thousand Dollars and No Cents (\$7,000.00) for FY 2025/2026, with the Commission staff to review and audit the billings. Said amount shall not be exceeded without prior approval of the Commission. See Exhibit "A" attached hereto for hourly rate(s).

When it appears that the maximum amount payable under this contract may be exceeded, Attorney shall give Commission staff thirty (30) days' notice of such, together with reasons supporting the need for additional funds. The purpose of this notice is intended to avoid the interruption of necessary legal services while allowing the Commission to exercise its discretion in advance of the expenditure of such funds.

4. Costs and Expenses. Commission shall reimburse Attorney for all costs and expenses incurred by Attorney, including, but not limited to, fees fixed by law or assessed by public agencies, long distance telephone calls, messenger and other delivery fees, postage, and for travel expenses and per diem which Attorney reasonably incurs in providing services and work requested by Commission pursuant to this Agreement.

Except as expressly provided in this Agreement, Attorney shall not be entitled to, nor receive, from Commission any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Attorney shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leave of absence of any type or kind whatsoever.

5. Statement Billing and Payment.

(A) Billing and Payment. Attorney shall submit to Commission, once a month, an itemized statement of all hours spent by Attorney in performing services and work described in Exhibit "B", which were done at Commission's request. This statement will be submitted to Commission as expeditiously as possible. The statement to be submitted will cover the period from the first day of the preceding month through and including the last day of the preceding month. This statement will identify the date of which the hours were worked and describe the nature of the work which was performed on each day. Attorney's statement to Commission will also include an itemization of any travel or per diem expenses, which have been approved in advance by Commission, incurred by the Attorney during that period. The itemized statement for travel expenses and per diem will include copies of receipts for lodging, meals, and other incidental expenses in accordance with Commission's accounting procedures and rules. Contractor shall be paid within 30 days of County Auditor's receipt of said statement and claim form completed by the department.

(B) Federal and State Taxes.

(1) Except as provided in subparagraph (2) below, Commission will not withhold any federal or state income taxes or social security from any payments made by Commission to Attorney under the terms and conditions of this Agreement.

(2) Commission will withhold California State income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Attorney under this Agreement will exceed One Thousand Four Hundred Ninety-Nine and no/100 Dollars (\$1,499.00).

(3) Except as set forth above, Commission has no obligation to withhold any taxes or payments from sums paid by Commission to Attorney under this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Attorney. Commission has no responsibility or liability for payment of Attorney's taxes or assessments.

(4) The total amounts paid by Commission to Attorney, and taxes withheld from payments to non-California residents, if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board.

6. Work Schedule. Attorney's obligation is to perform, in a timely manner, those services which are requested by Commission. It is understood by Attorney that the performance of these services and work will require a varied schedule. Attorney will arrange his/her own schedule, but will coordinate with Commission to insure that all services and work requested by Commission under this Agreement will be performed within the time frame set forth by Commission.

7. Required Licenses, Certificates and Permits. Any licenses, certificates, or permits required by the federal, state, county, or municipal governments for Attorney to provide the services must be procured by Attorney and be valid at the time Attorney enters into this Agreement. Further, during the term of this Agreement, Attorney must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's licenses, professional licenses or certificates, and business licenses. Such licenses, certificates, and permits will be procured and maintained in force by Attorney at no expense to Commission. Attorney will provide Commission, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits which are required to perform the services. Where there is a dispute between Attorney and Commission as to what licenses, certificates, and permits are required to perform the services, Commission reserves the right to make such determinations for purposes of this Agreement.

8. Office Space, Supplies, Equipment, Etc. Attorney shall provide such office space, supplies, equipment, vehicles, reference materials, and telephone service as is necessary for Attorney to provide the services under this Agreement. Commission is not obligated to reimburse or pay Attorney, for any expense or cost incurred by Attorney in procuring or maintaining such items. Responsibility for the costs and expenses incurred by Attorney in providing and maintaining such items is the sole responsibility and obligation of Attorney.

9. County Property.

(A) Personal Property of Commission. Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, etc., provided to Attorney by Commission pursuant to this Agreement are, and at the termination of this Agreement, remain the sole and exclusive property of Commission. Attorney will use reasonable care to protect, safeguard and maintain such items while they are in Attorney's possession. Attorney will be financially responsible for any loss or damage to such items, partial or total, which is the result of Attorney's negligence.

(B) Products of Attorney's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Attorney's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of Commission. At the termination of the Agreement, Attorney will convey possession and title to all such properties to Commission.

10. Workers' Compensation. Attorney shall provide workers' compensation insurance coverage, in the legally required amount, for all Attorney's employees utilized in providing work

and services pursuant to this Agreement. By executing a copy of this Agreement, Attorney acknowledges its obligations and responsibilities to its employees under the California Labor Code, and warrants that Attorney has complied and will comply during the term of this Agreement with all provisions of the California Labor Code with regard to its employees. Attorney, at the time of execution of this Agreement, will provide Commission with evidence of the required workers' compensation insurance coverage.

11. Insurance.

(A) General Liability. Attorney shall procure and maintain during the entire term of this Agreement, a policy of general liability insurance which covers all the work and services to be performed by Attorney under this Agreement. Such insurance policy will have a per occurrence combined single limit coverage of not less than \$100,000.00. Such policy will not exclude or except from coverage any of the services and work required to be performed by Attorney under this Agreement. The required policy of insurance will be issued by an insurer authorized to sell such insurance by the State of California, and have at least a "Best's" policyholder's rating of "A" or "A+". Commission will be named as "an additional named insureds" on this policy. Attorney will provide Commission a copy of the policy and a certificate of insurance showing Commission as "additional named insured" and indicating that the policy will not be terminated, canceled, or modified without thirty (30) days written notice to Commission.

(B) Business Auto. If Attorney utilizes a motor vehicle in performing any of the work or services hereunder, Attorney shall procure and maintain in force throughout the duration of this Agreement, a business auto liability insurance policy with minimum coverage levels of \$300,000.00 per occurrence, combined single limit for bodily injury liability and property damage liability. The coverage shall include all Attorney owned vehicles and all hired and non-owned vehicles used in performing under this Agreement.

A certificate of insurance shall be provided to the Commission at least ten (10) days prior to the start of services to be performed by Attorney. The policy shall contain a provision prohibiting the cancellation or modification of said policy except upon thirty (30) days prior written notice to Commission.

(C) Professional Liability. If Attorney is required to be professionally licensed or certified by any agency of the State of California in order to perform any of the work or services hereunder, Attorney shall procure and maintain in force throughout the duration of this Agreement a professional liability insurance policy with a minimum coverage level of \$1,000,000.00. Proof of such insurance shall be provided to Commission at least ten (10) days prior to the start of any work by Attorney.

12. Status of Attorney. All acts of Attorney, its agents, officers, and employees, relating to the performance of this Agreement, shall be performed as independent contractors, and not as agents, officers, or employees of Commission. Attorney, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of Commission. Attorney has no authority or responsibility to exercise any rights or power vested in the Commission. No agent, officer, or employee of the Commission is to be considered an employee of Attorney. It is understood by both Attorney and Commission that this Agreement shall not under any circumstances be

construed or considered to create an employer--employee relationship or a joint venture. As an independent contractor:

(A) Attorney shall determine the method, details, and means of performing the work and services to be provided by Attorney under this Agreement.

(B) Attorney shall be responsible to Commission only for the requirements and results specified in this Agreement and except as expressly provided in this Agreement, shall not be subjected to Commission's control with respect to the physical action or activities of Attorney in fulfillment of this Agreement.

(C) Attorney, its agents, officers, and employees are, and at all times during the term of this Agreement shall, represent and conduct themselves as independent contractors, and not as employees of Commission.

13. To the extent permitted by law, Commission shall defend, indemnify, and hold harmless Attorney, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorneys' fees, arising out of, or resulting from, the active negligence, or wrongful acts of Commission, its officers, or employees.

14. Records and Audits

(A) Records. Attorney shall prepare and maintain all records required by the various provisions of this Agreement, federal, state, and municipal law, ordinances, regulations, and directions. Attorney shall maintain these records for a minimum of five (5) years from the termination or completion of this Agreement. Attorney may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, microphotographs, or other authentic reproduction of such records.

(B) Inspections and Audits. Any authorized representative of Commission shall have access to any books, documents, papers, records, including, but not limited to, financial records of Attorney, which Commission determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Attorney. Further, Commission has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement.

15. Nondiscrimination. During the performance of this Agreement, Attorney, its agents, officers, and employees shall not unlawfully discriminate in violation of any federal, state, or local law, against any employee, or applicant for employment, or person receiving services under this Agreement, because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex. Attorney and its agents, officers, and employees shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Attorney shall also abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.

16. Cancellation. This Agreement may be canceled by Commission without cause, and at will, for any reason by giving to Attorney thirty (30) days written notice of such intent to cancel.

Attorney may cancel this Agreement without cause, and at will, for any reason whatsoever by giving thirty (30) days written notice of such intent to cancel to Commission.

17. Assignment. This is an agreement for services of Attorney. Commission has relied upon the skills, knowledge, experience, and training of Attorney as an inducement to enter into this Agreement. Attorney shall not assign or subcontract this Agreement, or any part of it, without the express written consent of Commission. Further, Attorney shall not assign any monies due or to become due under this Agreement without the prior written consent of Commission.

18. Default. If the Attorney abandons the work, or fails to proceed with the work and services requested by Commission in a timely manner, or fails in any way as required to conduct the work and services as required by Commission, Commission may declare the Attorney in default and terminate this Agreement upon five (5) days written notice to Attorney. Upon such termination by default, Commission will pay to Attorney all amounts owing to Attorney for services and work satisfactorily performed to the date of termination.

19. Waiver of Default. Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph 27 below.

20. Confidentiality. Attorney agrees to comply with the various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Attorney in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Attorney agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Attorney only with the express written consent of Commission.

21. Conflicts. Attorney agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.

22. Post Agreement Covenant. Attorney agrees not to use any confidential, protected, or privileged information which is gained from Commission in the course of providing services and work under this Agreement, for any personal benefit, gain, or enhancement. Further, Attorney agrees for a period of two years after the termination of this Agreement, not to seek or accept any employment with any entity, association, corporation, or person who, during the term of this Agreement, has had an adverse or conflicting interest with Commission, or who has been an adverse party in litigation with the Commission, and concerning such, Attorney by virtue of this Agreement has gained access to the Commission's confidential, privileged, protected, or proprietary information.

23. Severability. If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or county statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

24. Funding Limitation. The ability of Commission to enter this Agreement is based upon

available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, Commission has the option to cancel, reduce, or modify this Agreement, or any of its terms within ten (10) days of its notifying Attorney of the cancellation, reduction, or modification of available funding. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements of paragraph 26 (Amendment).

25. Attorneys' Fees. If either of the parties hereto brings an action or proceeding against the other, including, but not limited to, an action to enforce or declare the cancellation, termination, or revision of the Agreement, the prevailing party in such action or proceeding shall be entitled to receive from the other party all reasonable attorneys' fees and costs incurred in connection therewith.

26. Amendment. This Agreement may be modified, amended, changed, added to, or subtracted from by the mutual consent of the parties hereto, if such amendment or change is in written form and executed with the same formalities as this Agreement, and attached to the original Agreement to maintain continuity.

27. Notice. Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Attorney, Commission shall be required, or may desire, to make, shall be in writing and may be personally serviced, or sent by prepaid first class mail to, the respective parties as follows:

TO COMMISSION:

Siskiyou County Local Transportation Commission
Attn: Executive Director
190 Greenhorn Road
Yreka, CA 96097

TO ATTORNEY:

Kenny & Norine, a Law Corporation
1923 Court Street
Redding, CA 96001

28. Conditions. This Agreement shall not take effect, and Attorney will have no obligation to provide legal services, and shall not be paid for any legal services, except for services provided from and after the execution of this Agreement.

29. Entire Agreement. This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless the same be in writing executed by the parties hereto.

SIGNATURES FOLLOW ON NEXT PAGE

IN WITNESS WHEREOF, Commission and Contractor have executed this agreement on the dates set forth below, each signatory represents that he/she has the authority to execute this agreement and to bind the Party on whose behalf his/her execution is made.

SISKIYOU COUNTY
LOCAL TRANSPORTATION COMMISSION

Date: 2/15/22

Susan LR Tavalero

Susan Tavalero, Chair

ATTEST:

Jeff Schwein, Executive Director

By: Jeff Schwein

CONTRACTOR:

Kenny & Norine, a Law Corporation

DocuSigned by:

Date: 3/14/2022

John S. Kenny

John S. Kenny, President

DocuSigned by:

Date: 3/14/2022

Jonz Norine

Jonz Norine, Chief Financial Officer

Bar No.: 39206

(Licensed in accordance with an act providing for the registration of contractors)

Note to Contractor: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1189 & 1190 and Corps. Code, Sec. 313.)

TAXPAYER I.D. 94-2672591

ACCOUNTING:

Fund	Organization	Account	Activity Code (if applicable)
2506	303030	723000	

Encumbrance number (if applicable)

If not to exceed, include amount not to exceed:

FY 2021/2022	\$3,500.00
FY 2022/2023	\$7,000.00
FY 2023/2024	\$7,000.00
FY 2024/2025	\$7,000.00
FY 2025/2026	\$7,000.00

NTE total: \$31500.00

If needed for multi-year contracts, please include separate sheet with financial information for each fiscal year.

EXHIBIT "A"

SCHEDULE OF FEES

Attorney shall submit to Commission periodically, and not less frequently than monthly, a detailed statement of account which clearly sets forth by date the items of work performed, the amount of time (to the nearest 1/10 (0.10) of an hour) spent on each item by each attorney or paralegal who performed the work, and identification of the attorney or paralegal who performed such work and their hourly billing rate under this contract.

Attorney shall be compensated by at the following hourly rates:

Partners	\$200.00 per hour
Associates	\$185.00 per hour
Paralegals	\$ 90.00 per hour

On February 13th of each year of the contract, the hourly rate for each category above shall increase by 5%.

Attorney travel time shall not exceed fifty percent (50%) of the hourly rate for the attorney.

Travel expenses will be billed at the IRS then approved rate. Any other expenses are billed at a direct rate and will be detailed on original itemized receipts.

EXHIBIT B

SERVICES TO BE PERFORMED

Attorney will be available during regular business hours (or other hours if necessary) to respond to questions, review contracts and other legal documents and to promptly respond to inquiries. Attorney will be available to attend by Zoom or in-person Commission meetings when requested. Attorney will advise the Commission regarding changes in law that may impact the Commission's work. Attorney will assist in assuring grant compliance when requested.

#8840
4853-9904-6921, v. 1

Signature: Susan LR Tavalero
Susan LR Tavalero (Mar 9, 2022 09:10 PST)

Email: susan.tavalero@ci.weed.ca.us

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 9A

Subject: Executive Director Report

Past Action:

This is a monthly report from the Executive Director on activities related to transit operations.

Summary of Item:

Please refer to the attached summary of activities.

Financial Impact: Yes ☐ No ☒

Recommended Action:

Informational item.

Attachments (1)

- Executive Director Report

**Executive Director Staff Report
Siskiyou Transportation Agency
Summary of Activities for Period
10/01/2025~11/07/2025**

SB125 - Admin

Update SB 125 Ridership Chart on Website

SB125 - Website

Website project meeting and data for consultant.

Meeting with vendor for credit card processing.

Review deliverables for 10/6 w/AS and respond to Planetaria.

Meeting with Point & Pay for website integration.

Project Team Meeting w/Planetaria

Review website wireframes w/staff.

Project Team Meeting - 11/05/2025

Siskiyou Transportation Agency/STAGE

Weekly supervisors meeting.

Information on STA JPA.

STA - Submit requested data to Counsel for Board agenda item.

Follow up w/Personnel on bus driver class spec changes from Recommended.

Board Meeting/STA Item

Draft STA Agenda Items - 10/14/2025

Review requested items w/Counsel for next agenda.

Review and approve STAGE invoices.

Discuss marketing of upcoming free days.

STA Minutes - 10/14/2025

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 9B

Subject: STAGE Staff Report for November 18, 2025

Past Action:

This is a monthly report from STAGE staff on transit operations.

Summary of Item:

Report for November 2025

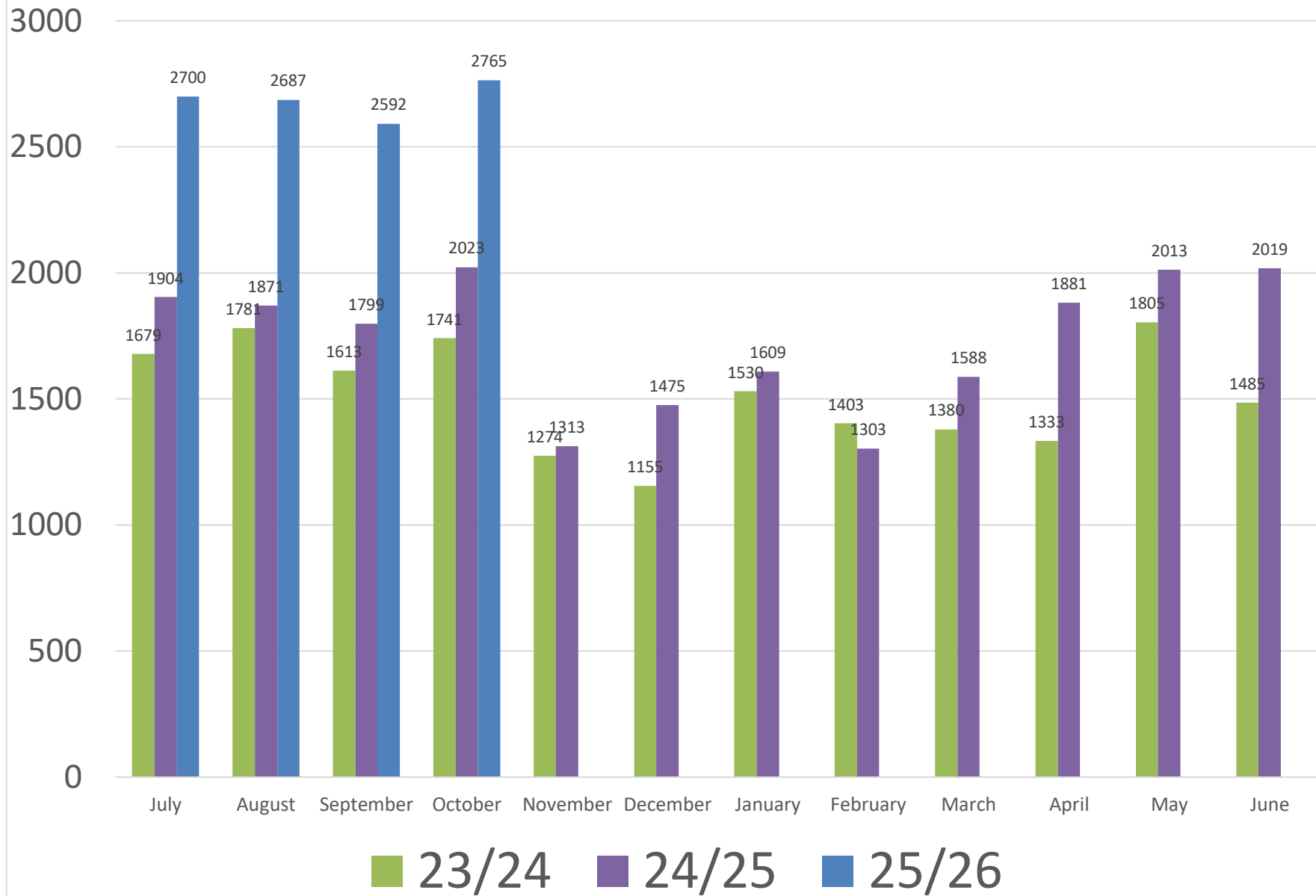
- Nothing to report this month.

Financial Impact: Yes ☐ No ☒

Recommended Action: Informational item.

Attachments (1): Ridership report through October 2025

Historical Ridership Comparison



February 2023
Implimented
Changes to the
Schedule, 5
routes, Full
Fares

April 2, 2024
new schedule
to meet rider
needs, 5
routes, Full
Fares

March 10, 2025
Happy Camp
starts route 6

June 1, 2025
From full fares
to \$1 fares

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 9C

Subject: Minute Approval

Past Action:

Not Applicable.

Summary of Item:

Approval of the minutes of the Siskiyou Transportation Agency meeting on:

- October 14, 2025

Financial Impact: Yes ☐ No ☒

Recommended Action:

Approve the minutes as presented, or with corrections if necessary.

Attachments (1)

- Draft minutes of the October 14, 2025 meeting.



Siskiyou Transportation Agency

Melissa Cummins, Executive Director
190 Greenhorn Road
Yreka, California 96097
Phone: 530.842.8220

Minutes of the Siskiyou County Local Transportation Commission

Date: October 14, 2025

The Siskiyou Transportation Agency meeting of October 14, 2025, was called to order by Chair Kobseff at 10:39 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Directors in attendance included:

Michael N Kobseff
Ed Valenzuela
Matthew Bryan

Pat Vela
Cliff Munson
Mercedes Garcia (Alternate)

Directors absent from the meeting:

Nancy Ogren

Jess Harris (Alternate)

Other Staff Present In-Person:

Melissa Cummins, Executive Director
Dana Barton, Chief Deputy County Counsel
Angie Stumbaugh, Transportation Services Manager

The agenda items included:

Roll Call – Director Kobseff called the meeting to order at 10:39 a.m.

Directors present in-person included Bryan, Garcia, Kobseff, Munson, Valenzuela and Vela.

7) Public Comment - None

8) 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 August 19, 2025.
- D. Budget Appropriation – Fund 5683 - Radio Replacement Project

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

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

Motion passed unanimously.

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

9) Discussion – Dissolution of Siskiyou Transportation Agency

Discussion regarding dissolution of the Siskiyou Transportation Agency and the outcome of the October 7th Board of Supervisors agenda item related to a public hearing to withdraw from STA.

At the August 19th meeting staff were asked to bring this item back before the Board for further discussion. Chair Kobseff explained that at the last meeting of the Board of Supervisors they set a hearing to withdraw from the agency. This would get us back to one entity as a representation of everyone and not having duplication of services. The hearing is scheduled for November 18th. That is when the decision will be made whether the Board withdraws or not.

Commissioner Bryan voices concern that there was a robust conversation at the last meeting, and everyone agreed that in the absence of several city and county officials it was to be brought back for further discussion. It was also pointed out by legal counsel that the STA couldn't dissolve themselves. He has talked with numerous city representatives and feels the duplication can be resolved. He likes that the cities have representation since it is their money that they have a say. It was a lot of work to establish the JPA.

Commissioner Kobseff explains that when the JPA was launched it was to divorce essentially from the County and now they find out that they have maintain both. He also said that due to the time frame for withdrawing he wanted to bring it before his Board (County Board of Supervisors).

Commissioner Bryan expected additional information to be presented and discussed at this meeting. Other Commissioners explained that the presentation could still take place. Commissioner Valenzuela trying to reset to improve the process. Commissioner Bryan feels that every city will want to be represented instead of an advisory board. Commissioner Kobseff states that the cities were always represented on the TAC (Technical Advisory Committee). Commissioner Bryan states the difference would be in an advisory board the decision would still go to the Board of Supervisors for approval whereas with the JPA if the vote takes place here then it would be enacted. The cities

have a responsibility to protect their residents' tax dollars and transportation resources and have to prefer a stronger voice.

Commissioner Kobseff shared that they learned at the last meeting that the Board (STA) decides how to break up the withdrawal. This allows the cities to pick up the transportation element within their city if they desire. Former Commissioner Deutsch was advocating for bus service for Dunsmuir in the past. Commissioner Bryan addresses the concept of each city having their own agency in essence, which creates the need for governing agreements between entities. Commissioner Valenzuela explains that we are better together.

Commissioner Bryan asks for clarification from staff on the differences between the agency and the Commission. Ms. Barton explains that the Commission is the transportation planning agency and the Agency is the transit operator.

The Executive Director answers other questions from Commissioner Bryan regarding the make-up and requirement to have the Commission versus the JPA. He also sought clarification on what items of the Commission's were taken to the Board for approval. Ms. Cummins explained that in approximately 2012 or 2013 there was research and discussion with County Counsel which clarified the Commission is a separate entity from the County. Following that clarification all contracts, budgets, or other items were no longer taken to the County Board of Supervisors for approval. The only thing that remains connected is the staff, who act as ex officio. Ms. Barton confirmed that prior to the JPA the LTC had independent authority to approve contracts, grants, etc.

Commissioner Bryan clarified that the formation of the agency takes the operations responsibility further away from the County. Ms. Barton explained that LTC and the Agency fully reimburse the County for all expenses related to staff.

Commissioner Bryan summarizes that the County feels as though they are involved in multiple ways. He seeks clarification of where they are still involved that is resulting in duplication. Commissioner Kobseff explains that the duplication of staff and counsel as examples. Commissioner Bryan asks Ms. Barton for clarification on whether legal counsel could be consolidated. She advised the Board that since the Commission and Agency are not in conflict with each other counsel could be consolidated at the direction of the Commission.

Further discussion followed between Commissioners and staff regarding various aspects of the two agencies and information provided at the August 19th meeting.

Directions were provided to bring this item back to the next meeting on November 18, 2025. Staff requested clarification on the topics to be included in the next agenda.

Kellie Mendes, Caltrans Regional Planner, advised that many other agencies are trying to get to where Siskiyou is with the JPA.

Commissioner Munson requested additional information on the staffing needs.

Additional discussion continued between Commissioners about the scheduled public hearing, the notice timeframe, and the tasks that would need to be addressed to avoid disruption of services.

Ms. Barton reviewed the timeframe that it took to negotiate the JPA with each agency. There are more signatory agencies than seated members. The cities may want to attend the public hearing at the Board of Supervisors. If the Board of Supervisors decides to withdraw the notice timeframe is just a minimum, but they may want to provide more than the minimum of 120 days. The end goal would be no disruption of service.

If the County decides to withdraw all the members would need to form some type of consensus on what the successor agency looks like. The dissolution process is set forth in the JPA document. Commissioner Kobseff asks if the Board decided to withdrawal if they can rescind that decision at any time during that period. Ms. Barton will research that and report back.

Ms. Barton clarified that the items to be brought include:

- Additional slides breaking down the pros and cons of the impact of dissolution
- Breakdown of:
 - o Which funding streams may fund staffing.
 - o Which funding streams fund programs/services.
 - o Which programs/services require staffing to run the programs.
 - o Which programs/services are not running because of lack of staffing
 - o Which funds may be at risk of returning to the State if the program money cannot be spent due to lack of staffing
 - o Which grants/funding is available but not being sought/applied for due to lack of staffing to run the programs.
- Various options for successor agency.
- Streamlining options such as one attorney.
- Explain the need for additional staffing. Why are additional staff needed?
- If Board decides to withdraw from JPA, can they rescind their decision if they change their mind.

10) Other Business

A. Executive Director

The next free fare day for STAGE is on Halloween (10/31/2025).

B. Other Business

Commissioner Kobseff asked about the inquiry on the agenda item numbering. Ms. Cummins advised that she reviewed the numbering structure of the Board of Supervisors and Flood Control District agendas and we are following the same model.

C. Next Regular Meeting

Commissioner Bryan inquired about postponing the public hearing until after the presentation (at the next LTC/STA meeting). Discussion continued regarding an alternate LTC/STA meeting date prior to the 18th or postponing the public hearing by the Board of Supervisors. Ms. Barton offered support to accommodate the postponement of the public hearing. Further discussion followed between Commissioners about the pros and cons of holding the hearing prior to receiving the full presentation at the LTC/STA meeting. Other Commissioners expressed a desire to receive the information so they can be informed to take a position. Ms. Barton also mentioned that the public hearing can also be continued.

Commissioner Kobseff will discuss postponing the public hearing with the CAO.

The next meeting is scheduled for November 18, 2025, at 2:00 p.m.

11) Chair Kobseff adjourned the Board meeting at 11:29 a.m.

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 10

Subject: Presentation and discussion regarding the pros and cons of dissolving the Siskiyou Transportation Agency, options for a successor agency, streamlining opportunities, staffing needs, and funding sources for staffing.

Past Action:

On August 19, 2025, staff presented information on the two agencies, their responsibilities, previous structure and current structure, and the process for the STA to be dissolved.

On October 14, 2025, the STA Board discussed recent actions by the Board of Supervisors including a public hearing scheduled for November 18, 2025, to consider withdrawal from the Siskiyou Transportation Agency JPA. At the conclusion of the discussion staff were asked to bring back a subsequent presentation on various topics related to operations, staffing, and other models for consideration by Board.

Summary of Item:

Please refer to the enclosed staff report for the requested information.

Financial Impact: Yes ☒ No ☐

The financial impacts are unknown.

Recommended Action:

Discussion, direction, and possible action.

Attachments (2)

- Staff report with information as requested by Commission/Board of Directors.
- Staff Responsibilities & Duties

TO: Siskiyou County Local Transportation Commission
Siskiyou Transportation Agency

FROM: Melissa Cummins, Executive Director

DATE: November 18, 2025

SUBJECT: Siskiyou Transportation Agency

Following the Board of Supervisors' approval of the Siskiyou Transportation Agency Joint Powers Agreement on December 3, 2024, staff began the process of establishing the newly formed agency. In the absence of defined next steps, staff initiated research to identify the legal, administrative, and operational requirements necessary to form a new public agency. Over the past year, staff have evaluated each component of this process to identify opportunities for improved efficiency and coordination.

The purpose of this report is to present the requested information to assist the Board in evaluating the structure, staffing, and future direction of the STA and SCLTC. By outlining current funding constraints, operational challenges, and potential organizational options, staff aims to provide a comprehensive foundation for discussion and to support the Board in determining the most effective path forward for continued program delivery and agency efficiency.

The discussion points included in the report are:

- A. **Organizational Evaluation** – Provide an overview of the advantages and disadvantages of dissolving the STA, along with potential options for a successor agency.
- B. **Operational Streamlining** – Outline additional opportunities for efficiency, such as consolidating legal counsel for both the LTC and STA and preparing a single agenda for both entities.
- C. **Governance Flexibility** – Clarify that, should the Board of Supervisors choose to withdraw from the STA JPA, the decision may be rescinded during the notice period.
- D. **Program Operations** – Clarify current program responsibilities and staffing levels.
- E. **Funding Structure Overview** - Identify current funding streams that support staffing versus those restricted to programs or services, highlight funds at risk of reversion if unspent, and note programs currently inactive due to staffing limitations.
- F. **Grant Opportunities** – Identify potential grant or funding sources that are not currently being pursued due to limited staffing capacity.
- G. **Staffing Needs and Funding** – Explain the need for additional staffing, including justification and potential funding sources to support added positions.

The sections that follow address each of the requested items. The report begins with an organizational evaluation, focusing on the pros and cons of dissolving the STA and options for a successor agency.

A. Organizational Evaluation

When the Siskiyou Transportation Agency (STA) was formed as a new public agency, it assumed all the responsibilities and requirements that accompany a public entity. These include preparing agendas and minutes for meetings, ensuring public participation in decision-making, complying with open meeting laws, and maintaining appropriate records and transparency consistent with state and local regulations.

When STAGE was under the County's operation the following processes were in place:

- County was the governing body for all grant applications.
- All agenda items (contracts, budgets, position changes, purchases of fixed assets) were submitted to the Board of Supervisors for approval.
 - o Agenda items followed the County's agenda review and approval processes.
- County Clerk's office was responsible for compilation of agenda packets, preparing minutes, and obtaining signatures on resolutions/contracts.
- STAGE operated under the County's policies and procedures.

With the formation of the STA as a separate public agency, responsibility for many of these tasks shifted to the agency's staff.

Under the STA model, these are the current operational practices:

- STA is the governing body for all grant applications.
- All agenda items are drafted by the Transportation Services Manager or the Executive Director for consideration by the STA Board of Directors.
 - o This includes contracts, grant applications, budgets, and equipment purchases.
 - o Items requiring Auditor's Office or Counsel review still follow the established process of the County.
 - o Budgets are drafted and submitted (as required) to the County. They are brought to the next available Board of Directors meeting for final approval.
 - Resolutions for each budget are adopted documenting STA approval.
- Personnel requests are brought before the Board of Directors for review and approval prior to the request being submitted to County Personnel.
- The Executive Director is responsible for ensuring the STA's compliance with the Brown Act, including preparing and distributing agendas, maintaining accurate meeting minutes, providing public notice of meetings, facilitating public participation, and ensuring that all actions are conducted in an open and transparent manner.
- Policies and procedures still need to be drafted. Until those are finalized and approved STAGE continues to follow the County's policies as guidance.

Summary of Pros and Cons:**STA Model (City & County Representatives on Board)**

Pros:

- Encourages regional collaboration and shared decision-making.

- Ensures multiple jurisdictions have direct input into transit operations.
- Enhances transparency and public accountability.
- May improve access to diverse funding sources and grant opportunities.
- Provides broader stakeholder perspective for planning and service decisions.
- The combined STA and LTC meetings on the same day under a single, jointly posted agenda helps streamline the process and makes it easier for the public to access information and participate.
- Administrative costs have decreased from nearly \$50,000 in FY 2022/23 to \$30,250 in FY 2025/26 under the current structure. This reduction is due in part to all fiscal duties being managed by STAGE.

Cons:

- Requires additional administrative oversight.
 - Increased meeting and compliance requirements (Brown Act, public notices, etc.)
 - Potential for overlapping roles with existing commissions
-

County-Only Model (County as Sole Operator)**Pros:**

- Streamlines decision-making.
- Concentrates authority, making implementation potentially faster.
- Simplifies compliance with public agency requirements.

Cons:

- Limits direct input from cities or other local jurisdictions.
- Reduces regional collaboration and broader stakeholder perspective.
- May impact eligibility for certain funding sources or grants that favor multi-jurisdictional governance.
- Less transparent to partners outside the County.

There are transit-oriented, and transit-operator grants which explicitly favor collaborative, multi-jurisdictional governance or operations that span multiple local governments. Adoption of a multi-jurisdictional board structure may enhance eligibility competitiveness for these programs.

Alternative Models:**LTC Designated as STA Board**

In the absence of a designation of the Local Transportation Commission as the governing board for the Siskiyou Transportation Agency, the Commission does not have formal decision-making authority over the STA. Any actions or decisions related to the STA must be taken by the entity formally designated under the JPA.

Another model option would be for the STA Board to formally designate the Local Transportation Commission (LTC) as its board of directors. Under this approach, both agencies would continue to exist, but many of the administrative and governance responsibilities could be consolidated, reducing duplicative work for staff. This model maintains regional collaboration and multi-jurisdiction input while streamlining agenda preparation, meeting management, and compliance tasks. A comparable example is the Merced Council of Governments, where the transit JPA and

the transportation planning board are separate entities, but the transportation board serves as the governing board for both JPAs.

This model would require LTC to be formalized through a separate JPA with all member agencies.

County Resumes Operations

Another option would be for the County to assume sole operational authority over STAGE, returning to a single-entity model. This approach could streamline decision-making, reduce administrative complexity, and compliance responsibilities.

Other Member (non-County) Assumes Operations

A member agency, such as a city, could assume operational control of STAGE; however, there are currently no agreements in place to support this model. Implementing it would require memoranda of understanding (MOUs) between the County, cities, and other stakeholders, and could potentially result in multiple cities attempting to operate their own services, complicating coordination and service delivery.

B. Operational Streamlining

The following highlights key benefits of consolidating legal counsel and streamlining operational processes between the Transportation Commission and the Transportation Agency:

- A single legal counsel provides consistent guidance and reduces duplication of effort.
- One set of meeting minutes, rather than separate minutes for each agency.
- A combined agenda with clear identification of items specific to each agency.
- Elimination of the need to recess and reconvene meetings for separate agencies.
- Reduced administrative workload associated with record management.

As part of ongoing efforts to streamline operations, staff previously recommended—and the Board approved—an every-other-month meeting schedule in place of monthly meetings.

Overall, these streamlining measures enable the Commission and the STA to improve efficiency, strengthen program delivery, and ensure that available resources are used to their fullest potential.

C. Governance Flexibility

Should the Board of Supervisors decide, after initially filing a notice of withdrawal from the STA JPA, to rescind that notice, they are able to do so at any time prior to the effective date specified in the original notice. This provides the Board with flexibility to reconsider its decision while ensuring that the formal notice process and any required timelines are respected.

D. Program Operations

Siskiyou Transportation Agency

Role of Siskiyou Transportation Agency:

A transit operator is responsible for the day-to-day management and delivery of public transportation services within a defined service area. This includes planning routes and schedules,

maintaining and operating vehicles, hiring and supervising drivers, ensuring passenger safety, and managing fare collection and customer service. The operator also oversees compliance with state and federal transit regulations, manages grant funding, prepares required reports, and ensures that services meet community mobility needs. In smaller or rural systems, the transit operator often also handles contract management, grant administration, and coordination with local and regional planning agencies.

Siskiyou Transportation Agency's staffing currently consists of:

- Transportation Services Manager: Manages and oversees the daily functions and operations of public transit fixed route services including ongoing activities related to grant funding, budgets, and personnel.
- Transportation Services Coordinator: Supervises assigned personnel, oversees the required maintenance of STAGE vehicles, maintains various required records of agency.
- Staff Services Analyst II: Fiscal duties including invoices, purchase orders, deposits, ticket sales, payroll, and contracts.
- Fiscal Technician I: Perform a variety of technical financial and statistical record keeping work. (Position is currently vacant.)
- Bus Driver Trainees, Bus Driver I, Bus Driver II, Senior Bus Driver (Trainer)
- Mechanics (2)

STAGE does not have any programs that are in jeopardy due to lack of staff. However; there are other funding opportunities, such as the FTA Section 5310 that provides federal funding to improve mobility for older adults and people with disabilities, that have not been sought due to lack of capacity to apply and manage more programs.

Additionally, due to current staffing levels, the ability to engage with potential riders through public outreach at community events or formal marketing efforts is very limited. Such outreach is essential for increasing public awareness and, ultimately, ridership.

Local Transportation Commission

Role of the Transportation Commission:

The Regional Transportation Planning Agency (RTPA) is responsible for coordinating regional transportation planning, programming, and funding in rural areas. Serving as the regional forum for local agencies, Caltrans, and the public, the RTPA ensures that local, regional, and state priorities are aligned. Core responsibilities include developing the Regional Transportation Plan (RTP), administering the Overall Work Program (OWP), programming projects through the State and Regional Transportation Improvement Programs (STIP/RTIP), managing transportation funding, and supporting multimodal planning efforts.

The Commission also acts as the primary point of contact for state and federal transportation agencies, including Caltrans and the California Transportation Commission (CTC), to represent regional priorities and coordinate project delivery. In addition, some RTPAs provide technical assistance to local jurisdictions by supporting project identification, funding applications, and compliance with planning requirements, helping local agencies secure and manage transportation funding opportunities throughout the region. Currently the SCLTC assists local agencies with

complying with funding program requirements but has not been able to aid with many of the other items identified here.

The Regional Transportation Plan Update has been funded, but the project has not been started due to other priorities. The update was due in August 2025.

Current Staffing

The Local Transportation Commission is supported by a single full-time staff position responsible for all agency activities, including planning, program administration, grant writing, project management, reporting, and compliance. With no redundancy or cross-training, this position is at full capacity, limiting the ability to pursue additional funding opportunities and, in prior years, resulting in the loss of grant funds. This staffing model constrains the Commission's capacity to expand programs or support new regional initiatives.

E. Funding Structure Overview

STA/STAGE receives funds from various local, state programs, and one federal program. All funds received by STAGE can only be used for transit purposes.

Funding Source	Program Information	Purpose
Local Transportation Funds	Funds allocated by the LTC annually. Claims from cities and county support transit services.	Transit Expenses (No limitations)
Fare Revenue	Money collected from users of the transit system.	Transit Expenses (No limitations)
Advertising Revenue	STAGE has a contract for advertising on the buses and receives monthly payment from the vendor.	50% - Operations 50% - Vehicle Replacement
Federal Transit Administration Section 5311 Operating Assistance*	Funds can be used for operating assistance to support rural transit service.	Operational Costs (Salaries/Benefits, Maintenance, Fuel)
Low Carbon Transit Operations Program (LCTOP)	Supports new or expanded transit services, expanded intermodal transit facilities, with each project reducing greenhouse gas emissions.	Offset costs for approved projects, including staff costs.
State of Good Repair (SGR)	Project list must be approved annually. ** Transit operations, transit agency administration, and program management are not eligible expenses under this program.	Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities.
State Transit Assistance	Formula based State program allocated to eligible transit operators.	Transit Expenses (No limitations)

Senate Bill 125	Funds for approved programs such as Free Fare Days.	Approved projects.
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* These funds can be used for other purposes, but STAGE has historically used these to offset salaries/benefits for drivers, administration, and maintenance staff.

SCLTC receives funds from various local and state programs.

Funding Source	Program Information	Purpose
Local Transportation Funds	Funds allocated by the LTC annually to support administration of the program including the provisions of the Transportation Development Act. (PUC § 99233.1)	Program administration including staffing.
Overall Work Program Regional Planning Assistance	Annual allocation from State of California As of FY 2025/2026 allocated was increased to \$ 315,500.	Program administration including staff time for various projects included in the program.
	Total Funds Reverted to State Since FY 2017/18 = \$ 341,758.32 (Above amount is based on the annual allocation of \$ 230,000.)	
	Beginning in FY 2025/2026 the Commission's annual allocation was increased to \$ 315,500.	
Carbon Reduction Program	Annual Allocation Through 2026 (Expenditure deadline 9/30/2029)	Projects designed to reduce transportation-related CO ₂ .
	RTPA must program projects. Match Requirement of 11.47%.	Staff time for approved projects is eligible.
	\$ 82,403 lapsed on 9/30/2025 These are federal funds, which have significantly more complex requirements than local or state funding sources.	
Senate Bill 125 Administration	RTPA has specific requirements under this program that are reimbursed through the administration funds of \$ 56,770. Other projects that are funded have not been started due to capacity.	Staff time is an eligible expense.
Planning, Programming, and Monitoring	Pavement Management System - Consultant Contract - Annual Allocation of \$ 75,000 Fy 24/25 Allocation RTP Update (not started yet) FY 2024/25 through FY 2030/31 Each allocation has a 3-year deadline to expend funds.	Staff time is an eligible expense under this program.

While many of the Commission’s funding sources can be applied toward project-specific costs, effective use of those funds still depends on having adequate internal capacity to manage contracts, oversee project delivery, and ensure compliance with program requirements. Without sufficient staffing and administrative support, even well-funded projects can face delays or inefficiencies in implementation.

F. Grant Opportunities

The following represent just a few grant opportunities that have not yet been pursued. In addition to these there are additional funding sources that could support a wide range of improvements, from active transportation projects to zero-emissions readiness initiatives.

Rural and Tribal Assistance Pilot Program

The RTA Program provides funding for planning and design phase activities for rural and tribal infrastructure projects. This program will award grants for either the hiring of staff or the procurement of expert firms to provide financial, technical, and legal assistance with project-related planning and design phase activities.

Reconnecting Communities

The RCP Program provides funding for two types of grants. Planning Grants fund the study of removing, retrofitting, or mitigating an existing facility to restore community connectivity; conduct public engagement, and other transportation planning activities. Capital Construction Grants are to carry out a project to remove, retrofit, mitigate, or replace an existing eligible facility with a new facility that reconnects communities.

Sustainable Communities Competitive Grant

Funds local and regional multimodal transportation and land use planning projects that further the region’s RTP SCS/APS (where applicable), contribute to the State’s GHG reduction targets, address the needs of under-resourced communities, and assist in achieving the Caltrans Mission.

Transit and Intercity Rail Capital Program

The Transit and Intercity Rail Capital Program (TIRCP) provides grants from the Greenhouse Gas Reduction Fund (GGRF) to fund transformative capital improvements that will modernize California’s intercity, commuter, and urban rail systems, and bus and ferry transit systems, to significantly reduce emissions of greenhouse gases, vehicle miles traveled, and congestion. Through the six cycles of TIRCP funding, the California State Transportation Agency (CalSTA) has awarded more than \$10 billion in funding to 132 projects throughout the state.

This program is highly competitive but other north state agencies, including Shasta Regional Transportation Agency, have been successful with grant applications to expand transit services in the north state.

G. Staffing Needs and Funding

As detailed in the Funding Structure Overview, various funding sources support operations including staff costs.

The additional position that has been requested is for the Transportation Commission's programs and responsibilities. While this position could provide support for STAGE as needed, its primary focus would be on the LTC program, covering all fiscal responsibilities, grant reporting, and a range of other duties in the attached duties chart. Currently, no other staff member is cross trained in the Commission's operations, state requirements, or program administration, underscoring the critical need for this role.

The attached Executive Director Duties chart provides a comprehensive list of responsibilities and duties for the Commission's programs. Initially, a new hire would focus on learning the various programs under the Commission's umbrella, including numerous tasks that occur on a recurring cycle, and would later expand to identify and pursue additional grant opportunities that benefit the region or specific areas within it.

Historically, the Commission has been staffed by County employees who also managed responsibilities in other departments. The creation of a full-time position marked a significant step toward stabilizing the program. This request continues that progress by adding a support staff position to strengthen regional planning efforts, enhance collaboration with local and state agencies, and ensure succession planning for the long-term success of the Commission.

Staff Responsibilities & Duties

This is a comprehensive list of all duties currently covered by the Commission's Executive Director.

This document shows how the duties of the Commission would be adjusted if a support staff position were to be approved.

Website and Social Media Management

Executive Director manages the Commission's website and social media including:

Task	Primary	Backup
Upload and update documents as necessary	SSA	ED
Create events (meetings, public workshops)	SSA	ED
Create announcement posts for projects	SSA	ED
Blog posts about various Commission activities to encourage public participation.	ED	SSA
Upload all agendas and minutes	SSA	ED
Update Commissioner Data (when necessary)	SSA	ED
Upload RFP/RFB opportunities to website	SSA	ED
Upload Q&A responses during Q&A period on each RFP/RFB.	SSA	ED
Develop and schedule all social media posts for upcoming meetings or other events.	SSA	ED

Governance Duties

Task	Primary	Backup
Prepare all agenda worksheets for SSTAC, SCLTC, and some STA		
Writing agenda summaries	ED	
Draft resolutions	ED	
Organize agenda	ED	
Post agenda	SSA	ED
After meetings assign resolution number, update voting information in resolutions, send documents to Chair for signature.	SSA	ED
Distribute executed documents to appropriate recipients. (i.e., contracts, resolutions)	SSA	ED
Draft minutes for each meeting (LTC and STA)	SSA	ED
Maintain all governance documents including bylaws and policies or procedures.	SSA	ED
Draft Title VI Program updates, obtain Commission approval, submit to State, and post to website. (Updates as needed or every three years.)	SSA/ED	

Staff Responsibilities & Duties

Master Fund Transfer Agreement (Every 20 years) • Review proposed changes and seek Commission approval.	ED	
Manage SCLTC Committee Appointments • Conduct outreach to recruit new representatives for SSTAC	ED	

Financial Duties

The Executive Director handles all financial duties of the Commission. The only support received from STA staff is to enter LTC invoices into the financial system for the Executive Director to approve.

Task	Primary	Backup
Negotiation of all contracts for Commission projects.	ED	
Draft all contracts for review by legal and contractor.		SSA
Process and approve all LTC invoices.		SSA
Annual budget development and monthly monitoring.	ED	
Prepare or process all budget appropriations or transfers as needed.		SSA
Grant monitoring, tracking, and invoicing.		
Track each expense to maintain accurate balances for grant.	SSA	ED for All
Track each expense to maintain accurate balances for grant.	SSA	
Reconcile LTC expense tracking to Banner.	SSA	
Draft invoices with appropriate documentation for submission to state.	SSA	
Draft reports as required by grant program and submit them to State.	SSA	
Write grant applications to secure additional funding for regional projects.	SSA	ED
Monthly reconciliation between Banner and Commission's financial records.	SSA	ED
Tracking State revenues (pursuant to TDA) and allocation to approved claimants including State of Good Repair, Local Transportation Funds, and State Transit Assistance.	ED	SSA
Review and monitor encumbrances throughout the year.	SSA	ED
Submit request to close report at end of fiscal year.	SSA	ED
Submit request for new encumbrances for each contract at beginning of each fiscal year.	SSA	ED
Prepare and submit contract accounting changes when necessary.	SSA	ED
Prepare all claims for Commission work.		
RSTP reimbursement requests	ED – Approve 1 st SSA – Process Items	
Mileage Claims for Commissioners		
Annual Audits (LTC) (TDA Requirement)		

Staff Responsibilities & Duties

Coordinate year-end adjustments with Auditor's office prior to the auditor beginning work on the annual audit.	ED	SSA
Run reports for outside auditors for preparation of required TDA audits each fiscal year.	SSA	ED
Review draft and final audit reports.	ED	
File with State and Caltrans.	SSA	ED
Manage Commission's various insurance policies.		
Review and approve all invoices.	SSA – Process Invoices	
Update application documents when necessary.	ED – Manage policies	

Funding Program Specific Duties:

Task	Primary	Backup
Regional Surface Transportation Program		
Obtain approval of annual agreement by Commission.	ED	
Submit agreement and annual report to State.	ED	SSA
Submit invoices to State to obtain funding.	SSA	ED
Conduct call for projects.	ED	
Compile project submissions for inclusion in Commission's agenda.	ED	
Once funding has been awarded, prepare exchange agreements and distribute to local agencies for approval by their governing body.	SSA	ED
Process invoices from local agencies to reimburse for approved projects.	SSA	ED
Follow up with agencies on progress of projects.	ED	
Track all receipts and allocations.	SSA	ED
Overall Work Program		
Annual development of new program of projects	ED	
Quarterly Invoicing to State	SSA	ED
Prepare final year end invoice and close out report.	SSA	ED
Draft any administrative amendments throughout the year for approval by Caltrans.	ED	SSA
If carryover funds remain then prepare amendment to incorporate those into following year's program.	ED	
SB 125 Administration (New Program Added in 2024)		
Develop and issue RFP's, respond to questions, review proposals, and negotiate contracts.	ED	SSA

Staff Responsibilities & Duties

Upon award of contract attend project meetings (every two weeks or monthly).	ED	
Track all expenditures	SSA	ED
Draft and submit required reporting to State.	SSA	ED
Development of long-term financial plan (due 2026)	ED	
Develop subsequent funding project packages for submission to CalSTA.	ED	
Local Transportation Funds (TDA Requirement):	Primary	Backup
Coordinate with the Auditor-Controller's office for annual estimate and account balances.	ED	
Prepare the LTF allocation plan for approval by Commission.	ED	
Prepare claims and distribute them to all local agencies for approval.	SSA	ED
Follow-up with agencies as necessary on approval of claims.	ED	SSA
After return of approved claims by local agencies update tracking file.	SSA	ED
Prepare allocation instructions and submit package to the Auditor-Controller's office.	ED	
Track allocations to claimants and determine if amended claims are necessary.	ED	SSA
Planning, Programming, and Monitoring (PPM) Funding: (New funding that began in FY 2024/2025)		
Prepare allocation requests to CTC (annually).	ED	
Process agreement for funding.	ED	
Track expenses on each cycle of funding (24/25 Allocation, 25/26 Allocation).	SSA	ED
RFP Process (If contract is not already in place).	ED	
Implement proposed project under funding program.	ED	
Coordinate annual kickoff meeting w/consultant and included agencies.	ED	
Review draft reports for each agency (each year).	ED	

Regional Transportation Improvement Program:

This program of projects is developed every two years. Ongoing monitoring occurs throughout each year of the program.

Task	Primary	Backup
Develop the proposed program of projects.	ED	
Evaluate available funding for future programming.	ED	
Coordinate with local agencies on extension requests (time extensions or allocation extensions) throughout the year.	ED	SSA
Review requests from local agencies for RTPA concurrence (requires approval and signature from the Commission).	ED	

Staff Responsibilities & Duties

Update project submission forms each cycle.	SSA	ED
Draft final RTIP for consideration and approval by Commission.	ED	
Submit final RTIP packet and required documents to Caltrans/CTC every other year.	ED	
Respond to any inquiries from CT/CTC staff on proposed programming.	ED	
Attend various stakeholder meetings/workshops related to program.	ED	
Coordinate quarterly project reviews with local agencies.	ED	
Coordinate and attend meeting of Technical Advisory Committee to review proposed program of projects.	ED	

Regional Coordination

The Executive Director is the primary point of contact for any State agency or program as it relates to transportation within our region. The Executive Director frequently receives inquiries from various state contacts requesting assistance with obtaining information or confirming local contacts.

Task	Primary	Backup
Attend Rural Counties Task Force Meetings held six times each year.	ED	
Attend North State Super Region Meetings (two or three times each year).	ED	
Attend Regional Transportation Planning Agency meetings (held the day before each CTC regular meeting).	ED	
Virtually attend California Transportation Commission meetings to hear updates on various policies and funding programs.	ED	SSA
Coordinate with local agency if attendees are needed to appear at CTC meetings when requested by Caltrans HQ.	ED	
Assist local agencies with coordination between Caltrans D2, Caltrans HQ, and CTC staff on projects.	ED	
Attend Caltrans Project Development Team meetings.	ED	
Attend meetings with local agencies and state representatives to assist with coordination on projects or programs.	ED	
Attend League of Local Agencies meetings to provide updates to elected officials on programs and projects.	ED	
Attend City Council meetings to provide updates on programs and/or projects.	ED	
Attend Caltrans project open house events.	ED	SSA
Coordinate with local agencies to avoid the loss of funds from various programs.	ED	

Staff Responsibilities & Duties

Review draft Transportation Concept Reports from Caltrans.	ED	
Review proposed local projects (Local Development Reviews) from Caltrans.	ED	
Siskiyou County General Plan Technical Advisory Committee Stakeholder - Review various elements related to transportation infrastructure.	ED	
Participate in other transportation related coordination efforts such as the South Siskiyou Sustainable Recreation Plan.	ED	
Attend Caltrans' Local Public Agency Forum (twice per year).	ED	
Attend Local Assistance Day Webinars to get updates on various programs from federal and state agencies.	ED	
Coordinate program training by Caltrans for local agency staff.	ED	

Unmet Transit Needs (TDA Requirement):

Task	Primary	Backup
Schedule Annual Public Hearing	ED	
Draft annual public hearing notices (display ads and legal notices) and distribute them to newspapers or other media outlets.	SSA	
Draft social media notices regarding public hearing.	SSA	
Research feasibility of each request in consultation with STAGE.	ED	
Attend SSTAC meeting and present findings to Council.	ED	
Draft resolution with findings for Commission approval.	ED	
Process advertising invoices.	SSA	
Prepare annual unmet transit needs finding packet for State.	SSA	

Transit Planning:

Task	Primary	Backup
Attend various events (i.e., California Transit Association conference) to learn about new trends, challenges, and innovative solutions.	ED	
Coordination efforts on North State Express effort.	ED	
Coordination with Oregon Department of Transportation on intercity bus service across state lines.	ED	

Staff Responsibilities & Duties

Project Specific Tasks:

Task	Primary	Backup
Draft Request for Proposals for specific project.	SSA	ED
Prepare responses to questions on RFP including tracking questions received.	ED	SSA
Review each proposal received, coordinate and conduct interviews if necessary.	ED	
Distribute notices to firms after selection process is complete.	SSA	
Negotiate contract with selected firm.	ED	
Project management through contract.	ED	
Process contractor invoices for projects.	SSA	ED
Review draft and final plans related to project (when applicable).	ED	
Prepare CEQA filings including submitting to Clerk and State Clearinghouse.	ED	SSA

Current Projects In Process:

- Coordinated Plan Update
- Evacuation and Preparedness Plan Development
- STAGE Website Design (Contract Award at August 2025 meeting)
- Free Fare Days

Projects Not Started Yet:

- RTP Update
- Operational Improvements Model Review – STAGE
- Zero Emissions Strategy Plan - STAGE

Required Plans:

Task	Primary	Backup
Regional Transportation Plan • Must be updated every four years. • Federal and State laws require the RTPA to prepare RTP.	ED	
Coordinated Transportation Plan – Must be updated every four to five years. • Regions must have an adopted CHSTP to be eligible to receive certain Federal Transit Administration (FTA) funds, including Section 5310.	ED	
Title VI Non-Discrimination Program & Public Participation Plan • Per FTA Circular 4702.1B, recipients of FTA funds must have an up-to-date Title VI Program on file with FTA every 3 years (or as requested).	SSA – Prepare draft updates for ED review.	

Date: November 18, 2025

Agenda Item: 11

Subject: Setting additional meeting date prior to the end of calendar year 2025.

Past Action:

The Commission and Board previously rescheduled the December 2025 meeting to November 18, 2025.

Summary of Item:

Due to the recently approved addition of various projects to the Overall Work Program there are contracts that staff were unable to get finalized prior to the deadline for the November 18th meeting.

Since the next regular meeting of the Commission/Board is not scheduled until February staff is requesting a special meeting to be held prior to the end of calendar year 2025.

Recommended Action:

Discussion and direction regarding setting a special meeting date prior to the end of 2025.

Attachments (0)

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 12

Subject: Closed Session

Past Action:

None

Summary of Item:

It is the intent of the Commission to meet in closed session to discuss the following items:

THREAT TO PUBLIC SERVICES OR FACILITIES (§ 54957(a)): Consultation with: Dana Barton and Jeff Collins

Date: November 18, 2025

Agenda Item: 13

Subject: Report on Closed Session

Summary of Item:

Following the Closed Session, staff and/or Legal Counsel will provide a report on any reportable actions taken by the Commission, consistent with Government Code Section 54957.1. If no reportable action is taken, that will be stated for the record.

Agenda Worksheet

Siskiyou County Local Transportation Commission Siskiyou Transportation Agency

Date: November 18, 2025

Agenda Item: 14 A/B/C

Subject: Other Business

Past Action:

N/A

Summary of Item:

- A. Executive Director – Other updates for the Board or Commission.
- B. Other Business - Other topics from the Board that do not require a formal agenda item.
- C. Next regular meeting – Date to be determined.

Financial Impact: Yes ☐ No ☒

Recommended Action:

Adjourn meeting following any discussion.

Attachments (0)