



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



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

Minutes of the special meeting of the Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency held on November 18, 2025.

The Siskiyou County Local Transportation Commission special meeting of November 18, 2025, was called to order by Chair Kobseff at 2:00 PM at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Michael N Kobseff
Mercedes Garcia (Alternate)
Nancy Ogren

Matthew Bryan
Cliff Munson
Ed Valenzuela

Commissioners absent from the meeting:

Pat Vela

Jess Harris (Alternate)

Other Staff Present In-Person:

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

The agenda items included:

- 1) Roll Call – Chair Kobseff called the meeting to order at 2:00 PM.
Commissioners present in-person included Bryan, Garcia, Kobseff, Munson, Ogren, and Valenzuela.
- 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 October 1, 2025, to October 31, 2025, for:
 1. Local Transportation Commission (Fund: 2505)



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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.

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

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

Motion passed unanimously.

5) Discussion/Action – Social Services Transportation Advisory Council Appointment

The Executive Director provided a summary of the item, which included an application for the Council from Karen Bleich. Upon review of the current SSTAC appointments the Executive Director contacted the applicant about term options, and she agreed to a 2-year term.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Bryan to appoint Karmen Bleich to a two-year term ending on November 18, 2027, as a representative of a local social service provider for seniors.

Ayes: Bryan, Garcia, Kobseff, Munson, Ogren, and Valenzuela



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Noes: None
Absent: Vela
Abstain: None

Motion passed unanimously.

6) Discussion/Action – Siskiyou County 2026 Regional Transportation Improvement Program (RTIP)

The Executive Director provided an overview of the draft 2026 RTIP including the coordination with local partners, evaluation of pending and requested projects, available funding, and discussion regarding continued use of STIP funds for the pavement management system. She gave thanks to the local partners within the region (city and County) for their time throughout the development of the proposed program. She also expressed gratitude to Nicole Fortner and Jessica Pecha with Caltrans (District 2) for taking time to travel to each jurisdiction and meet with them individually.

A motion was made by Commissioner Munson and seconded by Commissioner Ogren to adopt the 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), and authorize the Executive Director to make any non-substantial changes as requested by CTC.

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

Motion passed unanimously.

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

The Executive Director explained that for the current fiscal year there is approximately \$ 300 remaining in the contract between the Commission and Kenny & Norine, which doesn't expire until June 30, 2026.



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Chief Deputy County Counsel clarified that County Counsel has served as legal counsel to the Commission in the past. The Board of Supervisors previously authorized County Counsel to serve as counsel for the special districts.

Commissioner Bryan voiced support of consolidating counsels due to increased efficiency and reduced costs. Commissioner Munson also expressed support for using in-house services including reimbursement to the County.

Staff was asked to bring back an agenda item at the next meeting to designate County Counsel as legal counsel for the Commission.

Commissioner Munson asked for information on costs for County Counsel to provide the services. The Executive Director also mentioned that if their time is billed in the current year for the services those costs can be recouped through various grants.

A motion was made by Commissioner Bryan and seconded by Commissioner Ogren to issue a 30-day notice of cancellation of the professional services retention agreement between the Commission and Kenny & Norine pursuant to section 16 of the agreement.

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

Motion passed unanimously.

Chair Kobseff adjourned the meeting of the Siskiyou County Local Transportation Commission and reconvened as the Siskiyou Transportation Agency at 2:22 p.m.

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

8) Public Comment - None

9) Consent Agenda Action Items



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Regular Informational Items

- E. Executive Director Report – Staff report on activities, reporting, and other projects including the latest ridership report.
- F. STAGE Staff Report – Staff report on activities, reporting, and other projects including the latest ridership report.

Consent Agenda Action Items

- G. Approval of the minutes of the regular meeting on October 14, 2025.

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

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

Motion passed unanimously.

10) Discussion – Dissolution of Siskiyou Transportation Agency

The Executive Director advised the Board that a summary of the items that staff were requested to bring back is included in the staff report enclosed in the agenda packet.

At the Board's request the Executive Director went through the staff report starting with the Organizational Evaluation including the formation and the initial steps following the final approval on December 3, 2024, how STAGE operated under the County model versus now, and the various pros and cons to each model. One of the pros is that a multi-jurisdictional governing body may be more competitive when seeking grants. Part of the research conducted was submitting public records act requests to the State Controller's Office and the Secretary of State to obtain any formation documents submitted. Prior research was conducted by the County Clerk's office on any county records documenting the formation of the LTC.

The Executive Director advised that one of the alternative models would be to formalize the LTC as a JPA, following the same process used to establish the



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Siskiyou Transportation Agency (STA), and then modify the STA's JPA to designate the Commission as the Board of Directors. This would essentially create one body that is the Board for both entities. The agenda would still have all items with the meeting flowing consecutively. The other models included in the staff report were also reviewed and discussed including returning to the County overseeing STAGE and another non-County member assumed the operations.

Commissioner Kobseff voiced disagreement with the characterization that cities had limited input under the County model. The Executive Director attempted to clarify the difference between the Commission voting as the RTPA versus transit operator action items as it related to city representatives.

Commissioner Bryan shared his view which is that the vote was indirect versus direct in a legal sense. He feels anything that leads to further collaboration and wants the cities to have a stronger voice.

Additional discussion followed between the Commissioners on the matter of governance and representation and efficiencies. Many of the County representatives have cities located within their districts. There was additional discussion regarding the cities being more vocal and more engaged.

A few Commissioners shared that they thought they were going to be one agency and break away from the County, but that did not occur. Commissioner Bryan asked for clarification on what prevented the separation from the County. The Executive Director advised that it was more than just staffing. As an example, the transit center is co-owned so how that would look with IT services, etc.

Commissioner Bryan asked the County Supervisors what it was that disappointed them with the current operation. Commissioner Kobseff stated they thought they were going to one entity. They are now in the County, plus the new one that has created redundancies.

Commissioner Bryan asked if there was a way to make the LTC and STA one agency. Ms. Barton responded to the question posed by Commissioner Bryan. The LTC can serve as the Transit Operator if it is authorized in the formation documents of the LTC.

Ms. Barton and the Executive Director to discuss recreating LTC's formation documents. They had to exist at some point for the State Controller's Office to



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recognize the LTC. The language could be added to designate LTC as the transit operator. The city representation would also be addressed within the document.

The Executive Director clarified that this would require a new JPA formalizing the LTC and modification of the existing STA JPA to designate the Board of Directors as the LTC.

Commissioner Munson asked if there were other existing special districts that could potentially be consolidated with the STA JPA. Staff were not aware of any other existing special districts that could be combined.

Following a comprehensive discussion staff were asked to have a draft for review by the Board at the next meeting. The Executive Director and Ms. Barton confirmed they would work on drafting the documents for the next agenda.

Commissioner Bryan suggested the employees acting ex officio be defined up front in the draft documents so there are no surprises.

The Executive Director also addressed the request for the additional position. She clarified that the requested position would be to support the LTC not the JPA. There was additional discussion regarding the funds that reverted to the state and the 2026/2027 Regional Planning Assistance allocations, which will remain at \$ 315,500.

The Executive Director summarized that the direction to staff is to draft a JPA forming the LTC, draft a revision to the STA JPA designating the LTC as the Board of Directors, and adding language defining the employee relationship (acting ex officio) between the JPA's and the County.

Ms. Barton also clarified during the discussion on Agenda Item 11 regarding this item that the LTC would have a new JPA formation document, the STA JPA would be amended to authorize LTC to serve as the transportation agency. Under this model it would require the Board of Supervisors to rescind their withdrawal from the agency. Under this model we would still need the STA JPA in existence. Commissioner Kobseff asked Ms. Barton to notify the County Administrator about the direction from the LTC and STA to explore this option as a revamp of the current structure.

11) Discussion/Possible Action – Setting Additional Meeting Date in 2025



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The Commission discussed the scheduling of upcoming meetings. Staff noted that the December regular meeting had previously been rescheduled to November 18, resulting in the next regular meeting not occurring until February. Staff further reported that several business items, including a required public hearing, would need Commission action before that time.

Discussion occurred among Commissioners and staff regarding availability for an additional meeting in December, no earlier than December 15. Commissioners also discussed the possibility of holding a meeting in January; however, it was noted that a January date would be too soon for review by Commissioners. Following discussion, the Commission agreed to hold a special meeting on December 18 at 9:00 a.m. and to proceed with the next regular meeting in February.

- 12) Closed Session – Conference with legal counsel, threat to public services of facilities pursuant to Government Code §54957(a) commenced at 3:09 p.m.

13) Report on Closed Session

Chief Deputy County Counsel Dana Barton announced the following reportable action taken following the completion of closed session.

With regard to item 12, Conference with legal counsel, threat to public services of facilities pursuant to Government Code §54957(a), Ms. Barton advised that the Commission unanimously approved amending the budget to add \$ 41,567 to professional services and \$ 25,000 to Special Departmental.

14) Other Business (This item was heard prior to closed session.)

A. Executive Director

- McCloud Roundabout/State Route 89 – The letter voicing the Commission's concerns regarding the proposed roundabout was sent to Dave Moore, District 2's Director. He contacted the Executive Director to advise that his staff would come back and present to the Commission prior to any further public outreach on the project. It has been tentatively scheduled for them to present at the April 2026 Commission meeting. Kerry Molz also contacted the Executive Director to clarify that the



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roundabout is listed as the programmable alternative, which allows them to request the maximum amount. The roundabout is not the selected alternative currently. That decision will not be finalized until additional outreach has been completed.

- STAGE's new service truck came in at about \$ 10,000 under the allocated budget.
- Staff provided a preview of the homepage design of STAGE's new website.
- Angie and Andy are also working on the contactless fare payment and GTFS real-time upgrades.

15) Chair Kobseff adjourned the meeting at 3:40 p.m.