



## **Agenda**

### **Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency**

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



Jointly Approved on February 10, 2026

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

The Siskiyou County Local Transportation Commission (SCLTC) and Siskiyou Transportation Agency (STA) special meeting of December 18, 2025, was called to order by Chair Kobseff at 9:00 AM at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

**Commissioners in attendance included:**

Michael N Kobseff

Matthew Bryan

Pat Vela

Cliff Munson (Joined at 9:59 a.m.)

Nancy Ogren

Ed Valenzuela

**Commissioners absent from the meeting:**

Mercedes Garcia (Alternate)

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**



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- A. Fiscal Reporting - Reports of Expenditures and Revenues from Reports of Expenditures and Revenues from November 1, 2025, to November 30, 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. Approve contract with Vestra Resources, Inc. for address and roads data maintenance, in an amount not to exceed \$ 25,000, for the term December 19, 2025, through June 30, 2026.
- D. Adopt resolution authorizing a contribution of \$ 288.00 of Regional Surface Transportation Program funding to the ongoing California Statewide Local Streets and Roads Needs Assessment efforts and authorize the Executive Director to submit the letter to Caltrans to reduce the region's allocation.
- E. Adopt resolution amending STAGE's FY 2025/2026 State Transit Assistance claim and authorize the Executive Director to adjust the FY 2025/2026 budget.

#### STA Regular Informational Items

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

#### Joint Consent Agenda Items (Action by LTC and STA)

- H. Approval of the minutes of the special meeting of November 18, 2025.



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Action: SCLTC and STA

A joint motion was made by Commissioner Ogren and seconded by Commissioner Valenzuela to approve the consent agenda items of both entities as presented.

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

Motion passed unanimously.

#### 5) Public Hearings (Public hearing protocol) (LTC)

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

Justine Marmesh, Senior Transportation Planner, with LSC Transportation Consultants presented a brief overview of the project, the process used in developing the plan, and the proposed strategies. Following discussion and feedback with the Commission Ms. Marmesh was asked to modify the proposed strategy regarding maintaining existing transit services to include increasing efficiencies and expanding where feasible. The Commission also requested that a strategy be added that supports active transportation projects and the connectivity with transit services.

Action: SCLTC Only

A motion was made by Commissioner Ogren and seconded by Commissioner Bryan to adopt the 2025 Siskiyou County Coordinated Public Transit – Human Services Transportation Plan, determine the plan exempt from CEQA under Sections 21080.20, 15262, and 15061(b)(3) of the CEQA Guidelines, and direct staff to file a Notice of Exemption with the Siskiyou County Clerk and the California State Clearinghouse.

Ayes: Bryan, Kobseff, Ogren, Valenzuela, and Vela



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Noes:            None  
Absent:        Munson  
Abstain:       None

Motion passed unanimously.

#### 6) Discussion/Action (LTC) - Appointment of Legal Counsel for the Commission

The notice of termination was issued to Kenny & Norine as requested by the Commission. This item was to discuss regarding appointment of Legal Counsel for the Commission.

Following discussion on the item staff was asked to discuss with the new County Counsel following his arrival in January and bring this item back at the next meeting.

No action taken. This item is continued until the next meeting.

#### 7) Discussion/Action (LTC) – Draft Joint Power Agreement formally creating the Siskiyou County Local Transportation Commission and discussion regarding transition of staff from County employment.

The draft joint powers agreement forming the local transportation commission was presented for review and comment.

- There is no term since the LTC is required by statute and would continue operating.
- The language regarding staffing remains the same since the potential change in how staffing is provided came up following the last meeting.
- The document contains many of the same components of the Siskiyou Transportation Agency.

Chair Kobseff stated he was advised that the County has staff, as well as union experience, with the process of transitioning staff so it won't disrupt employment and his understanding is that it is a fairly benign process. He also said there is staff in place to help with the process.



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The Executive Director addresses the need for the governance structure before any transition, plus the various issues that will need to be addressed including essential services such as IT, insurance coverage, and infrastructure.

Commissioner Bryan shares he is in favor of separating from the County but feels the governance structure should be in place as a first step. He asks about the necessary process to finalize the LTC JPA. Additional discussion followed regarding the draft LTC JPA versus the STA JPA amendment (Agenda Item 8) that designates the LTC as the Board of Directors of STA.

Commissioner Kobseff stresses to employees that this will not cause disruption to their employment. Commissioner Bryan clarifies that the employee issue won't be addressed until the governance structure is in place. Additional discussion continued between various commissioners relating to this topic.

The Executive Director shared that Siskiyou County's situation differs from other agencies that have made similar transitions because they (STAGE) run in-house transit services. All Federal Transit Administration (FTA) requirements will need to be in place.

Ms. Barton provides clarification on the language currently in the JPA about the County providing the staffing and that they (STA) can hire their own staff.

Commissioner Kobseff suggests giving each member an opportunity to review the drafts with their respective agencies. The item will be brought back to the next meeting for the final review. The document will then be distributed to each member agency for review and comment.

Comments from Commissioners on the drafts are due by the end of January.

No action taken. The item was continued until the next meeting.

- 8) Discussion/Action (STA) – Draft first amendment of the Siskiyou Transportation Agency Joint Powers Agreement and discussion regarding transition of staff from County employment.

There was no additional discussion on this matter. It was also continued to the next meeting with comments on the draft due by the end of January.



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No action taken. The item was continued until the next meeting.

9) Other Business

A. Executive Director – Other Updates

The Clerk's Office contacted the Executive Director about upcoming appointments at the January LOLA meeting.

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

Commissioner Kobseff asked staff about the ridership with the \$1 fare program.

The Commission requested a more detailed presentation on ridership and ongoing projects at the next meeting.

Commissioner Munson joined the meeting during this item.

C. Next Regular Meeting – February 10, 2026 at 10:30 a.m.

10) Chair Kobseff adjourned the meeting at 10:00 a.m.