



**Joint Meeting of the
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency**



**June 9, 2026 REGULAR MEETING AGENDA
Start Time: 10:30 a.m.**

Location

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

Remote Participation

The Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency offer teleconference participation via Zoom, or similar technology, as a courtesy to the public. Members of the public have the option and right to attend the meeting in person. If no Commissioner is participating remotely and a technical issue, outage, or disruptive conduct occurs that cannot be reasonably addressed, the Commission reserves the right to discontinue remote access and continue the meeting.

Conference Call-In Number: (669) 444-9171

Zoom Meeting ID: 813 0673 8762

Join Zoom Meeting: <https://us06web.zoom.us/j/81306738762>

Location

This agenda was posted in accordance with the Ralph M. Brown Act. A printed agenda packet will be available for public review by 5:00 p.m. on the Friday before the meeting at the Siskiyou County Transit Center and online at: <https://siskiyoucoltc.org/docs-category/meeting-agenda/>

Meeting Procedures

The Commission may act as the Siskiyou County Local Transportation Commission (LTC) or the Siskiyou Transportation Agency (STA), as applicable to the agenda item under consideration, without separate announcements or transitions during the meeting.

Public Participation and Accommodations

Public participation is encouraged. In compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act, if you require a disability-related accommodation, interpreter, or other assistance to participate in this meeting, please contact Planning Staff at (530) 841-2100 at least 48 hours prior to the meeting so arrangements can be made.

Board of Supervisors Representatives

Ed Valenzuela, Vice Chair 2026 (District 2)
Michael Kobseff, (District 3)
Nancy Ogren, (District 4)
Jess Harris, Alternate (District 1)

Incorporated Cities Representatives

Cliff Munson, Chair 2026 (City of Etna)
Matthew Bryan, (City of Dunsmuir)
Pat Vela, (City of Montague)
Ken Palfini, Alternate (City of Weed)

The Agenda is as follows:

- 1) 10:30 AM – Pledge of Allegiance (LTC/STA)
- 2) Roll Call (LTC/STA)
- 3) Presentations from the Public (LTC/STA)

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/Board, please state your name for the record prior to providing your comments. Please address the Commission/Board, as a whole, through the Chair. Comments should be limited to matters within the jurisdiction of the Commission/Board.

4) Consent Calendar (LTC/STA)

Fiscal and Administrative Items

A. Report of Revenues and Expenditures from April 1 – April 30, 2026:

- 1) Fund: 2505 - Local Transportation Administration
- 2) Fund: 2506 - Overall Work Program/Regional Transportation Planning
- 3) Fund: 2536 - Local Transportation Funds (LTF)
- 4) Fund: 2537 - Regional Surface Transportation Block Grant Program
- 5) Fund: 2538 - State Transit Assistance (STA)
- 6) Fund: 2546 - SB 125 TIRCP/General Fund
- 7) Fund: 2547 - SB 125 Greenhouse Gas Reduction Fund
- 8) Fund: 2548 - SB 125 Public Transit Account

B. Minute Approval

- 1) Regular Meeting of April 14, 2026
- 2) Special Meeting of May 12, 2026

Recommended Action: Approve Consent Calendar.

5) Public Hearing (LTC)

Final Draft Siskiyou County Evacuation and Preparedness Plan

Public hearing and presentation regarding the Final Draft Siskiyou County Evacuation and Preparedness Plan, including project findings, evacuation planning strategies, transportation coordination, emergency preparedness recommendations, and implementation considerations.

Public Hearing Procedure:

- A. Chair opens public hearing
- B. Staff introduction
- C. Consultant presentation
- D. Commissioner clarifying questions
- E. Public testimony
- F. Chair closes public hearing
- G. Commission discussion
- H. Motion/action

Recommended Action:

Adopt Resolution No. 26-12 approving the Final Draft Siskiyou County Evacuation and Preparedness Plan.

6) Staff Report (STA)
STAGE Management Report on Transit Operations

Presentation by STAGE management staff regarding current transit operations, including ridership trends, fleet conditions, ongoing operational challenges, recent initiatives, service updates, and future planning efforts.

Recommended Action:

Receive presentation and provide direction to staff, as necessary.

7) Discussion/Action (LTC)
Audit & Financial Reporting Services Contract with Charles W. Pillon, CPA

Discussion and consideration of an agreement with Charles W. Pillon, CPA, for audit and financial reporting services. The agreement term is July 1, 2026, through June 30, 2029. The not-to-exceed amount is \$56,000 for the term of the agreement.

Recommended Action:

Approve the contract and authorize the Chair to execute the agreement.

8) Staff Report (LTC)
Staff Report on Draft Pavement Management Program Summary Reports

Presentation regarding the Siskiyou County Pavement Management Program update, including pavement condition information for Siskiyou County and the nine incorporated cities, deferred maintenance projections, recommended funding scenarios, and long-term roadway maintenance planning information.

Full copies of the reports are available for download at the SCLTC website:

<https://siskiyoucoltc.org/planning-documents/>

Recommended Action:

Receive presentation and provide direction to staff, as necessary.

9) Staff Report (STA)
Staff Report on Insurance Coverage for STAGE Buses/Operations

STAGE is currently a member of CalTIP and is insured through Alliant Insurance Services. The current name on the insurance coverage is "Siskiyou County" not Siskiyou Transportation Agency.

Recommended Action:

Receive update and provide direction to staff, as necessary.

10) Staff Report (LTC)
Request for Letter of Support for Josephine County Oregon FLAP Application – Greyback Road Corridor Resilience Project

The U.S. Department of Transportation, through FHWA (Federal Highway Administration) Central Federal Lands, requested a letter of support for Josephine County's Oregon

Federal Lands Access Program (FLAP) application associated with the Greyback Road (Happy Camp Road) corridor resilience project.

Recommended Action:

Authorize the Chair to sign a letter of support for Josephine County's Oregon FLAP Application – Greyback Road Corridor Resilience Project.

11) Staff Report (STA)

RFP #2025-004 – Zero Emissions Transit Strategy Plan – Consultant Selection

The STA conducted a Request for Proposal (RFP) #2025-004 seeking consulting services for preparation of the Zero Emissions Transit Strategy Plan. Staff determined that DKS Associates was the most qualified proposer and recommends selection of the firm as the preferred consultant for the project.

Recommended Action:

Approve selection of DKS Associates as the consultant in an amount not to exceed \$149,519; and authorize the Chair to execute the contract once finalized.

12) Staff Report (STA)

Possible dissolution of the STA JPA and organizational placement of S.T.A.G.E. operations within County government

The Commission has previously expressed a desire to dissolve the STA Joint Powers Authority and return to the prior governance structure. Staff believes the JPA structure adds administrative complexity while still relying heavily on County staffing, payroll, legal, insurance, and administrative systems, with limited demonstrated operational benefit. Staff recommends continuation of the existing Commission structure and dissolution of the STA JPA.

Recommended Action:

1. Provide direction regarding dissolution of the STA Joint Powers Authority; and
2. Provide direction regarding whether S.T.A.G.E. should be administered through the Community Development Department or General Services Department.

13) Other Business – Items from the Commission/Board that do not require a formal agenda item or requests for future agenda items.

- A. Request from staff to confirm future meeting dates for August 18, 2026. LTC/STA typically meets on the 2nd Tuesday of the month, however, August 18, 2026 is the 3rd Tuesday of the month. Likewise for 9/15/2026, 11/17/2026, and 12/15/2026.

14) Next Regular Meeting on **Tuesday August 18, 2026, at 10:30 a.m.**

15) Adjourn Meeting.

Fund: 2505 - Local Transportation Administration
Report of Revenues and Expenditures

Agenda Item 4A(1)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
4/1/2026	HUE & CRY SECURITY SYSTEMS INC		\$12.01
4/1/2026	HUE & CRY SECURITY SYSTEMS INC		\$5.57
4/1/2026	AT&T/MCI		\$10.15
4/2/2026	CALCARD MASTER 0989 3/2026		\$20.00
4/2/2026	CAL ORE COMMUNICATIONS		\$10.89
4/3/2026	HR Payroll 2026 BW 7 0		\$5,274.37
4/3/2026	HR Payroll 2026 BW 7 0		\$1,736.32
4/3/2026	HR Payroll 2026 BW 7 0		\$409.42
4/3/2026	HR Payroll 2026 BW 7 0		\$39.56
4/3/2026	HR Payroll 2026 BW 7 0		\$250.00
4/3/2026	HR Payroll 2026 BW 7 0		\$39.56
4/3/2026	HR Payroll 2026 BW 7 0		\$989.93
4/9/2026	PILLON, CHARLES W.		\$7,550.00
4/9/2026	THE RESILIENCY INITIATIVE		\$2,867.94
4/9/2026	02/23/26 CALCARD M CUMMINS	\$20.00	
4/14/2026	NEVADA COUNTY TRANSPORTATION C		\$1,500.00
4/14/2026	VERIZON WIRELESS		\$52.48
4/16/2026	25/26 COST PLAN-APRIL 2026		\$3,790.08
4/16/2026	25/26 DATA PROCESSING-APRIL 2026		\$207.92
4/16/2026	25/26 UNEMPLOYMENT-APRIL 2026		\$9.83
4/16/2026	25/26 WORKERS COMP-APRIL 2026		\$125.33
4/16/2026	COMMUNICATIONS JANUARY 25/26		\$36.34
4/16/2026	COMMUNICATIONS FEBRUARY 25/26		\$36.34
4/16/2026	COMMUNICATIONS MARCH 25/26		\$36.34
4/17/2026	HR Payroll 2026 BW 8 0		\$5,274.37
4/17/2026	HR Payroll 2026 BW 8 0		\$39.56
4/17/2026	HR Payroll 2026 BW 8 0		\$1,736.32
4/17/2026	HR Payroll 2026 BW 8 0		\$1,048.31
4/17/2026	HR Payroll 2026 BW 8 0		\$250.00
4/17/2026	HR Payroll 2026 BW 8 0		\$413.37
4/17/2026	HR Payroll 2026 BW 8 0		\$39.56

Fund: 2505 - Local Transportation Administration
Report of Revenues and Expenditures

Agenda Item 4A(1)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
4/22/2026	CAL ORE COMMUNICATIONS		\$18.45
4/22/2026	AT&T/MCI		\$9.32
4/22/2026	CITY OF YREKA		\$16.73
4/22/2026	CITY OF YREKA		\$0.56
4/22/2026	WCP SOLUTIONS		\$23.15
4/22/2026	YREKA TRANSFER LLC		\$4.55
4/22/2026	YREKA TRANSFER LLC		\$3.10
4/23/2026	PILLON, CHARLES W.		\$2,000.00
4/28/2026	HUE & CRY SECURITY SYSTEMS INC		\$12.01
4/28/2026	HUE & CRY SECURITY SYSTEMS INC		\$5.57
4/28/2026	CUMMINS, MELISSA		\$441.75
4/28/2026	WORK PERFD M CUMMINS MAR 2026	\$2,261.43	
4/28/2026	WORK PERFD M CUMMINS MAR 2026	\$9,799.28	
4/28/2026	WORK PERFD M CUMMINS MAR 2026	\$969.00	
4/29/2026	GS/STA>STAGE CANON CHGS 2/1-4/		\$5.20
4/29/2026	GS/STG>STAGE FEB MAR 2026		\$6.93
4/30/2026	SOGR FY25/26 REPL ROLLING STOC		\$19,446.00
	TOTALS	\$13,049.71	\$55,805.19

Beginning Fund 2505 Cash Balance: \$195,824.78

Ending Fund 2505 Cash Balance: \$153,069.30

**Fund: 2506 - Overall Work Program
Report of Revenues and Expenditures**

Agenda Item 4A(2)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
4/2/2026	BRYAN, MATTHEW J.		\$62.93
4/2/2026	VELA, PATRICK		\$12.33
4/9/2026	NICHOLS CONSULTING ENGINEERS		\$4,425.75
4/9/2026	OPTIMIZE WORLDWIDE, INC		\$225.00
4/9/2026	THE RESILIENCY INITIATIVE		\$22,135.86
4/9/2026	02/23/26 CALCARD M CUMMINS		\$20.00
4/20/2026	LTC>PLN LANG/PHELPS WRK RD ABN		\$5,000.00
4/23/2026	BRYAN, MATTHEW J.		\$62.93
4/28/2026	WORK PERFD M CUMMINS MAR 2026		\$9,799.28
4/28/2026	WORK PERFD M CUMMINS MAR 2026		\$969.00
4/29/2026	GS/STA>STAGE CANON CHGS 2/1-4/		\$39.92
4/29/2026	GS/STG>STAGE FEB MAR 2026		\$58.17
	TOTALS	\$0.00	\$42,811.17

**Beginning Fund 2506 Cash Balance: \$278,613.60
Ending Fund 2506 Cash Balance: \$235,802.43**

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
2/3/2026	KENNY & NORINE, A LAW CORPORAT		\$88.20
2/3/2026	LSC TRANSPORTATION CONSULTANTS		\$92.82
2/3/2026	NICHOLS CONSULTING ENGINEERS,		\$4,587.30
2/10/2026	LTC>RPA SCEPP EXPENSES FY24/25	\$17.94	
2/10/2026	LTC>RPA SCEPP EXPENSES FY24/25	\$29.91	
2/10/2026	GS>STA>STAGE CANON CHARGES OCT		\$44.25
2/11/2026	GS>STA>STAGE CANON CHARGES NOV		\$30.54
2/17/2026	AMAZON CAPITAL SERVICES, INC		\$2,327.88
2/17/2026	AMAZON CAPITAL SERVICES, INC		\$51.65
2/17/2026	OPTIMIZE WORLDWIDE, INC		\$475.00
2/17/2026	THE RESILIENCY INITIATIVE		\$5,418.04
2/17/2026	VELA, PATRICK		\$12.33
2/24/2026	AMAZON CAPITAL SERVICES, INC		\$162.04
2/24/2026	GANNETT CALIFORNIA LOCALIQ		\$1,320.40
2/25/2026	GS/STA/STAGE CANNON CHARGES DE		\$12.35
3/3/2026	NICHOLS CONSULTING ENGINEERS,		\$8,641.70
3/3/2026	VESTRA RESOURCES INC		\$5,161.75
3/4/2026	DEP #2026-091 ST OF CA SHA/CAP	\$53,701.75	
3/4/2026	DEP #2026-091 ST OF CA OWP Q2	\$40,495.81	
3/10/2026	WRK PRFMD M CUMMINS JAN 2026		\$3,218.99

**Fund: 2506 - Overall Work Program
Report of Revenues and Expenditures**

3/10/2026	GS/STA>STAGE CANNON CHARGES JA		\$0.69
3/10/2026	GS/STA>STAGE CANNON CHARGES JA		\$0.45
3/10/2026	OPTIMIZE WORLDWIDE, INC		\$697.87
3/10/2026	OPTIMIZE WORLDWIDE, INC		\$850.00
3/10/2026	THE RESILIENCY INITIATIVE		\$4,444.21
3/10/2026	GANNETT CALIFORNIA LOCALIQ		\$863.85
3/17/2026	VESTRA RESOURCES INC		\$704.25
3/19/2026	WRK PRFMD M CUMMINS FEB 2026		\$10,789.71
3/19/2026	WRK PRFMD M CUMMINS FEB 2026		\$1,113.34
	TOTALS	\$94,245.41	\$51,109.61

Beginning Fund 2506 Cash Balance: \$235,477.80

Ending Fund 2506 Cash Balance: \$278,613.60

Fund: 2536 - Local Transportation Funds (LTF)
Report of Revenues and Expenditures

Agenda Item 4A(3)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
4/21/2026	24/25 OVERPAYMENT FROM LTF		\$194,989.13
4/21/2026	OVERPAYMENT FROM LTF FOR FY24/		\$150,284.63
4/22/2026	REV J2610881 OVERPAYMENT FY24/	\$194,989.13	
4/22/2026	REV J2610882 OVERPAYMENT FY24/	\$150,284.63	
4/24/2026	STATE FEB 2026 ALLOC 1/4% LTF	\$124,837.29	
4/28/2026	24/25 7TH ALLOC OVERPAYMENT LT		\$194,989.13
4/28/2026	24/25 7TH ALLOC OVERPAYMENT LT		\$150,284.63
	TOTALS	\$470,111.05	\$690,547.52

Beginning Fund 2536 Cash Balance: \$345,273.76

Ending Fund 2536 Cash Balance: \$124,837.29

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
2/24/2026	STATE 4TH QTR 2025 ALLOC 1/4% LTF	\$218,203.73	
2/24/2026	25/26 5TH ALLOC TO STAGE		\$218,203.73
3/25/2026	STATE JAN 2026 ALLOC 1/4% LTF	\$125,298.11	
3/25/2026	25/26 6TH ALLOC TO STAGE		\$125,298.11
	TOTALS	\$343,501.84	\$343,501.84

Beginning Fund 2536 Cash Balance: \$345,273.76

Ending Fund 2536 Cash Balance: \$345,273.76

Fund: 2537 - Regional Surface Transportation Block Grant Program
Report of Revenues and Expenditures

Agenda Item 4A(4)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
	No Reportable Activity During Period		
	TOTALS	\$0.00	\$0.00

Beginning Fund 2537 Cash Balance: \$292,010.29

Ending Fund 2537 Cash Balance: \$292,010.29

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
	No Reportable Activity During Period		
	TOTALS	\$0.00	\$0.00

Beginning Fund 2537 Cash Balance: \$292,010.29

Ending Fund 2537 Cash Balance: \$292,010.29

Fund: 2538 - State Transit Assistance (STA)
Report of Revenues and Expenditures

Agenda Item 4A(5)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
	No Reportable Activity During Period		
	TOTALS		

Beginning Fund 2538 Cash Balance: \$757.29
Ending Fund 2538 Cash Balance: \$757.29

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
2/20/2026	STATE 100125-123125 PUC SECT 99313	\$104,484.00	
2/20/2026	STATE 100125-123125 PUC SECT 99314	\$4,537.00	
3/25/2026	25/26 2ND QTR ALLOCATION STA>S		\$109,021.00
	TOTALS	\$109,021.00	\$109,021.00

Beginning Fund 2538 Cash Balance: \$757.29
Ending Fund 2538 Cash Balance: \$757.29

**Fund: 2546 - SB 125 TIRCP/General Fund
Report of Revenues and Expenditures**

Agenda Item 4A(6)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
	No Reportable Activity During Period		
	TOTALS		

Beginning Fund 2546 Cash Balance: \$396,238.41

Ending Fund 2546 Cash Balance: \$396,238.41

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
2/3/2026	Planeteria Media LLC		\$24,500.00
3/10/2026	WRK PRFMD M CUMMINS JAN 2026		\$269.98
	TOTALS	\$0.00	\$24,769.98

Beginning Fund 2546 Cash Balance: \$421,008.39

Ending Fund 2546 Cash Balance: \$396,238.41

- * SB 125 is post-COVID transit stabilization funding from the State.
- TIRCP is Transit and Intercity Rail Capital Program.
- TIRCP funding supports public transit operations and transportation improvements.

Fund: 2547 - SB 125 Greenhouse Gas Reduction Fund
Report of Revenues and Expenditures

Agenda Item 4A(7)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
	No Reportable Activity During Period		
	TOTALS		

Beginning Fund 2547 Cash Balance: \$133,511.25

Ending Fund 2547 Cash Balance: \$133,511.25

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
	No Reportable Activity During Period		
	TOTALS		

Beginning Fund 2547 Cash Balance: \$133,511.25

Ending Fund 2547 Cash Balance: \$133,511.25

Fund: 2548 - SB 125 Public Transit Account
Report of Revenues and Expenditures

Agenda Item 4A(8)

Dates: April 1, 2026 through April 30, 2026

Date	Description	Revenues	Expenses
4/14/2026	PURE SISKIYOU		\$725.00
4/28/2026	WORK PERFD M CUMMINS MAR 2026		\$514.57
4/28/2026	WORK PERFD M CUMMINS MAR 2026		\$223.20
4/28/2026	SB125>STG 021726		\$63.00
4/28/2026	SB125>STG 031826		\$161.00
	TOTALS	\$0.00	\$1,686.77

Beginning Fund 2548 Cash Balance: \$107,852.90

Ending Fund 2548 Cash Balance: \$106,166.13

Dates: February 1, 2026 through March 30, 2026

Date	Description	Revenues	Expenses
3/10/2026	WRK PRFMD M CUMMINS JAN 2026		\$334.14
3/10/2026	WRK PRFMD M CUMMINS JAN 2026		\$189.79
3/10/2026	WRK PRFMD M CUMMINS JAN 2026		\$33.41
3/19/2026	WRK PRFMD M CUMMINS FEB 2026		\$133.65
3/19/2026	WRK PRFMD M CUMMINS FEB 2026		\$66.83
	TOTALS	\$0.00	\$757.82

Beginning Fund 2548 Cash Balance: \$108,610.72

Ending Fund 2548 Cash Balance: \$107,852.90



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 joint regular meeting of the Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency held on April 14, 2026.

The Siskiyou County Local Transportation Commission (SCLTC) and Siskiyou Transportation Agency (STA) regular meeting of February 10, 2026, was called to order by Chair Munson at 10:31 AM at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Cliff Munson	Michael N Kobseff
Pat Vela (Attended Remotely)	Nancy Ogren
Matthew Bryan	Ed Valenzuela
Jess Harris (Alternate)	Ken Palfini (Alternate/Attended Remotely)

* Commissioners Harris and Palfini were in attendance but did not vote since they are alternates and all delegates were present.

* Commissioner Vela participated remotely but did not participate in discussions.

Commissioners absent from the meeting:

None

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) Pledge of Allegiance
- 2) Roll Call – Chair Munson called the meeting to order at 10:31 AM. Commissioners present in-person included Bryan, Harris, Kobseff, Munson, Ogren, and Valenzuela.
- 3) Presentations from the Public – None



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



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

Consent Agenda Items

LTC Regular Informational Items

- 4) Fiscal Reporting - Reports of Expenditures and Revenues from February 1, 2026, to March 31, 2026, 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)
- 5) Commission Staff Report - Report from Executive Director on activities, reporting, and other projects since the last meeting.
- 6) FY 2024/2025 Audit Communication Letter from Charles W Pillon, C.P.A. regarding audits for the fiscal year ended June 30, 2025.

LTC Consent Agenda Action Items

- 7) Review and accept the FY 2024/2025 audited financial statements of the Commission for the fiscal year ending June 30, 2025.
- 8) Authorize an additional \$2,000 payment to the Charles Pillon, CPA for work performed beyond the original agreement due to unforeseen circumstances encountered during the audit process for the audit period ending June 30, 2025.
- 9) Adopt Resolution authorizing the Executive Director to execute the Federal Apportionment Exchange Program Agreement for FY 2025/2026.
- 10) Adopt Resolution appointing Hailey Lang as Interim Transportation Commission Executive Director effective May 3, 2026, and designating Ms. Lang as the authorized signer for various programs as outlined in the resolution.
- 11) Adopt resolution approving the FY 2026/2027 State Transit Assistance claim to Siskiyou Transportation Agency in an amount not-to-exceed \$ 410,772.
- 12) Approve contract with LSC Transportation Consultants, Inc. for a comprehensive update to the Siskiyou County Regional Transportation Plan, for an amount not-to-exceed \$ 130,260, for the term April 15, 2026 through June 30, 2027.



Agenda
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency



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

- 13) Adopt Resolution establishing the FY 2026/2027 definition of Unmet Transit Needs and Reasonable to Meet and adopt resolution documenting the Unmet Transit Needs findings for FY 2026/2027.

STA Regular Informational Items

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

STA Consent Agenda Action Items

- 16) Budget Appropriation – Fund: 5681 - \$ 68,639

Joint Consent Agenda Items (Action by LTC and STA)

- 17) Adopt Resolution appointing Hailey Lang, Interim Transportation Commission Executive Director, as the designated Purchasing Agent for the Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency effective May 3, 2026.
- 18) Approve Local Carbon Transit Operations Program 2025/2026 Project List, authorize staff to accept the funds, authorize the Auditor-Controller to establish the budget, and approve the Contributing Sponsor Letter from the SCLTC.
- 19) Minute Approval
 - A. Regular Meeting of February 10, 2026
 - B. Special Meeting of March 24, 2026

A joint motion was made by Commissioner Ogren and seconded by Commissioner Kobseff to approve items 1 through 11 and 13 through 19 of the consent agenda items of both entities as presented.

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

Motion passed unanimously.



Agenda
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency



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

Consent Agenda Item #12 was pulled at staff's request. The Executive Director corrected the recommended motion to reflect a contract not-to-exceed of \$130,260.

A joint motion was made by Commissioner Ogren and seconded by Commissioner Valenzuela to approve item 12 of the consent agenda.

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

Motion passed unanimously.

Regular Agenda Items

20) Presentation/Discussion (LTC) - Caltrans presentation and discussion regarding the McCloud Intersection Safety Project, 2026 Construction Lookahead, and the impacts of the recent SHOPP rebalancing.

Kerry Molz, Office Chief of Program/Program Management for Caltrans District 2, presented updates on projects currently underway within the region including upcoming and future projects. She also discussed projects programmed in the SHOPP program that have been delayed due to the recent rebalancing by the state.

The next presentation from Ms. Molz covered the McCloud Intersection Safety Project and the proposed alternatives. She provided video clips of recent accidents at the intersection of State Route 89, Broadway, and Squaw Valley Road. The presentation addressed the existing factors, options for the intersection, mitigating concerns, and project schedule.

Commission comments included that there needs to be a longer truck lane, the community of McCloud is not supportive of the roundabout, and that they would like a more formal response from the McCloud Community Services District. Caltrans will schedule a formal presentation to McCloud CSD.

During public comment Ken Roseberry, McCloud resident, spoke in opposition of the proposed roundabout siting concerns about out-of-town visitors being



Agenda
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency



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

unfamiliar with the intersection. He feels additional signage and lighting could mitigate some of the issues. He also sites concern with the increased number of visitors crossing State Route 89 from the nearby RV park during various festivals.

Action: Discussion Only.

- 21) Discussion/Action (LTC) – Regional Surface Transportation Block Grant Program Project Selection – Discussion and action regarding allocation of available Regional Surface Transportation Program (RSTP) Block Grant Program funding to local agency projects.

The Executive Director provided an overview of available funding and project submissions received from local agencies. Following discussion of the Commission regarding the two projects and proposed scope the Commission voted to award full funding to the City of Dorris and the remaining funding, including the \$ 126,613 included in the consent agenda (Item #9), to the City of Mt Shasta.

Action: SCLTC

A motion was made by Commissioner Valenzuela and seconded by Commissioner Bryan to allocate \$ 163,500 to the City of Dorris’ Pine Street Reconstruction Project and \$ 144,813 to the City of Mt Shasta’s Lake Street Complete Streets Project.

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

- 22) Discussion/Action (STA) – Authorization to submit a request to the California Air Resources Board for Exemption from the Innovative Clean Transit Rule.

The Executive Director provided an overview of the request regarding the exemption for the transition to zero emission vehicles.

Action: STA

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren adopt the resolution authorizing the Submittal of a Zero-Emission Bus



Agenda
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency



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

Purchase Exemption Request Pursuant to the Innovative Clean Transit Regulation, authorizing the Executive Director to advance a request to the California Air Resources Board (CARB) for an exemption from Zero-Emission Bus (ZEB) purchase requirements under Title 13, California Code of Regulations §2023.4(c).

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

23) Discussion/Action (LTC) – Request to appoint representatives to current vacancies on the Social Services Transportation Advisory Council (SSTAC).

The Executive Director provided an overview of the request and recommendations for appointments as follows:

Denise Patterson – Two Year Term – Potential Transit Users
 Khristeena Fears – Two Year Term – Member-at-Large
 Teri Gabriel – One Year Term – Local Senior Social Service Provider

Action: SCLTC

A motion was made by Commissioner Kobseff and seconded by Commissioner Ogren to appoint Denise Patterson and Khristeena Fears for a two-year term expiring April 14, 2028, and Teri Gabriel for a one-year term expiring April 14, 2027, to the vacancies identified above.

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

24) Discussion/Action (LTC) – FY 2026/2027 Local Transportation Fund Claims - Discussion, direction, and possible action regarding the proposed FY 2026/2027 Local Transportation Fund Claims and adoption of resolution approving proposed claims.



Agenda
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency



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

The Executive Director provided an overview of the item including the intended purpose for the funds, the unmet transit needs process that must be completed prior to distributing funds for non-transit purposes, and the next steps if approved.

Action: SCLTC

A motion was made by Commissioner Valenzuela and seconded by Commissioner Bryan to adopt the resolution approving the FY 2026/2027 Local Transportation Fund claims totaling \$ 2,020,000.

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

25) Discussion/Action (LTC/STA) – Authorize submission of a supplemental allocation for Senate Bill 125 funds for Siskiyou Transportation Agency.

The Executive Director provided an overview of the item including the proposed projects and use of the funds and the timing to expend the funds.

Commissioner Kobseff asked if the allocated funds could be shifted between projects or eliminate and add other projects. The Executive Director provided explanations on the website project and contactless fare projects.

Action: SCLTC

A motion was made by Commissioner Valenzuela and seconded by Commissioner Ogren to authorize the Executive Director to prepare and submit a supplemental funding package to the California State Transportation Agency.

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



Agenda
Siskiyou County Local Transportation Commission
and Siskiyou Transportation Agency



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

26) Discussion/Action (LTC) – FY 2026/2027 Overall Work Program – Approval of the FY 2026/2027 Overall Work Program and authorize execution of the various documents as required by program guidelines to secure the funding.

The Executive Director provided an overview of the item including the proposed expenses included in the program and the review by Caltrans as required.

Action: SCLTC

A motion was made by Commissioner Kobseff and seconded by Commissioner Bryan to adopt the resolution approving the FY 2026/2027 Overall Work Program and authorizing the Executive Director to execute all required program documents to secure funding and authorize the Executive Director to make administrative amendments to the OWP that do not exceed the total allocation of \$ 315,500.

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

27) Discussion/Action (LTC) – FY 2026/2027 Recommended Budgets of the Siskiyou County Local Transportation Commission.

The Executive Director advised the Commission that there was one change to the proposed budget for Fund 2505, which is the cost plan amount. The cost plan figures were not available until after the agenda was finalized.

The FY 2026/2027 cost plan amount was modified to \$ 16,436, resulting in a net for the fiscal year of \$ 44,112.50.

Action: SCLTC

A motion was made by Commissioner Bryan and seconded by Commissioner Valenzuela to adopt the resolution approving the budget, with the modification to Cost Plan as presented, for FY 2026/2027 for each of the following budgets and authorize the Auditor-Controller to establish the budget as outlined in the attachments A through H.



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



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

- Attachment A - Fund: 2505 – Local Transportation Administration
- Attachment B - Fund: 2506 – Regional Planning Assistance
- Attachment C - Fund: 2536 – Local Transportation Funds
- Attachment D - Fund: 2537 – Regional Surface Transportation Block Grant Program
- Attachment E - Fund: 2538 – State Transit Assistance
- Attachment F - Fund: 2546 – SB 125/Transportation Projects
- Attachment G - Fund: 2547 – SB 125/Greenhouse Gas Reduction Projects
- Attachment H - Fund: 2548 – SB 125/Public Transit Account

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

28) Discussion/Action (STA) – FY 2026/2027 Recommended Budgets of the Siskiyou Transportation Agency (STAGE).

The Executive Director advised the Commission that there was one change to the proposed budget for Fund 5660, which is the cost plan amount. The cost plan figures were not available until after the agenda was finalized.

The FY 2026/2027 cost plan amount was modified to \$ 132,255, resulting in a net for the fiscal year of (\$ 243,188.00).

Action: STA

A motion was made by Commissioner Valenzuela and seconded by Commissioner Kobseff to adopt the resolution approving the budget, with the modification to Cost Plan as presented, for FY 2026/2027 for each of the following budgets and authorize the Auditor-Controller to establish the budget as outlined in the attachments A through H.

- Attachment A - Fund: 5660 – Siskiyou Transit and General Express (STAGE)
- Attachment B - Fund: 2531 – LCTOP Grant 20/21 Cycle
- Attachment C - Fund: 2533 - LCTOP Grant – 21/22 Cycle
- Attachment D - Fund: 5670 - OHS HWY SAFETY PROP1B 1213 CYCLE
- Attachment E - Fund: 5674 - LCTOP – 17/18 Cycle



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



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

- Attachment F - Fund: 5675 - OHS HWY SAFETY PROP1B 1617 CYCLE
- Attachment G - Fund: 5676 - STATE OF GOOD REPAIR 17/18 ~19/20
- Attachment H - Fund: 5677 - LCTOP – 18/19 Cycle
- Attachment I – Fund: 5678 - LCTOP – 19/20 Cycle
- Attachment J - Fund: 5679 - CALTRANS DRMT - CARES ACT SA5311
- Attachment K - Fund: 5680 - LCTOP – 22/23 Cycle
- Attachment M - Fund: 5681 - STATE OF GOOD REPAIR 23/24
- Attachment N - Fund: 5682 - LCTOP – 23/24 Cycle
- Attachment O - Fund: 5683 - STATE OF GOOD REPAIR 24/25
- Attachment P - Fund: 5684 - STATE OF GOOD REPAIR 25/26

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

29) Closed Session - It is the intent of the Board to meet in closed session to discuss the following items:

Conference with legal counsel, significant exposure to litigation pursuant to Government Code §54956.9(d)(2), one case.

30) Report on Closed Session

The Commission met in closed session from 11:54 until 12:22.

The Chair reported that the following decisions were made during closed session:

- A special meeting is scheduled for May 12, 2026 at 10:30 a.m.
- The Board of Supervisors will agendize a 6-month extension for the deadline to withdrawal from the Siskiyou Transportation Agency.
- The Chair will be copied on all transition emails between the current Executive Director and Ms. Lang.

31) Presentation/Discussion/Direction (LTC/STA) – Discussion and direction regarding successor agency and alternative transit governance/operational models.



Agenda

Siskiyou County Local Transportation Commission and Siskiyou Transportation Agency



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

Hailey Lang, incoming Interim Executive Director, presented to the Board on potential insurance options. The presentation included information on how transit operators obtain insurance, insurance options (commercial coverage, self-insurance, bridge coverage), solutions for immediate coverage, and alternative options.

Ms. Lang recommended the Board of Supervisors extend the dissolution date by six months to dissolution date (May 18, 2026). She also suggests a special meeting on May 12th to discuss and receive direction on structure.

32) Other Business

- Executive Director – Other Updates

The Executive Director reminded everyone of the upcoming public workshops for the Siskiyou County Evacuation and Preparedness Plan scheduled for April 20th through April 24th.

- Other Business – Items from Commission that do not require an agenda item or requests for future agenda items.
- Next Regular Meeting – June 9, 2026, at 10:30 a.m.
- Special Meeting – A special meeting was scheduled for May 12, 2026 at 10:30 a.m.

33) Chair Munson adjourned the meeting at 12:31 p.m.

COUNTY OF SISKIYOU

190 Greenhorn Road
Yreka, CA 96097
(530) 842-8220



**MINUTES OF THE JOINT SPECIAL MEETING OF THE SCLTC
AND THE STA ON MAY 12, 2026.**

The Siskiyou County Local Transportation Commission (SCLTC) and Siskiyou Transportation Agency (STA) regular meeting of May 12, 2026, was called to order by Vice Chair Valenzuela at 10:30 AM at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Matthew Bryan Ed Valenzuela, Vice Chair
Michael N Kobseff
Nancy Ogren
Pat Vela

Commissioners absent from the meeting:

Cliff Munson, Chair

Other Staff Present In-Person:

Hailey Lang, Executive Director
James Phelps, Deputy Director, Planning Division
Angie Stumbaugh, Transportation Services Manager
Andy Gilman, Transportation Services Coordinator

The agenda items included:

- 1) Pledge of Allegiance
- 2) Roll Call – Vice Chair Valenzuela called the meeting to order at 10:30 AM. Commissioners present in-person included Bryan, Kobseff, Ogren, Vela, and Valenzuela.
- 3) Presentations from the Public
 - a) Sarah Gorman - associate with California Consulting (www.californiaconsulting.org) presented their grant writing, reporting, and administration services, noting over \$1.7 billion secured for clients over 22 years and contracts with more than 250 public agencies. The Associate highlighted specialization in large federal and state grant applications including Active Transportation Program, Highway Safety Improvement Program, BRIC, Climate Adaptation Planning, and Sustainable Transportation Planning grants. Business cards and postcards were made available to staff for distribution.
- 4) Information Item – Presentation/Discussion/Direction (LTC/STA) – Discussion and direction regarding successor agency and alternative transit governance and operational models.

Executive Director Hailey Lang provided a presentation regarding future governance structures for the Local Transportation Commission (LTC) and Siskiyou Transportation Agency (STA), including transit operations, funding efficiency, and possible restructuring options.

Discussion occurred regarding three primary RTPA governance models:

- County-Based model
- Commission-Based model
- COG/JPA model

The Commission-Based model supported by county staff was discussed as the preferred and most practical option for rural counties because it balances county and city representation while reducing administrative overhead.

Discussion included:

- Improving transparency and local control
- Reducing duplicate administration and legal costs
- Allowing the Commission to directly manage transportation funding decisions
- Creating formal bylaws and governing documents for the LTC

Discussion also included four transit operation structures:

- County Government Ran
- JPA-Operated
- Contracted Operator
- Hybrid County/Contract model

The hybrid county and contracted model was discussed as the most practical and commonly used approach among rural California transit systems. Commissioners discussed maintaining transit administration under the RTPA while allowing county staff to manage day-to-day transit operations.

Commissioners discussed maximizing transportation funding for roads, infrastructure, and local projects rather than administrative costs. Vice Chair Valenzuela stated that the goal was to capture more transportation dollars for distribution to participating cities while reducing administrative inefficiencies associated with the current JPA structure, including duplicate agendas and legal processes. Discussion also included the need for stronger grant pursuit and transportation planning efforts.

Staff also reviewed the legal authority for establishing the LTC as an independent policy body under Government Code Section 29532. Staff explained that the LTC may function independently while continuing to utilize county staff for administrative and fiscal

support. Commissioners noted that governing documents had previously been drafted but never finalized and agreed that formal bylaws and governance procedures should be completed as a priority.

Commissioner Kobseff expressed a desire to return to the Commission based model, which was supported by Vice Chair Valenzuela and Commissioners Ogren and Vela.

Commissioner Bryan stated his preference to continue utilizing the JPA model. Commissioner Bryan stated he was willing to be convinced that the Commission-based model would result in cost savings but noted that he did not currently see significant efficiency differences between the JPA and Commission-based structures other than eliminating the need for two separate agendas. Commissioner Bryan further stated that he would like to see information demonstrating the amount of transportation funding that could potentially be redirected toward roads and transportation projects if the JPA structure were eliminated.

Commissioner Kobseff discussed concerns regarding stagnant transportation revenues and broader transportation funding trends following implementation of SB1 and the increased reliance on excise tax-based transportation funding structures. Discussion clarified that the State Highway Operation and Protection Program (SHOPP) is primarily funded through state fuel excise taxes, SB1 transportation revenues, diesel taxes, vehicle registration fees, and federal transportation funds, rather than local sales taxes. Discussion also included SHOPP funding through the Road Maintenance and Rehabilitation Account (RMRA) and statewide transportation funding formulas. Direction was provided to staff to prepare historical transportation revenue trend information and related materials for future legislative advocacy efforts.

Direction was provided to staff to:

- Prepare additional governance model comparisons, how efficiencies will work in a Commission based LTC model
- Develop best-practice LTC governing documents
- Prepare staffing cost comparisons
- Create historical transportation revenue trend graphs (15 years) for SHOPP
- Return with refined governance recommendations for further discussion at the June 9, 2026 meeting

5) Next Regular Meeting – June 9, 2026, at 10:30 a.m.

6) Vice Chair Valenzuela adjourned the meeting at 11:31 a.m.

Voting Agency: LTC

Action Requested: Adopt Resolution

Date: June 9, 2026

Subject: Public Hearing and Resolution Approving the Final Draft Siskiyou County Evacuation and Preparedness Plan

Past Action

LTC received grant funding to prepare the Siskiyou County Evacuation and Preparedness Plan. The contract was awarded to The Resiliency Initiative for preparation of the plan.

Discussion

The *Final Draft Siskiyou County Evacuation and Preparedness Plan* has been completed and is being presented to the Commission for public hearing, consideration, and possible adoption. The plan includes evacuation planning strategies, transportation coordination recommendations, emergency preparedness considerations, and implementation recommendations intended to support future emergency response and evacuation planning efforts throughout Siskiyou County.

Following the public hearing and presentation, the Commission may consider adoption of the Final Draft Siskiyou County Evacuation and Preparedness Plan by resolution.

Financial Impact: Yes No

Recommended Action:

Adopt Resolution No. 26-12 approving the Final Draft Siskiyou County Evacuation and Preparedness Plan.

Attachments (3):

1. PowerPoint Slideshow prepared by The Resiliency Initiative.
2. Resolution No. 26-12 approving the Final Draft Siskiyou County Evacuation and Preparedness Plan
3. Exhibit A – Final Draft Siskiyou County Evacuation and Preparedness Plan



Siskiyou County Preparedness and Evacuation Plan Project

Commission Presentation

June 9, 2026



Project Purpose and Objectives

Support Siskiyou County in its mission to provide an evacuation assessment and plan, standardized response protocols, and inform community members of practices and procedures to better prepare for future events, thereby facilitating orderly evacuations when needed.

Coordinating With Project Partners

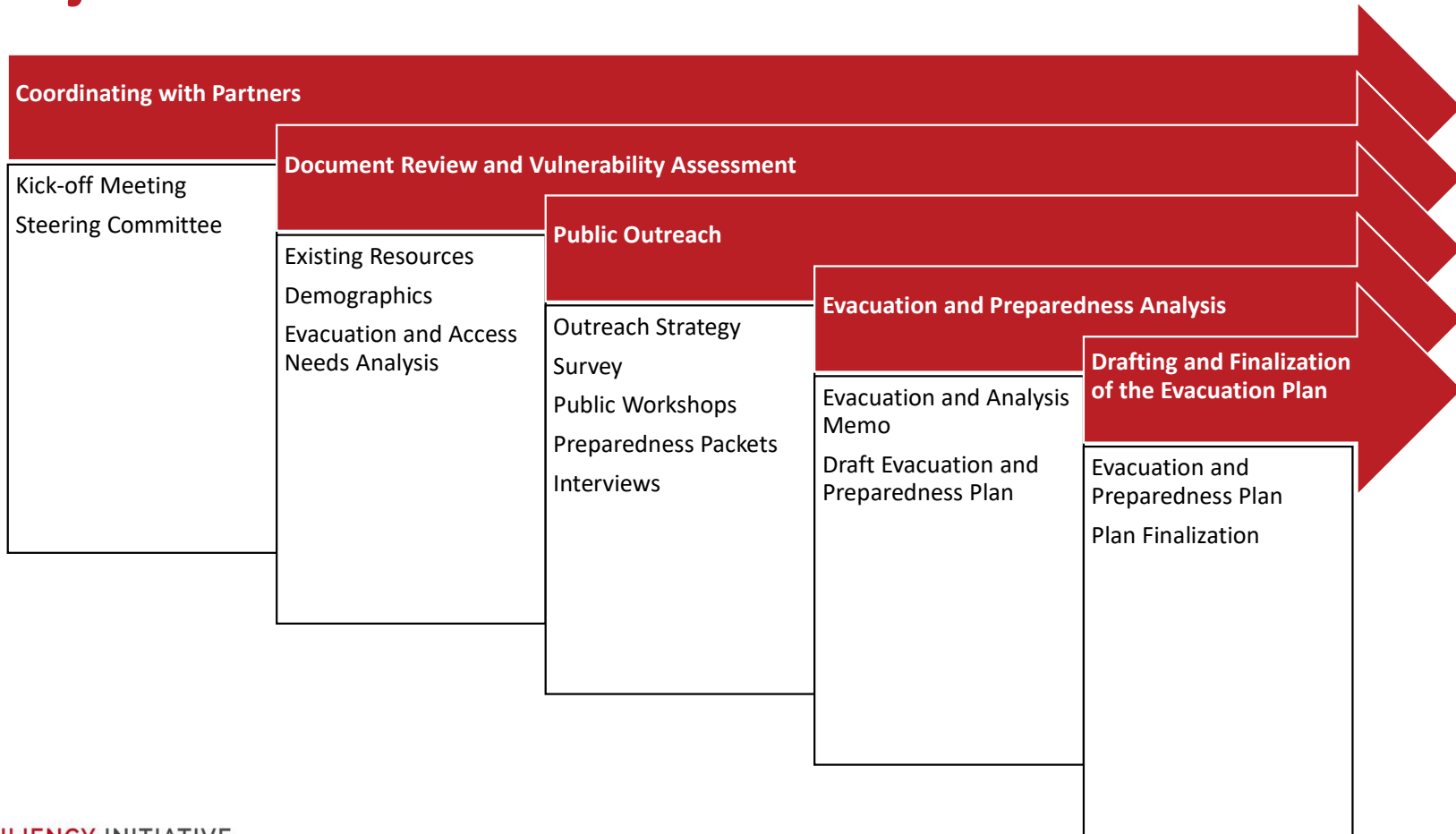
Performing Data Collection and a Vulnerability Assessment

Conducting Public Outreach

Performing an Evacuation and Preparedness Analysis

Finalizing an Evacuation Plan

Project Timeline



June 2026

Steering Committee

STAKEHOLDERS	STAKEHOLDERS	STAKEHOLDERS
<ul style="list-style-type: none"> • Siskiyou County Transportation Commission • Transportation Agency • OES • Dorris – City Administrator • Dunsmuir – Resilience Specialist • Etna – Director of Public Works • Fort Jones – Public Works • Montague – City Administrator • Mt. Shasta – Director of Public Works • Tulelake – Chief Resilience Officer • Weed – Director of Public Works • Yreka – Resilience Planner • Happy Camp – Chief Resiliency Officer • Lake Shastina • McCloud – General Manager • Public Works 	<ul style="list-style-type: none"> • County Fairgrounds • Local Fire Councils • Fire Protection Districts • Karuk Tribe – Emergency Manager • Quartz Valley Indian Reservation • CalOES • CALFIRE • CalTrans • Klamath National Forest • Shasta-Trinity National Forest 	<ul style="list-style-type: none"> • PSA 2 Area Agency on Aging • Siskiyou Outdoor Alliance • Madrone Hospice • Common Spirit • Great Northern Services • QVIR Anav Indian Health Clinic • Dignity Health Connected Living • Good Health Medical • Fire Safe Council • Siskiyou Community Resource Collaborative • Area VOAD

Public Outreach

Project Website

- A [project website](#) was created to provide ongoing information on the project status, including dates for the workshops, access to the survey and community input map, and links to relevant county websites.

Public Workshops

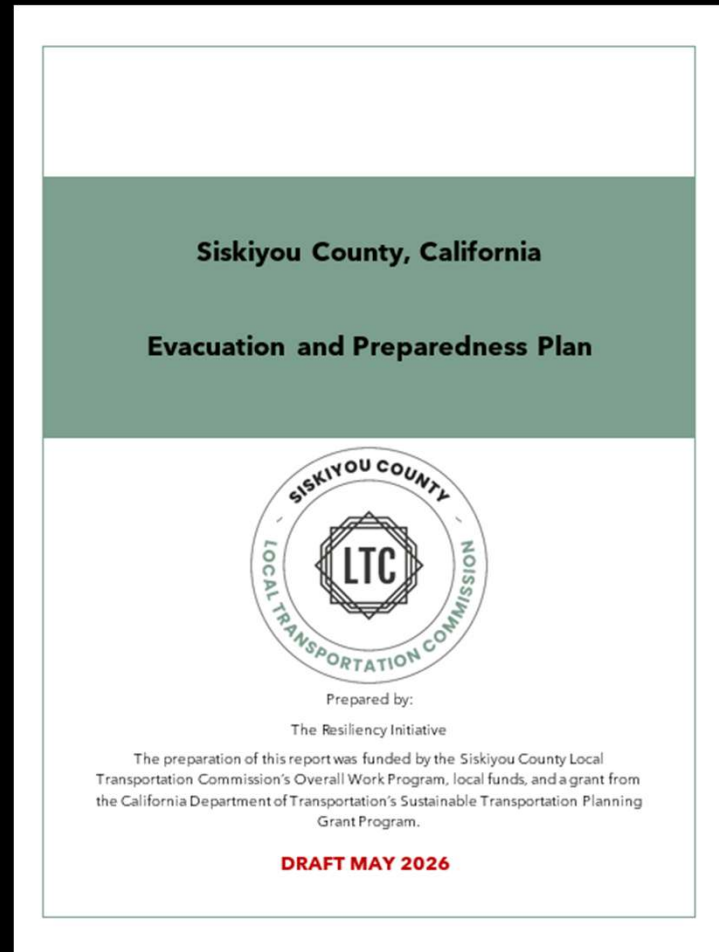
- Workshop Series #1 in each incorporated city.
- Workshop Series #2 in the 5 regions of the County.

Public Input Survey

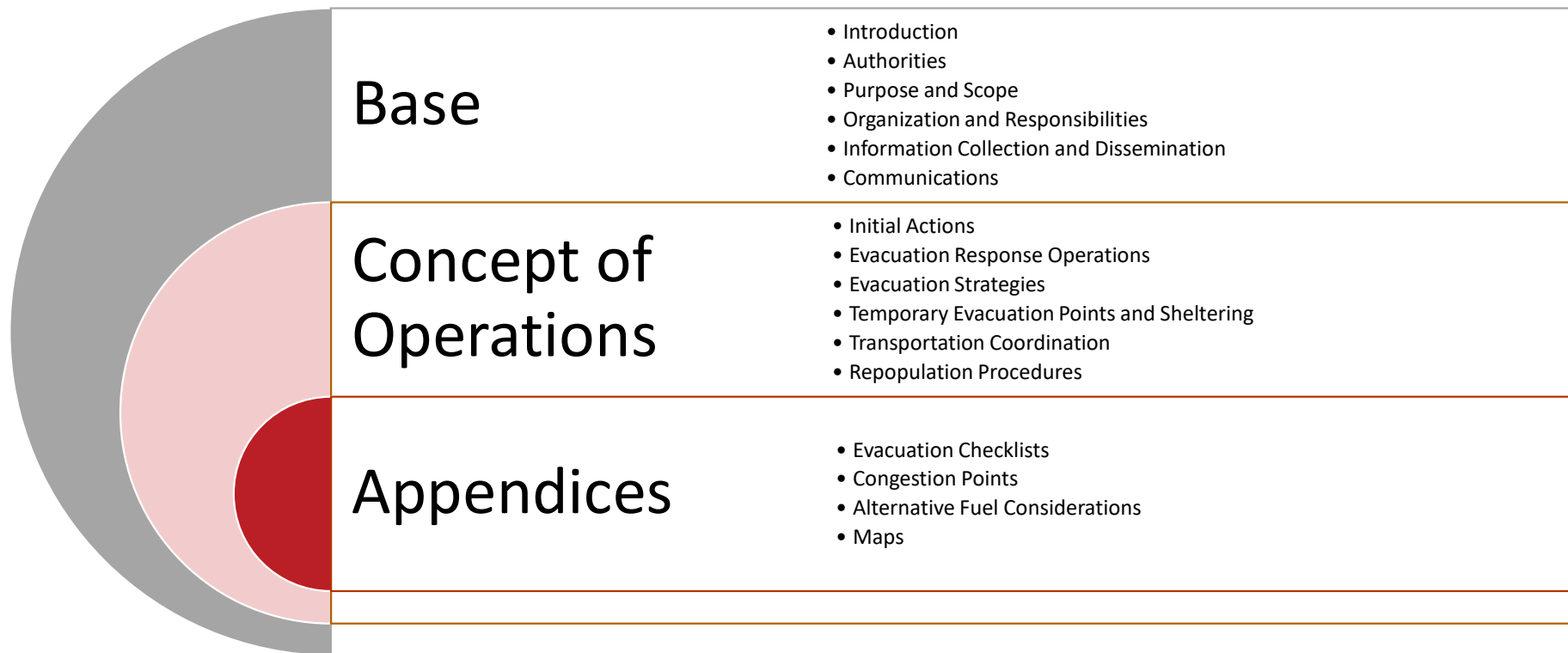
- The survey is available for public input in multiple languages from September 1, 2025, through October 22, 2025. To ensure the survey was accessible, paper copies were made available throughout the county, and paper maps were provided at public workshops to help individuals locate their areas of concern.
 - 99 Respondents



Siskiyou County Evacuation and Preparedness Plan



Evacuation and Preparedness Plan



Unified Command

Unified Command is utilized between incorporated cities and Siskiyou County regarding evacuation decision-making.

Law enforcement agencies coordinate evacuation and movement during emergencies and disasters.

Mutual Aid - State | Federal

Unified Command – Operational Area

Local – Emergency Operations Plan

Siskiyou County

Incorporated Cities

Initial Actions

Evacuation Order

- Immediate threat to life. This is a lawful order to leave now. The area is lawfully closed to public access.

Evacuation Warning

- Potential threat to life and/or property. Those who require additional time to evacuate, and those with pets and livestock, should leave now.

Evacuation Order(s) Lifted

- The formal announcement of lifting evacuations in an area currently under evacuation.

Hard Closure

- Closed to all traffic except Fire and Law Enforcement.

Soft Closure

- Closed to all traffic except Fire, Law Enforcement, and Critical Incident resources (i.e., Utility, Caltrans, Public Works, etc., or those needed to repair or restore infrastructure).

Resident Only Closure

- Soft closure with the additional allowance of residents and local government agencies assisting with response and recovery.

Response Operations

Response Activity

- Identify the Estimated Effects of the Event and Recommend Protective Actions
- Identify Evacuation Routes and Manage Traffic
- Coordinate and Communicate with the Public
- Coordinate Transportation Evacuation Assistance
- Provide Shelters

Response Activity	Lead Agencies	Supporting Agencies
<i>Identify the Estimated Effects of the Event and Recommend Protective Actions</i>		
<i>Assess the impact on public health and safety and recommend protective actions.</i>	MHOAC	<ul style="list-style-type: none"> • HAZMAT • Centers for Disease Control (CDC) • Environmental Health
<i>Assess the environmental impact and provide recommendations for protective measures.</i>	Environmental Health	<ul style="list-style-type: none"> • HAZMAT • Caltrans • United States Geological Survey (USGS) • California Environmental Protection Agency (CalEPA) • Response Specific Organizations
<i>Identify any potential or additional threats or hazards that could lead to evacuation.</i>	Unified Command (Fire Law Enforcement)	<ul style="list-style-type: none"> • HAZMAT • Operational Area Emergency Operation Center (OA EOC) • FBI Fusion Centers
<i>Assess the impact of smoke on public health and offer smoke advisories and protective actions.</i>	Environmental Health	<ul style="list-style-type: none"> • CalEPA • Office of Environmental Health Hazard Assessment (OEHHA) • Siskiyou County Air Pollution Control District

Evacuation Strategies

Considerations

- Phased Evacuations
- Intersection and Traffic Signal Coordination
- Hi-Lo Sirens
- Road Barriers
- Designated Markings
- Contraflow
- Evacuation of Individuals with Access and Functional Needs
- Animals

Sheltering

- Temporary Evacuation Point
- Emergency Shelter

Transportation Coordination

- Traffic Routes and Evacuation Transfer Sites
- Modes of Transportation

Evacuation Zones

→ **Zone Identification:** Each zone is assigned a specific code, such as "MNF-E024," representing a particular geographic area within the county.

- SIS – Siskiyou County
- YRE - Yreka
- TUL – Tulelake
- TNT – Tennant
- MCU – McCloud
- COP – Copco
- MTG – Montague
- LST – Lake Shastina
- EDG – Edgewood
- WED – Weed
- GRN – Grenada

- GAZ – Gazelle
- HAM – Hammond Ranch
- MTS – Mt. Shasta
- DUN – Dunsmuir
- HCP – Happy Camp
- GVW – Greenview
- MUG – Mugginsville
- FTJ – Fort Jones
- QLV – Quartz Valley Reservation
- ETN – Etna
- HBK – Hornbrook
- DOR - Dorris

Evacuation Routes

Potential Primary Routes:

Interstate 5

State Route 96

State Route 3

State Route 89

Highway 97

Highway 139

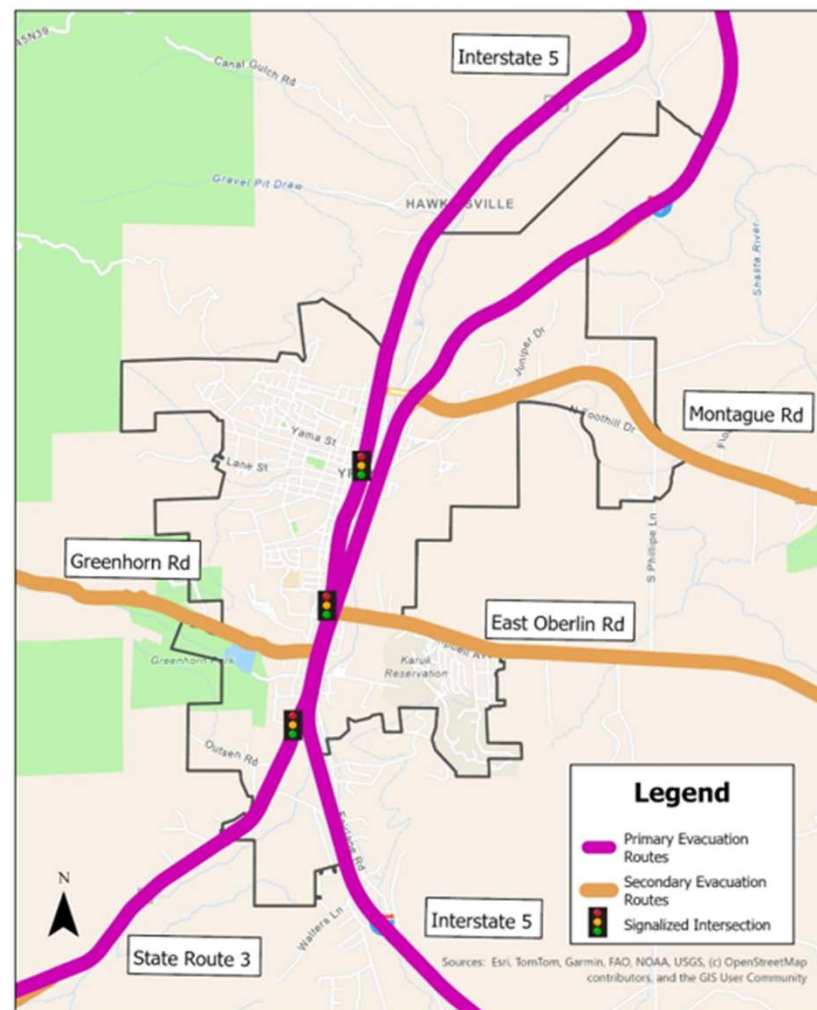
Evacuation Routes

COMMUNITY	POTENTIAL SECONDARY ROUTES		
CALLAHAN	East Callahan Rd.	Callahan-Cecilville Rd.	
ETNA	Island Rd.	Sawyers Bar Rd.	Horn Lane
FORT JONES	Scott River Rd.	Eastside Rd.	
GAZELLE	Gazelle Callahan Rd.	Old Highway 99	Louie Rd.
GREENVIEW	Quartz Valley Rd.		
GRENADA	Montague Grenada Rd.	County Rd. A12	
HAPPY CAMP	Indian Creek Rd. to Grayback Rd.		
LAKE SHASTINA	County Rd. A12	Big Springs Rd.	Jackson Ranch Rd.
MCCLLOUD	Squaw Valley Rd.		
MONTAGUE	Montague Ager Rd.	Montague Grenada Rd.	Ball Mountain Little Shasta Rd.
QUARTZ VALLEY	Quartz Valley Rd.		
TULELAKE	E. West Rd.		
YREKA	Montague Rd.	East Oberlin Rd.	Greenhorn Rd.

Maps

- Callahan
- Dorris
- Dunsmuir
- Etna
- Fort Jones
- Gazelle
- Grenada
- Happy Camp
- Lake Shastina
- McCloud
- Montague
- Mt. Shasta
- Quartz Valley
- Tulelake
- Weed
- Yreka

Yreka



Communication Modalities

- **Genasys Protect:** Current zones established for Siskiyou County, California. Siskiyou County has a Know Your Zone campaign to help residents and visitors know their evacuation zone.
- **Caltrans:** Caltrans has a [QuickMap](#) to check road closures and conditions during emergencies
- **ReadySiskiyou:** Preparedness information and non-emergency response information are available online. Siskiyou County's official emergency notification system provides critical alerts via phone calls, text messages, emails, and public broadcast systems.
- **Integrated Public Alert Warning System:** IPAWS is a dedicated system that interlinks all cell phone users in a geographical area within Siskiyou County.
- Alerts are integrated with the Integrated Public Alert and Warning System (IPAWS) and can also be broadcast through the **Emergency Alert System (EAS)** and **Wireless Emergency Alerts (WEA)**.

Communication Modalities

- **Regional Medical Centers:** Medical centers amplify ReadySiskiyou alerts through their Everbridge Reverse 911 and will activate individual phone calls to their clients and vendors through service coordinators.
- **School Districts:** The local school districts utilize a communication tool to alert parents, guardians, students, and staff about emergencies, school closures, or important updates. It operates by sending mass notifications via phone calls, text messages, email, and, in urgent situations, social media platforms.
- **Local Community Platforms:** The Siskiyou Media Council is available to support community emergency communications via public access TV stations in Weed and Yreka and broadcast ability to OTT applications (Roku, Apple, etc.)

SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

Resolution No. 26 - 12

**RESOLUTION APPROVING THE FINAL DRAFT OF THE
SISKIYOU COUNTY EVACUATION AND PREPAREDNESS PLAN**

WHEREAS, the Siskiyou County Local Transportation Commission received grant funding through the California Transportation Commission Sustainable Transportation Planning Grant Program – Climate Adaptation Planning Category for preparation of the Siskiyou County Evacuation and Preparedness Plan; and

WHEREAS, the project included stakeholder coordination, transportation and evacuation planning analysis, public outreach, and development of emergency preparedness and evacuation recommendations for Siskiyou County; and

WHEREAS, the Siskiyou County Local Transportation Commission conducted a public hearing regarding the Final Draft Siskiyou County Evacuation and Preparedness Plan on June 9, 2026; and

WHEREAS, the Commission finds the Final Draft Siskiyou County Evacuation and Preparedness Plan will assist with future emergency preparedness planning, transportation coordination, grant funding opportunities, and evacuation planning efforts within Siskiyou County;

NOW, THEREFORE, BE IT RESOLVED that the Siskiyou County Local Transportation Commission hereby approves the Final Draft Siskiyou County Evacuation and Preparedness Plan attached hereto as Exhibit A.

PASSED AND ADOPTED at a regular meeting of the Siskiyou County Local Transportation Commission on the 9th day of June 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Cliff Munson, Chair

Siskiyou County Local Transportation Commission

ATTEST: By _____

Hailey Lang, Executive Director

Siskiyou County Local Transportation Commission

Siskiyou County, California

Evacuation and Preparedness Plan



Prepared by:

The Resiliency Initiative

The preparation of this report was funded by the Siskiyou County Local Transportation Commission's Overall Work Program, local funds, and a grant from the California Department of Transportation's Sustainable Transportation Planning Grant Program.

DRAFT MAY 2026

Table of Contents

Table of Figures	2
Introduction	3
Purpose	3
Scope.....	3
Authorities and References	4
Situation and Assumptions.....	4
Organization and Assignment of Responsibilities	7
Assignment of Responsibilities	7
Roles and Responsibilities Reference Matrix	10
Concept of Operations	14
Initial Actions	14
Evacuation Response Operations.....	17
Evacuation Strategies	21
Temporary Evacuation Points and Sheltering.....	29
Transportation Coordination.....	30
Repopulation Procedures.....	34
Direction, Control, and Coordination	35
Command and Control	35
Coordination	35
Information Collection and Dissemination.....	36
Communications.....	37
Inter-Jurisdictional and Intra-Agency Coordination.....	37
Communication Modalities	37
Notification Considerations.....	39
Communication Considerations.....	40
Plan Development and Maintenance.....	41
Maintenance.....	41

Appendices	42
Appendix A: Quick Evacuation Checklist.....	43
Appendix B: Congestion Points.....	44
Areas of Concern	44
Contingency Routes	49
Appendix C: Alternative Fuel Sites.....	51
Appendix D: Evacuation Maps	52

Table of Figures

Figure 1: STAGE Routes	32
Figure 2: Callahan Evacuation Map	53
Figure 3: Dorris Evacuation Map	54
Figure 4: Dunsmuir Evacuation Map.....	55
Figure 5: Etna Evacuation Map.....	56
Figure 6: Fort Jones Evacuation Map	57
Figure 7: Gazelle Evacuation Map.....	58
Figure 8: Grenada Evacuation Map	59
Figure 9: Happy Camp Evacuation Map.....	60
Figure 10: Lake Shastina Evacuation Map.....	61
Figure 11: McCloud Evacuation Map	62
Figure 12: Montague Evacuation Map	63
Figure 13: Mt. Shasta Evacuation Map	64
Figure 14: Quartz Valley Evacuation Map	65
Figure 15: Tulelake Evacuation Map.....	66
Figure 16: Weed Evacuation Map	67
Figure 17: Yreka Evacuation Map.....	68



Introduction

The Siskiyou County Evacuation and Preparedness Plan was developed to safeguard lives by enabling timely, organized, and accessible evacuations. This reflects Siskiyou County's commitment to proactive planning, informed decision-making, and community-centered emergency response. Recognizing the challenges that large-scale evacuations may pose for both evacuees and host communities, the plan focuses on mitigating the strain on surrounding jurisdictions, ensuring equitable access to services, and reducing disruptions to essential systems and resources.

This plan provides operational tools for evacuation coordination and communication across jurisdictions, disciplines, and community sectors. Developed in close collaboration with law enforcement, fire agencies, emergency medical services, and other critical partners through a Steering Committee, this plan reflects a unified approach to wildfire response planning.

Purpose

The Siskiyou County Evacuation and Preparedness Plan outlines a comprehensive framework for facilitating safe, efficient, and coordinated evacuations during emergencies, whether with or without advance warning. This plan provides evacuation strategies, recommended agency roles and responsibilities, and key considerations for relocating individuals from hazardous areas to designated safe zones.

Scope

It is also aligned with statewide coordination frameworks, including the California Master Mutual Aid Agreement and the State of California Emergency Plan, which collectively define roles and responsibilities for coordinating evacuation operations across jurisdictions.

Siskiyou County Local Transportation and Caltrans serve as supporting organizations during an evacuation to the County, including all jurisdictions and special districts. This plan is not intended to supersede any other emergency plans.



Authorities and References

The Siskiyou County Evacuation and Preparedness Plan was developed in accordance with relevant federal, state, and local laws, regulations, and guidance. The following authorities and references provide the legal and operational foundation for evacuation planning and execution.

Federal

- Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. §§ 5121 et seq.)
- Homeland Security Act of 2002
Presidential Policy Directive 8 (PPD-8): National Preparedness
- National Response Framework (NRF)
- National Incident Management System (NIMS)
- Americans with Disabilities Act (ADA), Titles II and III

State

- California Emergency Services Act (Gov. Code § 8550 et seq.).
- Local Government Authority (§§ 8558, 8630-8634)
- Governor's Authority (§§ 8567, 8571, 8625-8629)
- California Standardized Emergency Management System (SEMS).
- California Health and Safety Code §§ 13100 et seq.
- Assembly Bill 477 (Chapter 405, Statutes of 2021)
- California Government Code § 8593.3

Local

- Siskiyou County Emergency Operations Plan (EOP)
- Siskiyou County Hazard Mitigation Plan
- Siskiyou County Resolution 95-299
- Memoranda of Understanding (MOUs) and Mutual Aid Agreements

Situation and Assumptions

Siskiyou County is exposed to many hazards that can disrupt communities and require evacuation. Wildfire remains a top-rated hazard in Siskiyou County. However, earthquakes, landslides, and floods were also identified in the 2025 Siskiyou Local Hazard Mitigation Plan as hazards that could affect the county and potentially require or impact evacuations.

All of these may require evacuating one or more communities within the county. The Siskiyou County Sheriff's Office is responsible for coordinating and communicating evacuations throughout the unincorporated areas of Siskiyou County. Genasys



Protect (formerly Zonehaven) supports this process by providing zone-based public information and situational awareness.

This plan provides general guidance for evacuation operations; however, no plan can account for every real-world event. Actual incidents may present unpredictable or rapidly evolving conditions that require deviations from planned procedures. Evacuation strategies will be determined by on-scene conditions and the judgment of emergency personnel. Nothing in this plan shall be construed to limit the discretion of responding agencies or to create a guarantee of specific actions under all circumstances.

Planning Assumptions

The following assumptions were utilized in the development of this Plan:

- Planning efforts cannot take into account all real-world incidents, and actual incident behavior will determine evacuation strategies. The public should evacuate immediately upon receiving directions from emergency personnel.
- A decision to evacuate will be made through Unified Command, led by the law enforcement agency having primary jurisdiction, in coordination with the Incident Commander and supporting agencies.
- Law enforcement agencies are the primary lead for evacuation operations, with fire, emergency management, public works and other supporting agencies providing coordination and assistance as needed.
- The County and incorporated cities have adopted the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) and will follow NIMS and SEMS principles and structures for evacuation-related activities.
- The county will request and coordinate regional resources under the California Master Mutual Aid Agreement.
- Cities manage evacuations within their jurisdictions until their resources or capabilities are exceeded, at which point they request support from the Operational Area (County), whose EOC coordinates resources, mutual aid, and broader evacuation support.
- A portion of the population may choose not to evacuate, even in the face of significant danger.
- While most evacuees will rely on personal vehicles, planning efforts include transportation considerations for individuals with disabilities and others with access and functional needs, including, but not limited to, those without access to private transportation. According to the 2024 American Community Survey estimates from the US Census, of the 19,079 occupied housing units in Siskiyou County, 1,169 (6.1%) do not have a vehicle available.



- In compliance with Federal law, accommodations must be made to evacuate service animals (Americans with Disabilities Act) and to shelter household pets (Pets Evacuation and Transportation Standards Act).
- In most emergencies in Siskiyou County, most evacuees seek shelter with relatives or friends or in commercial accommodations rather than public shelter facilities. According to the 2025 community survey, 7% of respondents said they would likely use shelters during an evacuation, 25% were unsure where they would stay, and 17% noted "other".
- Ground transportation routes will typically serve as the main method of evacuation in the county.
- The public roadway network in the county will serve as primary, alternate, contingency, and emergency evacuation routes during an evacuation effort.
- Major ground transportation infrastructure in the county will largely remain intact after most incidents.
- The county should plan on not receiving assistance for up to 48 hours following an incident.



Organization and Assignment of Responsibilities

Evacuation requires coordination across the whole community; therefore, the recommended evacuation roles and responsibilities for local, county, state, and federal entities are provided. While these roles serve as a planning guide, each department or agency identified is responsible for developing, maintaining, and implementing its own Standard Operating Procedures (SOPs) to fulfill its recommended functions. This evacuation plan is for the Operational Area of Siskiyou County, and coordination occurs through the Operational Area Emergency Operations Center (OA EOC).

Assignment of Responsibilities

Community

Siskiyou County is home to the Fire Safe Council of Siskiyou County. Communities that annually meet a set of voluntary criteria for "In Good Standing Status" may be identified as a Firewise site. The communities recognized as "In Good Standing" as of 2026 are:

- **City of Dunsmuir**, *Dunsmuir*
- **Shasta Acres**, *Mt. Shasta*
- **Gateway**, *Mt. Shasta*
- **Timber Hills**, *Mt. Shasta*
- **Skyview**, *Mt. Shasta*

Local Jurisdictions

Siskiyou County includes nine incorporated cities, Dorris, Dunsmuir, Etna, Fort Jones, Montague, Mt. Shasta, Tulelake, Weed, and Yreka, and three community service districts, Happy Camp, Lake Shastina, and McCloud. Evacuation decisions are made in coordination with the Incident Commander and other Unified Command partners based on real-time conditions. Each incorporated jurisdiction has primary responsibility for managing operations within its jurisdiction. When local capabilities are exceeded, the jurisdiction will coordinate with the OA EOC to request support and collaborate on unified information sharing.



The incorporated jurisdiction(s) communicate and coordinate resources with the OA EOC. If the incorporated jurisdiction is affected, Unified Command is used to coordinate the incident response. Law enforcement agencies, highway and road departments, and public and private transportation providers will usually be involved in conducting evacuation operations. Procurement, regulation, and resource allocation are carried out by those designated in the applicable County and City plans.

Unincorporated Siskiyou County

Evacuation decisions in the unincorporated county are made by the Sheriff's Office in coordination with the Incident Commander. Depending on the size, scale, and location of the incident, the coordination of evacuation operations may involve, but is not limited to, the following agencies:

- Sheriff's Office
- Office of Emergency Services
- Fire and Rescue Agencies
- Health and Human Services Social Services Division
- Public Health
- Animal Control
- Building Department
- Environmental Health
- County Administration
- Public Works
- Siskiyou Transit and General Express
- School Districts
- Behavioral Health
- Sanitation
- American Red Cross
- Senior Centers and Resource Centers
- PG&E
- Firewise Communities
- Fire Safe Council

Siskiyou County Office of Emergency Services is the Operational Area EOC that coordinated the response operations and recovery resources countywide.

Mutual Aid

Under the terms of the California Master Mutual Aid Agreement, emergency response mutual aid is provided voluntarily between jurisdictions. The Inland Mutual Aid Region III consists of 13 counties, including Siskiyou County. Discipline-specific mutual aid systems work through designated mutual aid coordinators at the Operational Area, regional, and state levels to facilitate mutual aid. Mutual aid coordinators are established for:

- Fire and Rescue
- Law Enforcement



- Emergency Management (EOC) Staff
- Emergency Services
- Disaster Medical

The primary role of a mutual aid coordinator is to:

- Receive mutual aid requests
- Coordinate the provision of resources within the coordinator's geographic area of responsibility
- Pass unfilled requests to the next governmental level.

Mutual aid requests that do not fall under a discipline-specific mutual aid system are handled by emergency management staff at the local government, OA, regional, and state levels through the emergency services mutual aid system. When any jurisdiction within Siskiyou County needs resources, the Operational Area EOC facilitates submitting a request to the State Emergency Operations Center.

State

State agencies support the region and the Operational Area during large-scale evacuation responses. A designated member of the California Highway Patrol (CHP) will likely function as the Cal OES Mutual Aid Region Movement Coordinator and coordinate traffic control operations on a region-wide basis. The Movement Coordinator is assisted by a Caltrans representative, who would serve as the Mutual Aid Region Transportation Coordinator, coordinating resources between the County and the State.

Federal

The primary responsibility for managing evacuations rests with local government authorities. When the scale or complexity of an incident exceeds local capabilities, the local jurisdiction—through the County—may request assistance from the State of California. If state resources are also insufficient to meet the needs of the response, the Governor may request federal assistance. In such cases, the President may issue a major disaster declaration, triggering federal coordination mechanisms under the National Response Framework (NRF), including activation of the Catastrophic Incident Annex when appropriate.

The NRF outlines a structure of Emergency Support Functions (ESFs) to coordinate federal interagency support during major incidents. These ESFs act



as operational mechanisms for delivering federal assistance to local, state, tribal, and territorial governments, as well as to federal departments and agencies, in both Stafford Act-declared disasters and other emergencies. Each ESF unites public and private-sector capabilities within a coordinated framework designed to provide resources, technical support, essential services, and program implementation to help support life safety, protect property, preserve the environment, restore critical infrastructure, and aid community recovery.

Each ESF is assigned a specific Coordinating agency, along with primary and secondary support agencies outlined in the NRF, to support a coordinated and effective federal response during incidents of national significance. Local and State governments' evacuation efforts will be supported through several ESFs, including:

- ESF #1 - Transportation
- ESF #2 - Communication
- ESF #3 - Public Works and Engineering
- ESF #5 - Emergency Management
- ESF #6 - Mass Care, Emergency Assistance, Housing, and Human Services
- ESF #8 - Public Health and Medical Services
- ESF #9 - Urban Search and Rescue
- ESF #10 - Public Safety and Security

Roles and Responsibilities Reference Matrix

County

Recommended specific County roles and responsibilities for regional events or those impacting unincorporated areas are described in Table 1 below.

Table 1: County Responsibilities

Agency	Responsibilities
<i>Office of Emergency Services (OES)</i>	<ul style="list-style-type: none"> • Coordinate the Operational Area EOC in alignment with the County EOP.
<i>Sheriff's Office</i>	<ul style="list-style-type: none"> • Serves as the lead authority for issuing evacuation warnings and orders, including public information. • Coordinated law enforcement, traffic control, and security operations in affected and vacated areas. • Works with partner agencies to identify evacuation routes and safe areas. • Provides public safety information and supports the relocation of affected populations.



<i>Agency</i>	<i>Responsibilities</i>
<i>Fire and Rescue Operations</i>	<ul style="list-style-type: none"> • Coordinate fire and EMS operations. • Provide fire protection, command, and control. • Coordinate Unified Command to determine necessary fire prevention and mitigation measures along potential evacuation routes.
<i>Social Services</i>	<ul style="list-style-type: none"> • Coordinate mass care and shelter in alignment with county plans and department SOPs. • Coordinate with the American Red Cross and the California Department of Social Services for support as needed. • Coordinate with the Medical Health Operational Area Coordinator (MHOAC) or Behavioral Health Services for support with shelter-related physical and behavioral health services.
<i>Public Health</i>	<ul style="list-style-type: none"> • Coordinate health surveillance in shelters to validate safe and sanitary conditions.
<i>Animal Control</i>	<ul style="list-style-type: none"> • Coordinate emergency animal services operations during a disaster, including evacuation, shelter, and reunification in alignment with county plans and department SOPs.
<i>Building</i>	<ul style="list-style-type: none"> • Support the EOC with Damage Assessment inspections. • Evaluate the safety of structure/facilities for occupancy.
<i>Environmental Health</i>	<ul style="list-style-type: none"> • Support the EOC and coordinate with the building department to evaluate county facilities for re-occupancy after an emergency. • Perform health hazard evaluations and provide recommendations to departments regarding disaster-related issues (including asbestos, lead, mold, etc.) • Coordinate drinking water testing. • Coordinate with shelter managers to validate sanitation standards.
<i>County Administration</i>	<ul style="list-style-type: none"> • Lead coordination efforts for short and long-term recovery, including the establishment of Assistance Centers (Local, Family, and Disaster).



Agency	Responsibilities
Public Works	<ul style="list-style-type: none"> • Inspect and report on county roads. • Inspect and report on drainage/flood control facilities. • At the direction of Law Enforcement, open and close county roads. • Direct debris removal and recycling in the unincorporated areas of county roads. • Support actions for roadways to remain open and accessible for emergency services.
STAGE	<ul style="list-style-type: none"> • Support OES in the evacuation of individuals by providing STAGE bus transportation to those without accessible transportation. • Provide transportation from shelters to resources, services, and Local Assistance Centers through coordination with OES.

State

State agencies involved in evacuation efforts include Cal OES, Caltrans, the CHP, and others; specific roles and responsibilities are described in Table 2 below.

Table 2: State Responsibilities

Agency	Responsibilities
California Governor’s Office of Emergency Services (CalOES)	<ul style="list-style-type: none"> • Coordinate State and Federal resources to aid disaster recovery for individuals, families, non-governmental organizations, the private sector, and local and state governments. • Activate and coordinate the California Emergency Management Mutual Aid Plan. • Coordinate requests for State and Federal emergency declarations. • Participate in damage assessments. • Provide environmental/historical, engineering, and technical assistance. • Provide program oversight of state-administered disaster recovery. • Coordinate the establishment of Joint Field Offices, Disaster Resource Centers, and Local Assistance Centers.



Agency	Responsibilities
<p><i>California Department of Forestry and Fire Protection (CAL FIRE)</i></p>	<ul style="list-style-type: none"> • Provide fire prevention, fire protection and stewardship of over 31 million acres of California’s privately-owned wildlands. • Lead Incident Command for wildfire coordination in their jurisdiction, • Collaborate with local law enforcement, police, sheriffs, and local emergency services to implement evacuation orders on the ground.
<p><i>California Department of Transportation (Caltrans)</i></p>	<ul style="list-style-type: none"> • Provide reports and estimates on state roads and highways, including all overpasses, underpasses, and bridges. • Establish and implement long-term closures for detouring and channelization of traffic. • Activate Changeable Message Signs to inform motorists of changes in road conditions ahead.
<p><i>California Highway Patrol (CHP)</i></p>	<ul style="list-style-type: none"> • Provide initial reports on damage to roads and highways. • Coordinate with Caltrans as applicable to barricades or secure unsafe roadway sections. • Assist emergency vehicles and equipment in entering or leaving hazardous areas. • Coordinate Interstate traffic during the evacuation.



Concept of Operations

This Plan provides guidance on evacuation planning while reinforcing the authority and responsibilities identified above. The primary objectives of emergency evacuation planning and associated public notifications are to:

- Facilitate the safe and timely evacuation of individuals from areas threatened by wildfire or other hazards.
- Implement access control measures to prevent unauthorized entry into evacuated or restricted zones.
- Coordinate the movement of evacuees to designated locations, such as Temporary Evacuation Points (TEPs) and formal shelter sites.
- Coordinate efforts to support accessible evacuation for individuals with disabilities and others with access and functional needs, by utilizing pre-identified transportation resources and coordinated planning with partners.
- Manage the procurement, allocation, and deployment of transportation and public safety resources through established mutual aid systems, memoranda of understanding (MOUs), and other interagency agreements.
- Coordinate with local, county, and state law enforcement agencies to maintain traffic control, enforce evacuation orders, manage road closures, and support the safe movement of emergency and public traffic during evacuation operations.
- Address the needs of individuals with household pets and service animals throughout all phases of the evacuation process, including evacuation, sheltering, and repopulation, by incorporating animal care considerations into operational planning.
- Disseminate clear, timely, and coordinated public information before, during, and after evacuations through the Joint Information Center (JIC), using all available public communication platforms (e.g., Emergency Alert System, social media, Integrated Public Alert & Warning System (IPAWS), local media).
- Facilitate a safe, orderly, and well-communicated repopulation process, ensuring that returning residents receive consistent updates and that critical services are restored prior to reentry when possible.

Initial Actions

Activation of the Siskiyou County Evacuation and Preparedness Plan occurs when an incident necessitates an evacuation response. The plan serves as a guiding framework to support local jurisdictions in organizing and executing evacuations in collaboration with county agencies and regional partners. The decision to evacuate an area is not made lightly, and it significantly impacts public safety and the economy. The following process outlines the emergency evacuation decision-making process, highlighting suggested response coordination and communication.



Decision to Evacuate

Evacuation orders often occur under rapidly evolving and uncertain conditions, where available information may be limited, unclear, or subject to change, depending on the timing, severity, and nature of the incident.

To support informed decision-making and coordination across jurisdictions without prescribing rigid thresholds, the following considerations were evaluated, and guidelines were developed.

- Wildfire is dynamic and often evolves faster than traditional decision-making cycles.
- No single indicator typically triggers an evacuation order—decisions must balance fire behavior, public safety, and route availability.
- Evacuation warnings/orders may be initiated before a fire reaches the community if projections show credible risk.
- Multi-jurisdictional coordination and consistent public messaging are essential.

Evacuation Terminology

Having a common understanding and terminology across operational areas reduces conflict and fosters understanding, so communities can take appropriate action to stay safe. The California Standard Statewide Evacuation Terminology is defined below. These definitions align with FIRESCOPE's ICS 902 standards. Siskiyou County and the State of California have adopted this standard language through FIRESCOPE coordination to support clear, consistent communication regarding evacuations and related measures.

- **Evacuation Order:** Immediate threat to life. This is a lawful order to leave now. The area is lawfully closed to public access.
- **Evacuation Warning:** Potential threat to life and/or property. Those who require additional time to evacuate, and those with pets and livestock, should leave now.
- **Evacuation Order(s) Lifted:** The formal announcement of lifting evacuations in an area currently under evacuation.
- **Hard Closure:** Closed to all traffic except Fire and Law Enforcement.
- **Soft Closure:** Closed to all traffic except Fire, Law Enforcement, and Critical Incident resources (i.e., Utility, Caltrans, Public Works, etc., or those needed to repair or restore infrastructure).
- **Resident Only Closure:** Soft closure with the additional allowance of residents and local government agencies assisting with response and recovery.



Emergency responders can clearly communicate the risks of refusing to evacuate. Individuals who stay in place during an evacuation order may sustain serious injury or death, and future opportunities to evacuate may not be available due to rapidly changing conditions. Evacuation operations are conducted using a triage-based approach, prioritizing those who are willing and able to leave.

For individuals who choose not to evacuate, responders stress that they are against official advice and that first responders may not be able to return to offer assistance once conditions worsen. In such cases, law enforcement can document the individual's full name, address, contact number, and the name and phone number of a next of kin. This documentation supports accountability and post-incident follow-up if necessary.

Once a local jurisdiction issues an evacuation order, authorities validate that public information, evacuation sheltering resources, and security measures for evacuated areas are available and visible.



Evacuation Response Operations

The following table identifies the agencies or organizations typically responsible for the response actions necessary to implement an evacuation order.

Table 3: Evacuation Response Roles

<i>Response Activity</i>	<i>Lead Agencies</i>	<i>Supporting Agencies</i>
<i>Identify the Estimated Effects of the Event and Recommend Protective Actions</i>		
<i>Assess the impact on public health and safety and recommend protective actions.</i>	MHOAC	<ul style="list-style-type: none"> • HAZMAT • Centers for Disease Control (CDC) • Environmental Health
<i>Assess the environmental impact and provide recommendations for protective measures.</i>	Environmental Health	<ul style="list-style-type: none"> • HAZMAT • Caltrans • United States Geological Survey (USGS) • California Environmental Protection Agency (CalEPA) • Response Specific Organizations
<i>Identify any potential or additional threats or hazards that could lead to evacuation.</i>	Unified Command (Fire Law Enforcement)	<ul style="list-style-type: none"> • HAZMAT • Operational Area Emergency Operation Center (OA EOC) • FBI Fusion Centers
<i>Assess the impact of smoke on public health and offer smoke advisories and protective actions.</i>	Environmental Health	<ul style="list-style-type: none"> • CalEPA • Office of Environmental Health Hazard Assessment (OEHHA) • Siskiyou County Air Pollution Control District



<i>Response Activity</i>	<i>Lead Agencies</i>	<i>Supporting Agencies</i>
<i>Identify Evacuation Routes and Manage Traffic</i>		
<i>Provide information on the condition of evacuation routes (i.e., determine if roads are clear of debris and evaluate the safety and stability of bridges and other transportation infrastructure).</i>	<ul style="list-style-type: none"> • Caltrans • Public Works 	OA EOC
<i>Provide weather information (wind direction, rainfall, flooding potential) that may affect evacuation routes.</i>	National Weather Service	
<i>Data provided by support agencies may be used to identify evacuation routes.</i>	Unified Command	<ul style="list-style-type: none"> • Caltrans • Public Works • Mass Care and Shelter
<i>Coordinate traffic flow (use of signals, physical barriers, and law enforcement or other public officials to direct traffic).</i>	<ul style="list-style-type: none"> • CHP • Caltrans • Unified Command 	Public Works
<i>Removal of broken-down cars</i>	Unified Command	<ul style="list-style-type: none"> • Public Works • CHP
<i>Coordinate fuel and aviation assets as needed.</i>	OA EOC	Private Sector
<i>Coordinate livestock evacuation resources.</i>	Animal Control	OA EOC
<i>Secure the affected area and limit access.</i>	Law Enforcement	<ul style="list-style-type: none"> • CHP • Local law agencies • Law Enforcement Mutual Aid



<i>Response Activity</i>	<i>Lead Agencies</i>	<i>Supporting Agencies</i>
<i>Coordinate and Communicate with the Public</i>		
<i>Provide information to the media (radio, television, and the internet), including through social media.</i>	OA EOC PIO	<ul style="list-style-type: none"> Public Information Officer (PIO) Joint Information Center (JIC)
<i>Provide interpreters and evacuation materials in multiple languages and alternative formats, such as Braille and large print, as needed.</i>	OA EOC PIO	<ul style="list-style-type: none"> California Department of Rehabilitation California Department of Social Services Sheriff's Office MHOAC California Office of Emergency Services Access and Functional Needs Office (Cal OES - AFN)
<i>Reach out to segments of populations who do not have access to mainstream media technology.</i>	OA EOC PIO	<ul style="list-style-type: none"> 2-1-1 Volunteer Organizations Active in Disaster (VOAD)
<i>Communicate and coordinate with the private sector.</i>	OA EOC PIO	Supporting Businesses
<i>Communicate with companies most likely to provide services to evacuees as they travel (a key component is to work with gas suppliers to verify that gas stations along major evacuation routes are open and to obtain supplies as needed).</i>	OA EOC PIO	Administration
<i>Communicate and coordinate with neighboring jurisdictions and states</i>	OA EOC PIO	<ul style="list-style-type: none"> Cal OES Unified Command



<i>Response Activity</i>	<i>Lead Agencies</i>	<i>Supporting Agencies</i>
<i>Communicate with hospitals' long-term care and skilled nursing facilities, and other licensed care and residential facilities to identify and coordinate assistance as needed and available.</i>	MHOAC Public Health	<ul style="list-style-type: none"> • OA EOC • Siskiyou County Healthcare Coalition • Mass Care and Shelter • Fire
<i>Communicate and coordinate with Correctional Facilities.</i>	Sheriff's Department	<ul style="list-style-type: none"> • State Department of Corrections • Federal Prisons • Neighboring Counties
<i>Communicate with individuals with disabilities and others with access and functional needs, which includes, but is not limited to, those receiving in-home support services, residing in residential group homes, and those who are dependent on a medical device that requires power.</i>	Public Health	<ul style="list-style-type: none"> • Siskiyou Community Resource Collaborative • OA EOC • Area 2 on Aging • Utility Companies (i.e., Pacific Power)
<i>Coordinate Transportation Evacuation Assistance</i>		
<i>Identify and coordinate the use of accessible Temporary Evacuation Points (TEP).</i>	Unified Command	<ul style="list-style-type: none"> • STAGE • OA EOC
<i>Set up and provide staff to manage and coordinate TEPs.</i>	Mass Care and Shelter	<ul style="list-style-type: none"> • Social Services • OA EOC
<i>Coordinate the transportation of injured people to medical care outside the evacuation area.</i>	<ul style="list-style-type: none"> • Hospital and Medical Providers • Department of Operations Center - Public Health 	<ul style="list-style-type: none"> • EMS



<i>Response Activity</i>	<i>Lead Agencies</i>	<i>Supporting Agencies</i>
<i>Coordinate the evacuation of healthcare facilities.</i>	Hospital	<ul style="list-style-type: none"> • MHOAC • Siskiyou County Healthcare Coalition
<i>Coordinate the evacuation of schools and camps</i>	Emergency Preparedness Office of Education	<ul style="list-style-type: none"> • OA EOC • Fire • CAL FIRE
<i>Provide animal care and, as appropriate, coordinate animal evacuations. Manage the Ag Pass program.</i>	<ul style="list-style-type: none"> • Ag Department • Ag Extension 	<ul style="list-style-type: none"> • Animal Care and Control under the Ops Section of the EOC • California Department of Food and Agriculture
<i>Provide Shelters</i>		
<i>Identify, open, and staff shelters.</i>	Department of Social Services under the Ops Section of the EOC	<ul style="list-style-type: none"> • Environmental Health • Animal Services • Behavioral Health • American Red Cross

Evacuation Strategies

Effective evacuation requires implementing various traffic management strategies to enhance roadway efficiency and decrease overall evacuation time. A variety of measures can support these efforts, including traffic signal coordination, phased evacuations, clearly marked evacuation routes, deployment of Hi-Lo sirens, and the use of traffic control devices like road barriers. These strategies are most effective when time and resources are available for structured implementation.

Phased Evacuation

Phased evacuation is an effective strategy for reducing congestion and managing transportation demand by controlling access to evacuation routes through a structured and prioritized approach. This method involves evacuating areas in defined stages or sections, allowing emergency officials to prioritize communities closest to the immediate threat while minimizing traffic buildup on designated evacuation routes.



Law enforcement agencies with jurisdictional authority issue evacuation orders, typically in coordination with Unified Command and with support from OA EOC, and all affected jurisdictions. Law enforcement coordinates evacuations, manages traffic control points, and ensures public safety.

Siskiyou County utilizes the Genasys Protect platform to support phased evacuations and other protective actions through a zone-based information system. These zones are pre-identified geographic areas with unique identifiers that help streamline public information and coordinated response efforts. Alerts are distributed via *ReadySiskiyou* (the County's official alert and warning system) referencing zone numbers. The Zones can be found by entering an address on the [Genasys Protect](#) site. Status indicators are used to indicate current conditions in a zone and include:

- Normal: no active incidents reported.
- Evacuation Warning: potential threat identified; residents should prepare for possible evacuation.
- Evacuation Order: Immediate threat; residents must evacuate promptly.

Intersection and Traffic Signal Coordination

During an evacuation, it is critical to monitor key intersections to support traffic flow and maintain safe and efficient movement. Certain types of intersections, such as signalized locations, roundabouts, and high-volume areas like neighborhood exits, can become congestion points or sources of confusion, especially when large volumes of traffic are moving in the same direction. These locations may require active traffic management or assistance from law enforcement or emergency personnel to maintain order, direct vehicles, and prevent bottlenecks that could delay evacuation efforts. Proactive coordination at these key points is essential to ensure a timely, organized evacuation.

Signalized Locations

Traffic signal coordination is a vital strategy for enhancing outbound traffic flow during an evacuation. By adjusting signal timing to prioritize movement away from the affected area, jurisdictions can help alleviate congestion and expedite evacuation efforts. Depending on the size and complexity of the evacuation, coordination among multiple local and regional jurisdictions may be necessary to effectively retime traffic signal systems along major evacuation routes.

**Siskiyou County Signalized Locations:**

- Miner St. and SR 3 in Yreka
- Oberlin Rd. and SR 3 in Yreka
- Moonlit Oaks and SR 3 in Yreka
- N. Weed Blvd. and SR 97 in Weed
- Main St. and SR 97 in Weed
- E. Vista Dr. and Black Butte Dr. in Weed
- W. Lake St. and Commercial Ave. in Mt. Shasta
- N. Mt. Shasta Blvd. and E. Lake Street in Mt. Shasta
- E. Alma St. and N. Mt. Shasta Blvd. in Mt. Shasta

Roundabouts

While roundabouts can improve general traffic flow, they can also become choke points during evacuations when multiple streams of traffic converge and attempt to travel in the same direction. In such evacuation scenarios, the circular design can create confusion and hesitation among drivers. Under stress, this can lead to bottlenecks as vehicles yield excessively or struggle to merge smoothly. Additionally, roundabouts are not designed for high-volume, unidirectional traffic surges, which can overwhelm their capacity and cause significant delays, ultimately hindering the speed and efficiency of an evacuation. While there are currently no roundabouts in Siskiyou County, there is one being discussed in McCloud CSD on SR 89.

Congestion Points

The geography of Siskiyou County creates congestion points due to topography, narrow roads, and community development. Known congestion points should be considered during an evacuation. There will not be resources to coordinate traffic flow at each location, but the locations of congestion points are considered when determining evacuation orders, timing, and resource deployment. These locations are listed in [Appendix B](#).

Use of Hi-Lo Siren

In accordance with California Vehicle Code section 27002, as amended by Assembly Bill 909 (2020), emergency vehicles are permitted to be equipped with a Hi-Lo warning siren specifically designated for evacuation purposes. This distinctive two-tone signal is used to notify the public of an immediate need to evacuate and is intended to be clearly distinguishable from standard emergency sirens. The law promotes a consistent statewide approach to



evacuation alerts and is supported by guidance and training developed by the California Office of Emergency Services.

Use of Road Barriers

Road barriers are a critical component of traffic control during evacuation. They can be used in conjunction with other transportation strategies to manage evacuee flow and enhance public safety.

Road barriers can be deployed by trained personnel and coordinated through the Incident Command structure, with oversight from law enforcement and traffic management teams. Their placement should consider visibility, signage, and accessibility for emergency responders. These barriers clearly delineate open and closed routes, ensuring evacuees remain on designated evacuation paths and are prevented from entering hazardous or restricted areas. Barriers may be placed at:

- Road closure points to prevent entry into areas under evacuation orders or those deemed unsafe
- Intersections to guide traffic toward safe egress routes
- Perimeter access points, including soft or hard closures, as coordinated with law enforcement and public works agencies

Use of Designated Markings

Clear and consistent signage is essential to support a safe, orderly, and efficient evacuation. Designated markings, including signs, flags, cones, and other visual indicators, play a critical role in guiding evacuees along evacuation routes and helping them make informed decisions under stressful conditions. To be effective, signage should be highly visible, weather-resistant, and easy to understand, with consideration given to multilingual messaging where appropriate. These markings may be used to:

- Identify official evacuation routes and direction of travel
- Indicate road closures or restricted access areas
- Direct traffic at key intersections or alternate routes
- Mark locations for Temporary Evacuation Points (TEPs), shelters, or transportation assistance
- Reinforce messaging provided through emergency alert systems



Use of Contraflow

Contraflow operations, which involve directing vehicles to travel against the normal direction of traffic on designated roadways, can create several operational and logistical challenges. One of the primary concerns is maintaining access for emergency response vehicles, including fire apparatus, ambulances, law enforcement units, and utility crews, that must travel into the impacted area during an active incident. Redirecting all outbound traffic lanes could delay these critical resources and compromise life-safety and incident-response operations. Each evacuation coordination will need to evaluate the need and potential implementation of contraflow.

Potential limitations include:

- The complexity of setting up and managing contraflow transitions, especially at entry and exit points
- The requirement for significant traffic control personnel and equipment to implement contraflow safely
- The narrow and rural design of many Siskiyou County roadways may not support safe contraflow use
- The limited time available during no-notice events such as wildfires or earthquakes, which typically do not allow for the 24 to 72 hours needed to plan and activate contraflow systems.

Evacuation of Individuals with Access and Functional Needs

Every incident presents unique, rapidly changing conditions that may limit the extent to which established plans and procedures can be implemented. The OA EOC will make every effort to coordinate and support field operations; however, the availability of resources, personnel, and communication systems may vary depending on the incident's scale and impact. However, accommodating Access and Functional Needs in evacuation may include modifications to programs, policies, procedures, architecture, equipment, services, supplies, and communication methods; examples are included in Table 4.



Table 4: AFN Assistance Considerations

Population	Considerations
Seniors and People with Disabilities	<p>Contact isolated and homebound seniors and people with disabilities to check their status and to support them in getting the services they need.</p> <p>Distribute food, water and other supplies to seniors and people with disabilities living alone or in isolated areas.</p> <p>Assist seniors and people with disabilities in filling prescriptions for life-sustaining and other important medications, and replace vital personal equipment (e.g., hearing aids, wheelchairs, and batteries) damaged or lost in the disaster.</p> <p>Check on and, if necessary, evacuate people who cannot be self-sufficient for 3-5 days following a large-scale disaster. This includes people who are severely disabled or ill, on life support systems, frail elderly and people in dependent care.</p>
Non-English Speakers	<p>Make disaster resource information available in a variety of languages.</p> <p>Provide coaches or advocates to help non-English speakers present their case or need for disaster assistance effectively.</p> <p>Make certain that information and services are available to isolated neighborhoods and residents.</p> <p>Reach out to people who need services and get them (particularly for undocumented populations who will fear involvement with government agencies).</p> <p>Deliver culturally appropriate services, such as meeting the dietary needs of culturally diverse populations in feeding operations.</p>



Population	Considerations
<p>People who are Unhoused, Marginally Housed, or Shelter-Dependent</p>	<p>Coordinate planning with homeless service providers to support the transition of the chronic homeless population out of disaster shelters.</p> <p>Provide mental health and substance abuse support services to the homeless population in disaster shelters.</p> <p>Help individuals who are victims of abuse find alternate community-based shelters if evacuation is necessary.</p> <p>Children with special circumstances include unattended minors or latch key children, children living in foster care, group or halfway homes, and other residential assisted living programs.</p> <p>Identify appropriate alternative shelters, if necessary and connect children to emotional support services as needed.</p> <p>Validate that facilities have emergency plans that meet the needs of the children they serve.</p>
<p>Single-Parent Households</p>	<p>Provide day care support and family support services to single parents with children who have limited personal resources.</p>
<p>People Living in Poverty</p>	<p>Identify post-disaster emergency, temporary, or subsidized housing.</p> <p>Plan for long-term recovery needs.</p> <p>Provide community services to people living in poverty.</p>
<p>People with Mobility Needs</p>	<p>Validate shelters are physically accessible (e.g., entrance ramps, bathrooms, sleeping areas).</p> <p>Evacuate the chair and other equipment with its user.</p> <p>Provide accessible transportation for people with mobility disabilities both during evacuation and to reach alternate sites.</p>



Population	Considerations
People with Visual Disabilities	Provide assistance (guides) to help with navigation at disaster service locations. Keep service animals or guide dogs with the person at all times.
People who are Deaf or Hard of Hearing	Include American Sign Language interpreters and Text Telephones/Telecommunications Device for the Deaf (TTY/TDD) equipment with trained personnel at locations where disaster assistance is provided.
People who are Energy Dependent	Relocate people dependent on electrical power so they can maintain their life support systems during short or long power outages.
People with Developmental or Cognitive Disabilities	Present information and instructions slowly for individuals who have difficulty understanding rapidly presented or quickly flashed material (e.g., on a television screen).
People with Communication or Speech-Related Disabilities	Be creative and patient with people who are non-vocal, but still capable of making their needs known to listeners.

Evacuation of Animals

Evacuees who relocate to relatives' or friends' homes or to commercial accommodation often bring their pets and may not need additional public assistance. However, evacuees seeking public transportation or sheltering services with pets present unique operational challenges. Past incidents have shown that some individuals may refuse to evacuate if they cannot bring their pets with them. These behavioral considerations can be recognized and addressed in emergency communications. Table 5 provides potential actions to support animal evacuation.

Table 5: Animal Evacuation Considerations

Considerations	Resource Potentials
Maintain inventory of available animal shelters, trailers, crates, feed, and veterinary supplies.	Resource logs, EOC asset board
Pre-identify small and large animal sheltering sites, including overflow capacity and transport routes	GIS shelter mapping, MOU documents
Develop public outreach materials on pet and livestock preparedness (go-kits, ID tags, trailer safety)	Ready.gov/pets, CAL FIRE "Pet Evacuation" guide



Considerations	Resource Potentials
Train staff and volunteers on animal handling, intake tracking, and health protocols.	FEMA Animal Response Training, Veterinary Medical Assistance Team (VMAT) guidance
Coordinate activation of animal evacuation sites as part of the sheltering plan.	Co-locate where feasible with human transfer sites
Assign an Animal Services Liaison in EOC to coordinate resources and information flow.	Mass Care & Shelter and Logistics branches
Track incoming animals and owners using identification bands, tags, or barcoded forms.	Use pre-filled forms or digital apps where available.
Provide feeding, watering, and veterinary checks in shelters.	Coordinate with NGOs and on-call veterinarians.
Communicate shelter status and public instructions through alert systems and media.	Include pet instructions in all evacuation messages.

Agriculture Livestock Pass Program

Siskiyou County understands that many residents may hesitate to evacuate due to concerns about livestock or agricultural property. In response, the County has created, in accordance with CA AB1103, the Livestock Pass Program, led by the Siskiyou County Agricultural Commissioner’s Office. This pass must be presented to law enforcement, fire personnel, or other emergency personnel at a point of entry to gain entrance to an evacuation zone or other restricted areas caused by a natural disaster, to provide feed, water, medical treatment, and other care to large-scale commercial livestock, subject to the discretion of the emergency personnel.

Temporary Evacuation Points and Sheltering

Temporary Evacuation Points

TEPs serve as short-term, safe staging areas where evacuees can receive information, wait for transportation, or determine their next steps. These sites are especially important during fast-moving incidents when emergency shelters may not yet be open or accessible.

TEPs typically do not provide long-term support services such as food, water, or restrooms. Their primary purpose is to serve as safe and accessible locations for temporary congregation, with staff available to provide directions, transportation assistance, or referrals to emergency shelters once those are



operational. OES has agreements in place with identified potential locations, and the decision to activate them is made as needed.

Emergency Shelters

Not all evacuations require emergency shelter support. The need and location of the shelter will be identified by the Sheriff and the OA EOC. Emergency shelters are outlined in the Siskiyou County EOP Shelter Annex.

Transportation Coordination

Staging areas may be established to stage transportation resources and then obtain control of and manage them in support of transportation point operations. First Responder vehicles can maintain communication with authorities via radio, allowing them to coordinate real-time information on road conditions, evacuation and transportation points, and other critical details.

Traffic Routes and Evacuation Transfer Sites

Efficient evacuation operations during emergencies in Siskiyou County require interagency communication and adaptive decision-making rather than relying on static routing instructions. Conditions may make primary evacuation routes inaccessible due to fire proximity, debris, congestion, or power outages (which can disrupt signals and signage).

Assembly Points may be needed for those without personal transportation. Not all incidents will require or be feasible for an Assembly Point, and residents should adhere to the actual real-time instructions provided by emergency management personnel during an incident.

Overall, evacuation routes need to be coordinated across jurisdictional boundaries. Sustained inter-jurisdictional coordination may be needed between evacuated and host communities along or near the evacuation routes. Evacuation maps are in [Appendix D](#).

Table 6 identifies planning considerations for traffic control points. These considerations do not supersede law enforcement SOPs or onsite direction.



Table 6: Control Point Considerations

<i>Consideration</i>	<i>Resource Potential</i>
<i>Identify and map primary, secondary, and tertiary evacuation routes based on terrain, capacity, and historical fire patterns.</i>	Caltrans Traffic Maps, Fire Behavior Models, GIS evacuation overlays
<i>Establish potential transfer site locations throughout the county with input on ADA accessibility, parking capacity, and utility backup.</i>	County facility databases, school transportation plans, Shelter Agreements
<i>Develop a unified traffic control point (TCP) plan for major intersections and rural access points.</i>	Existing TCP schematics, Cal OES Evacuation Planning Guide
<i>Pre-position signage, message boards, and traffic cones near identified routes and TCPs</i>	Equipment inventories, maintenance yard lists
<i>Coordinate evacuation routes and transfer site planning with transit agencies and para-transit providers.</i>	Route maps, emergency operations agreements, and AFN needs.
<i>Confirm route availability and transfer site activation status using GIS and field reports.</i>	Validate via real-time data, road sensors, WAZE, and observer teams.
<i>Activate the Traffic Group Supervisor and assign units to TCPs</i>	Use ICS 204 assignments; coordinate with Public Works for barricade placement.
<i>Activate and staff designated evacuation transfer sites.</i>	Notify the public through Alert Siskiyou, social media, and PIO updates.
<i>Validate that ADA-compliant transport options are routed to activated transfer sites.</i>	Deploy para-transit units and update EOC Documentation Boards.
<i>Maintain situational awareness of road closures, fire progression, and traffic congestion.</i>	Display data on EOC maps and incorporate it into public messaging cadence.

Modes of Transportation

The primary mode of transportation used during jurisdictional evacuation efforts will be privately owned automobiles. The OA maintains working relationships with partner organizations, including advocacy organizations, agencies serving transportation-dependent populations, and faith- and community-based organizations.



During the evacuation process, it may be necessary to assist non-ambulatory individuals or those who require mobility assistance, wayfinding support, supervision, or language interpretation. 9-1-1 call centers and the OA EOC will coordinate with responding agencies to provide transportation assistance to those requesting help. It may be necessary to use ambulances and other public safety personnel during the early stages of an incident while other transportation services are put into place.

- Public Schools: Siskiyou County has six school districts with school buses, which can be utilized during emergencies if they are not being used by the school.
- Siskiyou Transit and General Express (STAGE): STAGE has established routes, schedules, and buses that can be utilized in an evacuation.
 - Fixed Routes:
 - Route 1 - Cascade Flyer Express - Yreka/Weed/Mt. Shasta/Dunsmuir
 - Route 2 - Dunsmuir/McCloud/Yreka
 - Route 3 - McCloud/Dunsmuir/Yreka
 - Route 4 - Scott Valley/Yreka/Montague
 - Route 5 - Yreka/Montague/Scott Valley
 - Route 6 - Happy Camp/Yreka

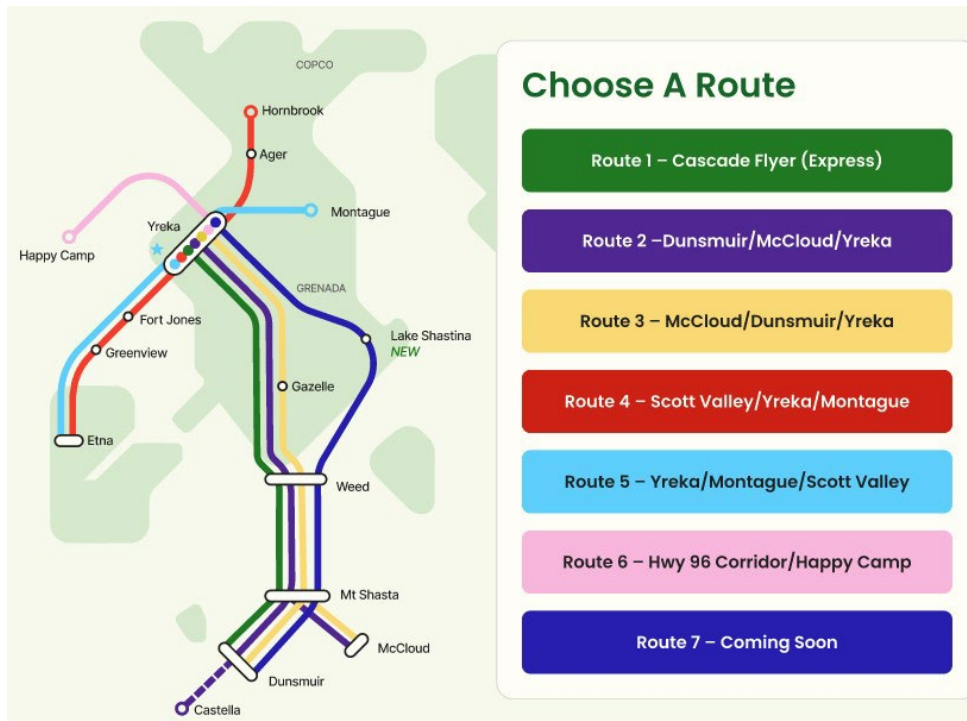


Figure 1: STAGE Routes



- Sage Stage: Sage Stage provides public transit in Modoc County, offering a Tuesday route from Alturas to Klamath Falls via Tulelake.

Additional private transportation resources in the County include:

Tribal Services Providers

- Karuk Tribal Health Program: The Karuk Tribal Health Program offers limited clinic transportation services at each clinic location for Karuk Tribal members who are traveling to tribal clinics.
- QVIR Anav Indian Health Clinic: The QVIR Anav Indian Health Clinic provides tribal members and partnership patients with shuttle service.

Social Service Providers

- Siskiyou County Health & Human Services Agency (SCHHSA)
 - Adult and Children's Services
 - CalWORKs Welfare-to-Work
 - Behavioral Health
- Community Resource Centers
- Madrone Hospice Inc., Madrone Senior Services, Yreka
- Mt. Shasta Recreation and Parks District
- Mt. Senior Center: Nutrition Program
- Planning and Service Area 2 Agency on Aging
- Weed Senior Shuttle
- Far Northern Regional Center
- Siskiyou Opportunity Center
- Dignity Health Connected Living
- Great Northern Services
- Northern Valley Catholic Social Services

Non-Emergency Medical Transportation Providers

- Mercy Mt. Shasta Medical Center
- Fairchild Medical Center
- Veterans Transportation Service
- California Accessible Transportation
- Mt. Shasta Taxi

Education Providers

- Evan's Transportation



Repopulation Procedures

Repopulation efforts are generally initiated by Unified Command, in coordination with the OA EOC. In most situations, the OA EOC will remain activated throughout the repopulation process to support coordination and ensure safe and effective operations. Repopulation will be guided by the following priorities.

- Protection of public safety
- Maintenance of security and public order
- Completion of damage assessments
- Restoration of critical services
- Effective and timely communication with the public

Before authorizing repopulation, the impacted areas are evaluated to the extent possible to determine whether conditions appear safe for reentry. The public will be notified of authorized repopulation through the multi-modal notification systems outlined in this plan. These may include:

- ReadySiskiyou
- Press releases and public service announcements
- Community briefings
- Information updates are posted at shelters and evacuation sites

When applicable, typically in a Resident Only Closure, clear procedures to verify returning residents and critical support personnel to:

- Confirm residency or authorized access
- Screen contractors, insurance adjustors, and other third-party personnel to validate legitimacy
- Maintain overall safety and traffic flow

Evacuees who need assistance returning from shelters or Temporary Evacuation Points (TEPs) to their communities may require organized transportation support. These transportation operations are planned and coordinated through the Operational Area Emergency Operations Center (OA EOC).



Direction, Control, and Coordination

Command and Control

In any emergency or disaster, the basic command and control of a multi-jurisdictional evacuation effort in Siskiyou County aligns with its Emergency Operations Plan (EOP) and the statewide California Disaster and Civil Defense Master Mutual Aid Agreement when managing multi-jurisdiction evacuation responses. All jurisdictions within the county adhere to the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) and utilize the Incident Command System (ICS) during emergencies.

Coordination

The authority to order an evacuation for Unincorporated Siskiyou County resides with the Office of the Sheriff. On-scene Sheriff's Office Incident Command has the statutory authority to issue an evacuation order. The cities of Dorris, Dunsmuir, Etna, Fort Jones, Montague, Mt. Shasta, Tulelake, Weed, and Yreka have the authority to order evacuations for their respective jurisdictions. The primary responsibility for issuing evacuation orders rests with the local governing body or another entity authorized by ordinance, resolution, or verbal delegation.



Information Collection and Dissemination

During an evacuation, the OA EOC relies on critical incident information provided by the Incident Commander or Unified Command, along with updates from local EOCs, to support and coordinate evacuation efforts across the county. Maintaining situational awareness is crucial for an effective evacuation. To accomplish this, the OA EOC collaborates closely with first responders, city leadership, and supporting agencies to gather comprehensive incident data as outlined in the Siskiyou County EOP and individual jurisdictions' EOPs.



Communications

Effective, reliable, and interoperable communication systems are essential for the success of any evacuation effort. Communication must be timely, redundant, and accessible to support informed decision-making, coordinated response efforts, and public safety throughout all phases of an incident. Strong information management practices validate that information is collected, verified, and disseminated consistently across jurisdictions and agencies. Siskiyou County has outlined communications through its EOP.

Key components of an effective evacuation communication strategy include:

- Initial Public Notification
- Inter-jurisdictional and Intra-agency Coordination.
- Situation Reports and Operational Updates
- Real-time Communication with Evacuees
- Accessible Communications for Individuals with Disabilities and Others with Access and Functional Needs

Inter-Jurisdictional and Intra-Agency Coordination

CCR, Title 19, §2445 states that local governments, operational areas, and state agencies shall include the use of SEMS in emergency plans and procedures pursuant to §2403, 2405, 2407, 2409, 2411, 2413, and 2415. Special districts may be grouped together by the functions they were designed to perform, such as water purveyors, electric providers, schools, etc.

Communication Modalities

Clear, timely, and accessible public notifications are essential to support residents' safety and cooperation during an evacuation or a shelter-in-place directive. To be effective, these messages must provide essential and accessible information that helps the public understand the reason for the action, how long it is expected to last, and what steps they need to take. To reach as broad an audience as possible, Siskiyou County employs a multi-channel emergency communication strategy.

- Genasys Protect: Current zones established for Siskiyou County, California. Siskiyou County has a Know Your Zone campaign to help residents and visitors know their evacuation zone.
- Caltrans: Caltrans has a [QuickMap](#) to check road closures and conditions during emergencies and coordinate with law enforcement to provide



accurate road information for public use. The District External Affairs office can support evacuation efforts with press releases and social media posts.

- ReadySiskiyou: Preparedness information and non-emergency response information are available online. Siskiyou County's official emergency notification system provides critical alerts via phone calls, text messages, emails, and public broadcast systems. Managed by the Siskiyou County Sheriff's Office and Office of Emergency Services (OES), it enables officials to issue geographically targeted warnings and countywide alerts during major emergencies.

Alerts will utilize these zone numbers, as found in Genasys Protect, to issue targeted warnings, evacuation orders, and shelter-in-place advisories. While landline numbers are automatically included, residents and visitors are encouraged to register their cell phones, VoIP numbers, and email addresses to ensure that they receive important updates.

Alerts are integrated with the *Integrated Public Alert and Warning System (IPAWS)* and can also be broadcast through the *Emergency Alert System (EAS)* and *Wireless Emergency Alerts (WEA)*.

- Emergency Alert System EAS: The Emergency Alert System (EAS) is a dedicated system that interlinks all commercial radio and television stations in Siskiyou County. In Siskiyou County, the Office of Emergency Services can activate a warning using EAS. EAS can be accessed at the federal, state, and local levels to transmit essential information to the public.

Message priorities under Part 73.922(a) of the FCC's rules are as follows:

Priority One: County Administrator Messages (carried live)

Priority Two: EAS Operational (Local) Area Programming

Priority Three: State Programming

Priority Four: National Programming and New

- Integrated Public Alert Warning System: IPAWS The Integrated Public Alert Warning System (IPAWS) is a dedicated system that interlinks all cell phone users in a geographical area within Siskiyou County. If necessary, special countywide advisories and warnings can be issued during major emergencies.
- Regional Medical Centers: Medical centers amplify ReadySiskiyou alerts through their Everbridge Reverse 911 and will activate individual phone calls to their clients and vendors through service coordinators.
- School Districts: The local school districts utilize a communication tool to alert parents, guardians, students, and staff about emergencies, school closures, or important updates. It operates by sending mass notifications



via phone calls, text messages, email, and, in urgent situations, social media platforms.

- Local Community Platforms: The Siskiyou Media Council is available to support community emergency communications via public access TV stations in Weed and Yreka and broadcast ability to OTT applications (Roku, Apple, etc.).

Use of Changeable Message Signs

A Changeable Message Sign (CMS) is primarily used to give motorists real-time traffic safety and guidance information about planned and unplanned events that significantly impact traffic on the State's highway system. In areas where both permanent and portable signs are used, it is important that no conflicting messages are displayed. Portable CMSs are available in the county through construction companies and OES, while fixed Caltrans CMSs are located on I-5.

Notification Considerations

Effective initial communication with the public is essential for ensuring an efficient evacuation and minimizing the physical and emotional stress associated with emergency events. A well-crafted initial notification helps the public quickly understand the situation, take appropriate protective actions, and seek additional information as needed. Emergency public information priorities include:

- What to do (and why)
- What not to do (and why)
- Information (for parents) on the status and actions of schools (if in session)
- Hazardous/contaminated/congested areas to avoid
- Curfews
- Road, bridge, freeway overpass, and dam conditions, and alternate routes to take
- Evacuation routes, instructions, and arrangements for persons without transportation
- Weather hazards (if appropriate)
- Law Enforcement instructions

Delivering this information in a concise, accessible format supports rapid decision-making, builds trust in the emergency response system, and contributes to a more orderly evacuation process.



Additionally, communications with transit agencies should reinforce compliance with California Senate Bill 397, which requires transit operators to implement best practices to allow the evacuation of household pets on public transit vehicles during emergencies. These practices help support a higher rate of voluntary evacuation and reduce the likelihood that residents will remain in hazardous areas to care for their animals.

Ongoing Informational Updates

It is crucial that evacuees receive timely, accurate updates throughout an evacuation. Information on the locations of transportation pickup points and TEPs, the status of evacuation routes, road and area closures, traffic conditions, and the availability of medical care, shelter space, and other essential services.

Communication Considerations

Evacuation information should be accessible and actionable for the entire community, delivered in a variety of formats that accommodate diverse communication needs and abilities. Emergency messaging is designed with accessibility in mind, allowing individuals with disabilities, those with limited English proficiency, and others with specific needs to receive and understand life-saving information. Jurisdictions need to review and incorporate accessibility features and communication methods into all evacuation-related messaging. Examples include:

- Use of American Sign Language (ASL) for live and recorded video messages
- Delivery in plain, clear, and concise language that is easy to understand
- Translation into multiple languages commonly spoken in the community
- Compliance with Section 508 accessibility standards, including:
- Proper alt text for images
- Adequate color contrast
- Logical reading order and use of descriptive headings
- Overall accessible graphic design and layout



Plan Development and Maintenance

The preparation of this plan was funded through the Siskiyou County Local Transportation Commission and developed by The Resiliency Initiative. It is written to align with the policies, procedures, and practices outlined in the Siskiyou County EOP.

Maintenance

Siskiyou County Local Transportation Commission will be responsible for maintaining and updating the Siskiyou County Evacuation and Preparedness Plan. At a minimum, this Plan should be reviewed every 5 years to remain consistent with the maintenance cycle established for the Siskiyou County EOP.

Revisions may also occur outside the scheduled review period in response to policy or procedural updates, lessons learned from an After-Action Report (AAR) of real-world incidents, or recommendations from exercises or evaluations. Proposed updates submitted to the Siskiyou County Local Transportation Commission to be reviewed in collaboration with relevant jurisdictional partners to support alignment and consistency across all entities.



Appendices



Appendix A: Quick Evacuation Checklist

This checklist offers a flexible, cross-jurisdictional framework for training and supporting wildfire evacuation activities. This checklist does not supersede existing SOPs or the Siskiyou County EOP.

Immediate Actions For Any Incident

- Gain jurisdictional situational awareness.
- Determine response status.
- Review the status of initial protective actions.
- Consider additional protective actions.
- Evaluate public information needs.
- Determine the next steps to coordinate and implement protective actions.

Situational Awareness - What happened (including where and when)

- Location of wildfire
- Response status in the operational area
- Evaluate an organization's resource availability

What jurisdictions/neighboring jurisdictions have been evacuated or sheltered?

- Estimated number of people and animals evacuated?
- Are temporary evacuation points (TEPs) being used?
- Coordination with adjoining jurisdiction(s)?

Response Status

- Is the emergency operations center (EOC) activated, and at what level?
- Is the incident cascading, or is the incident stabilized?
- What is the impact on neighboring jurisdictions/zones?
- Who is leading the response or investigation?
- What additional resources/agencies are needed, including those required to support individuals with disabilities and others with access and functional needs?
- How have the needs of individuals with disabilities and others with access and functional needs been addressed?
- Has any initial protective action occurred for transportation (i.e., public transit operational)?

Emergency Public Information

- What is being communicated, when, how (tools or mediums being used), and by whom?
- Validate that the message is uniform and consistent across all jurisdictions involved.
- Is the message accessible?



Appendix B: Congestion Points

Areas of Concern

Areas of concern were identified through interviews with key stakeholders and resident feedback and were drawn from pre-existing county documents. These areas may be impacted during an evacuation due to closure, congestion, reduced capacity, or other factors. Adaptation strategies, such as those outlined in the Road Network Improvement Recommendations section, should be developed to mitigate or eliminate identified impacts, with a particular focus on social equity and economic outcomes.

Residential Areas with Only One Evacuation Route

In addition to the areas identified below, the survey identified self-perceived one-way-in, one-way-out areas. This information can be found in the survey results annex.

Area	Description	Latitude	Longitude
Dunsmuir	All residential developments north of the 4th Street & Hilltop Drive intersection.	41°12'09.4"N	122°16'12.1"W
	All residential developments south of the Katherine Street & S. Francis Street intersection.	41°12'07.6"N	122°16'29.8"W
	All residential developments south of the Dunsmuir Avenue/Elizabeth Street intersection.	41°11'46.8"N	122°16'50.3"W
	All residential developments north of the Bush Street & Mountain Avenue intersection.	41°12'29.6"N	122°16'11.7"W
	All residential developments east of the River Avenue & Upper River Avenue intersection.	41°13'01.1"N	122°16'17.1"W
	All residential developments north of the Linda Place & Dunsmuir Avenue intersection.	41°14'07.7"N	122°16'18.3"W
	All residential developments on Pinewood Road, starting at the corner of Prospect Avenue.	41°14'05.0"N	122°16'31.5"W



Area	Description	Latitude	Longitude
	All residential developments north of the Wells Avenue & Hart Avenue Intersection.	41°13'52.5"N	122°16'39.8"W
	All residential developments north on Scarlet Way, commencing at the Dunsmuir Avenue intersection.	41°13'42.4"N	122°16'33.1"W
	All residential developments north on Shasta Terrace, commencing at the Willow Street intersection.	41°12'42.8"N	122°16'31.2"W
Etna	All residential developments east on Esther Warren Road, starting at the Sawyers Bar Road intersection.	41°26'33.8"N	122°54'09.4"W
	All residential developments west of the unnamed road, starting at 1389 Sawyers Bar Road.	41°26'48.4"N	122°54'02.2"W
	All residential developments south on Pleasure Park Road, starting at the Callahan Street intersection.	41°27'21.2"N	122°53'19.7"W
Mt. Shasta	All residential developments north of the Lotus Lane & Shasta Acres Road Intersection.	41°18'51.9"N	122°17'01.4"W
Scott Valley	All residential developments east of the Eastside Road & Hurds Gulch Road Intersection.	41°32'54.3"N	122°49'44.5"W
	All residential developments south of Azalea Drive, starting at the intersection with French Creek Road.	41°21'23.2"N	122°54'03.4"W
	All developments north on French Creek Court, starting at the intersection with French Creek Road.	41°21'29.3"N	122°54'07.1"W
	All residential developments east on Facey Bingham Road, starting at the East Callahan Road intersection.	41°22'28.8"N	122°49'20.5"W

Table 7: Residential Areas with Only One Evacuation Route



Infrastructure Concerns

Area	Description	Latitude	Longitude
Callahan	Hwy 3 to Trinity is often closed during the winter months.	41°17'36.4"N	122°44'00.8"W
Montague	Flooding - History of Shasta River flooding cresting over the highway.	41°17'47.6"N	123°21'41.2"W
Salmon River	Rockslides - slides block access to Salmon River communities, such as Etna and Cecilville.	41°17'47.6"N	123°21'41.2"W
Scott Bar	Flooding - Scott River flooding causes landslides and road closures.	41°43'53.5"N	122°58'56.9"W
Seiad Valley	Flooding - Flooding in the low-lying areas of Highway 96.	41°43'53.5"N	122°58'56.9"W
Lake Shastina	Flooding - Road drainage has become an issue since the Mill Fire.	41°30'18.1"N	122°23'00.5"W
	Flooding.	41°29'57.4"N	122°22'31.2"W
	Flooding.	41°30'10.6"N	122°21'53.4"W
Weed	Poor Infrastructure - South Weed Blvd is in poor condition, with numerous potholes.	41°24'44.1"N	122°22'57.3"W
Yreka	Flooding.	41°43'43.0"N	122°38'09.4"W
	Poor Infrastructure - In poor condition, with numerous potholes and erosion.	41°43'12.4"N	122°41'13.8"W
	Rockslides - Along Hwy 263 to Hwy 96.	41°46'26.8"N	122°36'16.4"W
	Flooding - Rockslides and seasonal creek flooding in several areas of Hwy 96.	41°50'28.8"N	122°40'10.2"W

Table 8: Infrastructure Concerns



Narrow Roadways

Area	Description	Latitude	Longitude
Dunsmuir	Narrow Roadway - Road width and poor condition.	41°14'49.5"N	122°15'31.3"W
Etna	Narrow Roadway - This road is too narrow, and with a camp nearby, traffic will be awful in an emergency.	41°24'13.2"N	122°52'07.1"W
Mt. Shasta	Narrow Roadway - subject to flooding.	41°18'37.2"N	122°19'27.5"W
Weed	Narrow Roadway - Regularly blocked by commercial traffic utilizing GPS during weather events.	41°25'28.9"N	122°23'44.3"W
	Narrow Roadway - Private Road, regularly shown as an alternate route on GPS despite being unpaved and narrow.	41°23'39.2"N	122°22'59.9"W
Yreka	Narrow Roadway - It is narrow in spots, with a high likelihood of becoming impassable in the event of an accident or an inoperable vehicle.	41°40'07.9"N	122°42'00.3"W

Table 9: Narrow Roadways

Additionally, we feel it's important to list the Scott River Road, Sawyers Bar Road (North Fork of the Salmon River), Cecilville Road (South Fork of the Salmon River), and the main Salmon River Road between Forks of Salmon and Somes Bar, some of the narrowest in the county.



Traffic Bottlenecks

Area	Description	Latitude	Longitude
Dunsmuir	Traffic Bottleneck - I-5 entrance ramp.	41°14'08.0"N	122°16'07.2"W
Fort Jones	Traffic Bottleneck - Main Street	41°36'38.6"N	122°50'21.8"W
	Traffic Bottleneck - Main St. and Eastside Rd.	41°36'04.2"N	122°50'47.6"W
Greenville	Traffic Bottleneck - CA-3 and S. Kidder Creek Rd.	41°32'26.8"N	122°54'21.9"W
	Traffic Bottleneck - CA-3 and Kellems Ln.	41°31'35.9"N	122°54'24.9"W
Mt. Shasta	Traffic Bottleneck - Mountain View Dr. and S. Mt. Shasta Blvd.	41°18'08.3"N	122°18'24.1"W
	Traffic Bottleneck - I-5 and Truck Village Dr.	41°22'08.3"N	122°22'08.3"W
	Traffic Bottleneck - I-5 and Abrams Lake Rd.	41°20'44.6"N	122°20'32.6"W
	Traffic Bottleneck - Spring Hill Rd., N. Mt. Shasta Blvd., and I-5.	41°19'54.2"N	122°19'51.2"W
	Traffic Bottleneck - I-5 and W. Lake St.	41°18'39.2"N	122°19'04.4"W
	Traffic Bottleneck - I-5 and CA-89	41°17'11.4"N	122°18'01.7"W
Weed	Traffic Bottleneck - Commercial traffic regularly blocks the flow of traffic during weather events.	41°25'22.8"N	122°23'14.4"W
	Traffic Bottleneck - Regularly congested during weather or highway construction due to GPS routing. Narrow roadway not suitable for commercial traffic. Daily issues with exiting onto Hwy 97.	41°24'59.6"N	122°23'03.8"W
	Traffic Bottleneck - Heavy commercial traffic, regularly	41°23'49.3"N	122°22'45.0"W



Area	Description	Latitude	Longitude
	congested/deadlocked during weather events.		
	Traffic Bottleneck - N. Davis Ave. and Main St.	41°25'42.2"N	122°22'58.9"W
	Traffic Bottleneck - Slow/Backed-up Traffic: The I-5 ramp South gets bottlenecked with traffic exiting Highway 97.	41°24'59.9"N	122°23'03.2"W
Yreka	Traffic Bottleneck - Montague Rd. and Deer Creek Way.	41°44'24.2"N	122°37'48.1"W
	Traffic Bottleneck - Walters Ln. and Easy St.	41°41'04.0"N	122°38'13.6"W

Table 10: Traffic Bottlenecks

Contingency Routes

Alternate or contingency evacuation routes may be needed when primary routes are unavailable or unsafe during an incident. This appendix supports flexible, risk-informed decision-making and coordination between law enforcement, fire agencies, transportation partners, and emergency management personnel.

- Incidents may block or threaten primary evacuation routes with little warning. Monitor fire behavior and road conditions near primary routes.
- Smoke, debris, downed power lines, or accidents may render primary roads impassable.
- Alternate and contingency routes may require real-time validation and support to be usable. Identify contingency routes based on current road conditions.
- Effective coordination is essential to prevent bottlenecks, miscommunications, and route conflicts.
- Assess route capacity, grade, signage, and access limitations.
- Validate contingency route accessibility in real time.
- Develop signage and barricade deployment for contingency routes.
- Communicate contingency route through identified communications channels.
- Evaluate AFN implications (e.g., road grades unsuitable for para-transit or ambulances).
- Map contingency routes and integrate them into evacuation zone planning.



Route Type	Use Case	Considerations
<i>Rural/mountain crossovers</i>	When highway routes are blocked	May require signage, escort vehicles, or communication relays.
<i>One-way/reverse-lane flow ("contraflow")</i>	High-volume escape from bottleneck-prone areas	Requires extensive law enforcement and signage.
<i>Service/dirt/fire roads</i>	As last-resort options in rural areas	Use only if scouted and confirmed safe; avoid AFN transport use.
<i>Parallel local roads</i>	Temporary redirection when highways are gridlocked	Assess traffic signal control, intersections, and narrow segments.

Table 11: Contingency Route Considerations



Appendix C: Alternative Fuel Considerations

This appendix supports collaborative planning and rapid decision-making, recognizing that wildfire conditions may shift rapidly and fuel needs will vary by location, duration, and incident scale.

- Wildfires may compromise access to retail fuel sites due to road closures, power outages, or fire behavior.
- First responders, public transit, utility repair teams, and evacuees may require priority refueling access.
- Electric vehicle (EV) charging infrastructure may be limited, require backup power, or face grid instability.
- Local and regional mutual aid resources may arrive without full situational awareness of fuel site conditions.

Considerations should include:

- Creating a shared fuel site inventory that includes hours, generator backup, and access routes. (Gasoline, Diesel, Propane, & EV)
- Executing MOUs with key fuel stations to prioritize emergency refueling. Identify mobile fuel tankers through vendor or mutual aid agreements.
- Identifying alternative fuel depots with above-ground tanks. (City yards, school bus depots, PG&E sites, etc.).
- Assessing the operability of known fuel sites.
- Identifying which sites are closest to major response zones or evacuation corridors.
- Activating priority fueling procedures and communicating with response partners.
- Tracking usage and project fuel needs for at least 48-72 hours.
- Identifying EV charging limitations and direct evacuees accordingly.



Appendix D: Evacuation Maps

Evacuation Routes in Siskiyou County will vary depending on the type of incident, location and current conditions. Residents and visitors rely on their situational awareness and follow directions from law enforcement and fire personnel to determine the safest available route. Road conditions, hazards and access may change rapidly during an incident, and the designated route at one moment may no longer be safe or open later. The potential evacuation routes identified in this analysis are for planning. Always follow the instructions of emergency personnel.

- Callahan Evacuation Map
- Dorris Evacuation Map
- Dunsmuir Evacuation Map
- Etna Evacuation Map
- Fort Jones Evacuation Map
- Gazelle Evacuation Map
- Grenada Evacuation Map
- Happy Camp Evacuation Map
- Lake Shastina Evacuation Map
- McCloud Evacuation Map
- Montague Evacuation Map
- Mt. Shasta Evacuation Map
- Quartz Valley Evacuation Map
- Tulelake Evacuation Map
- Weed Evacuation Map
- Yreka Evacuation Map



Callahan

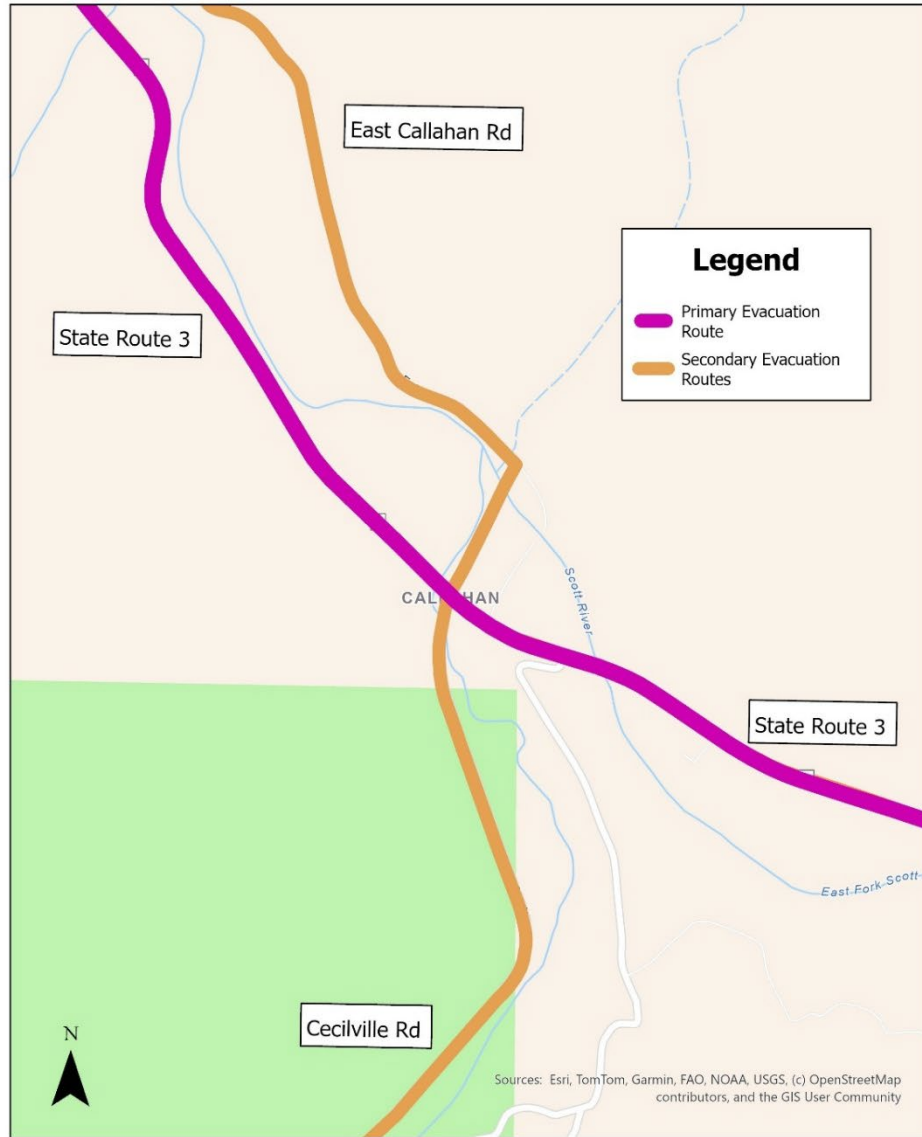


Figure 2: Callahan Evacuation Map

Dunsmuir

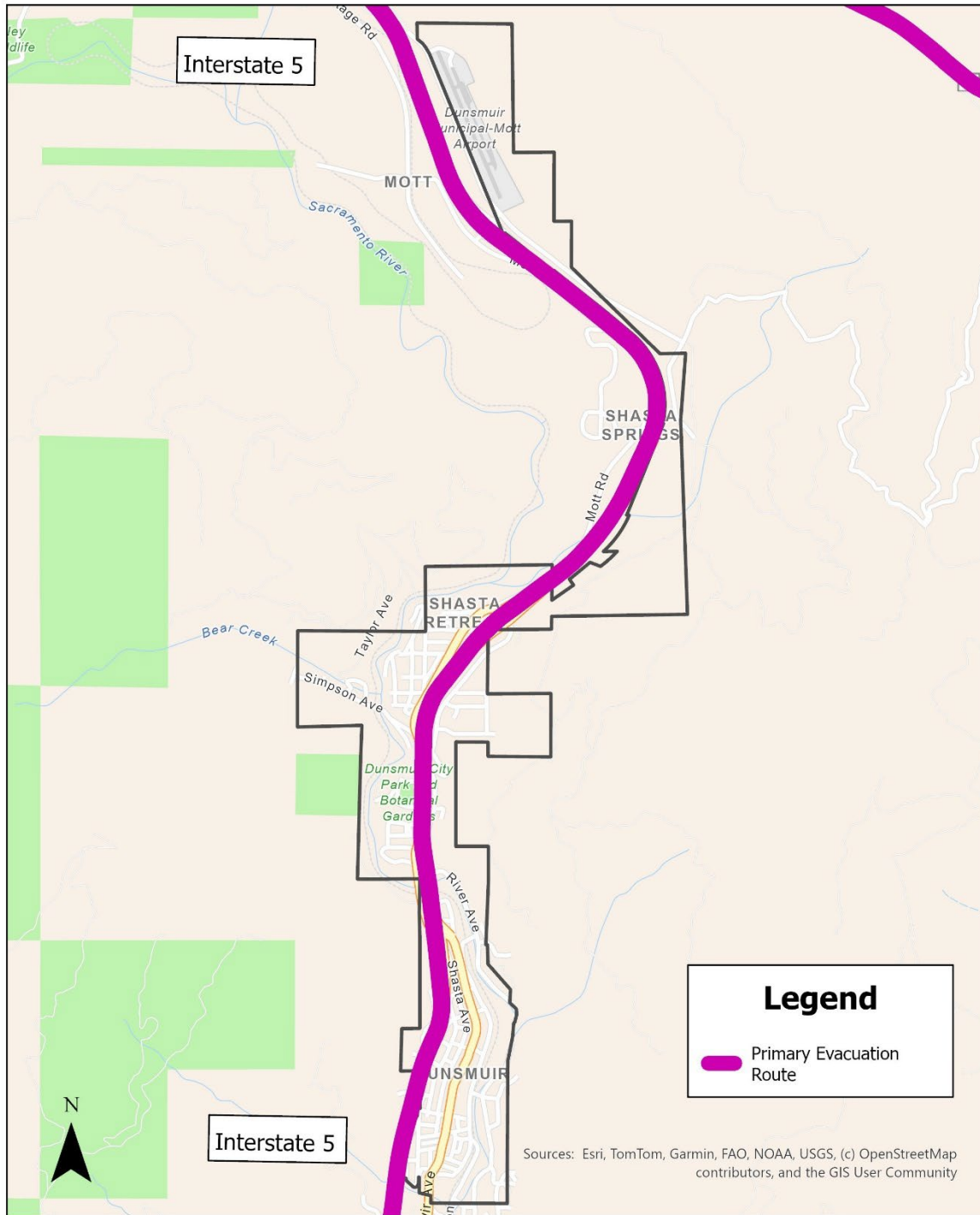


Figure 4: Dunsmuir Evacuation Map



Etna



Figure 5: Etna Evacuation Map



Fort Jones



Figure 6: Fort Jones Evacuation Map



Gazelle

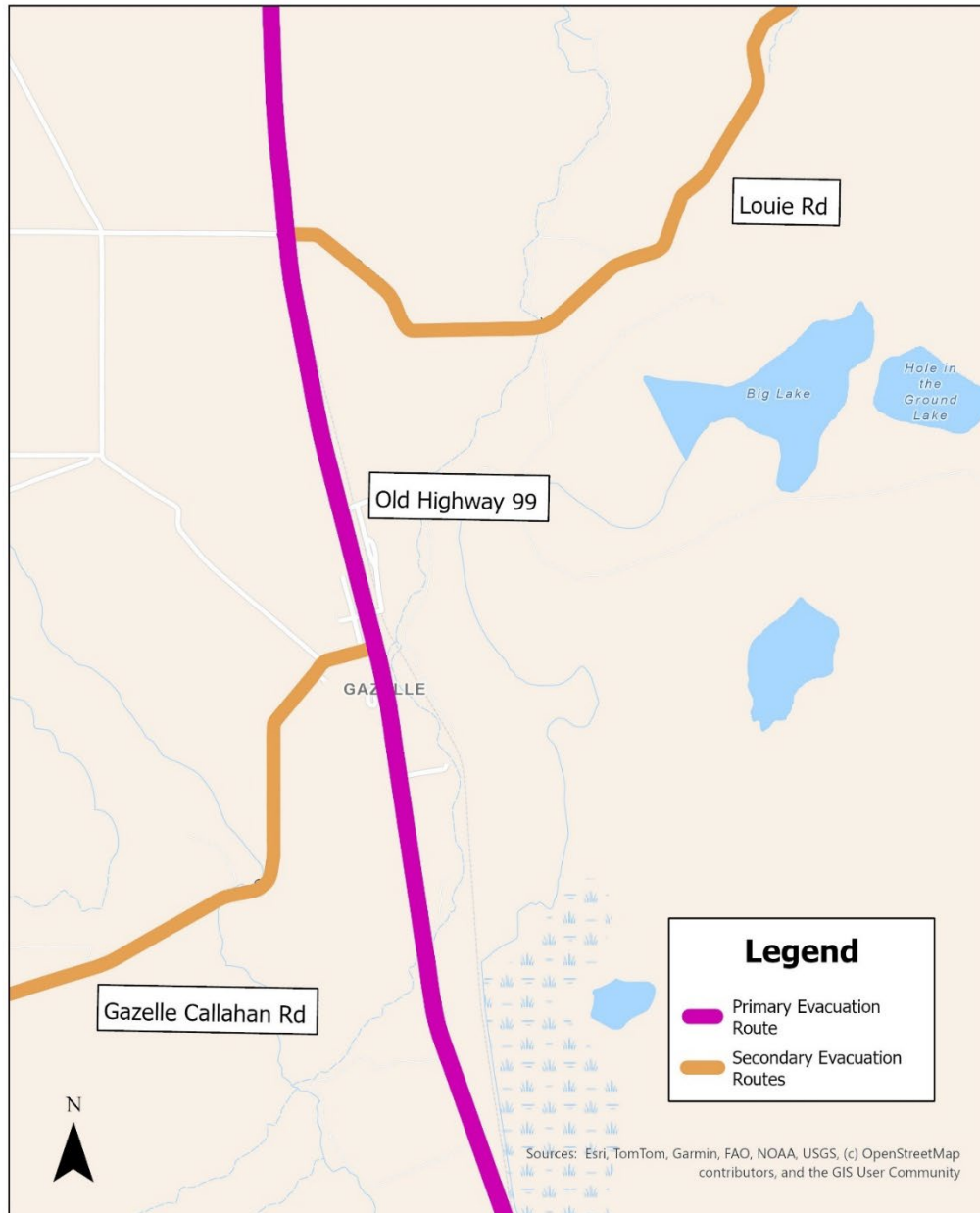


Figure 7: Gazelle Evacuation Map



Grenada

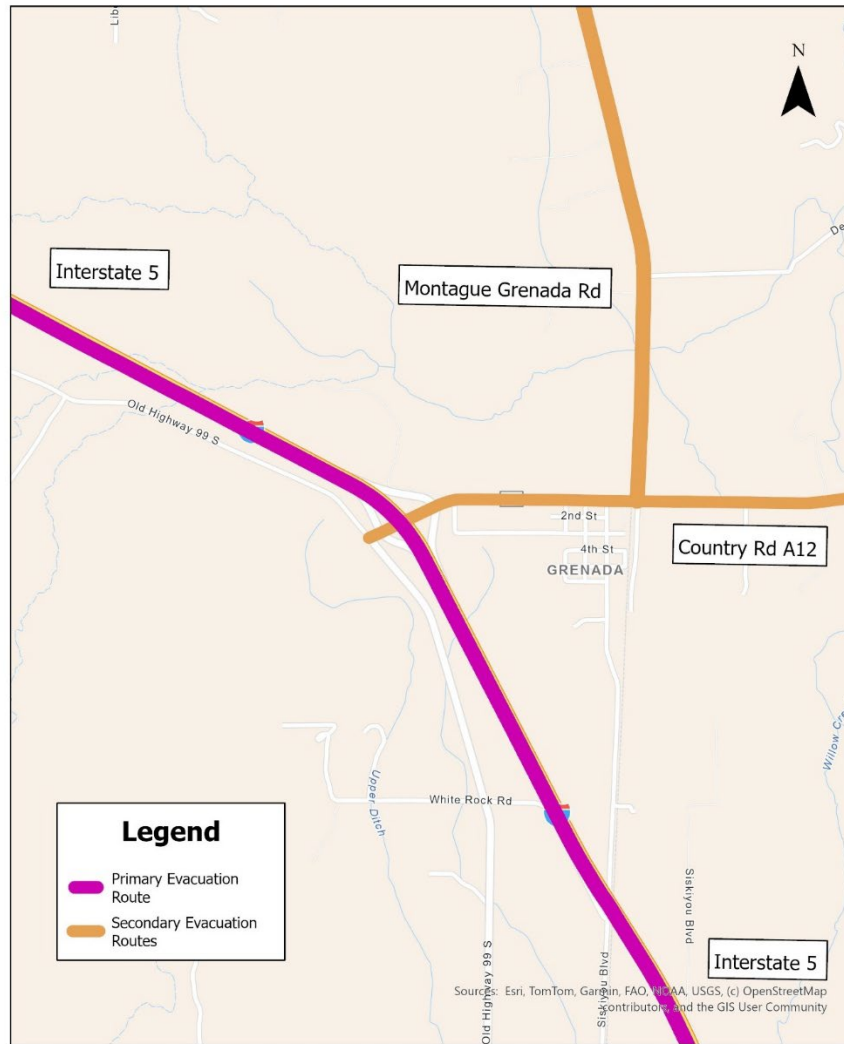


Figure 8: Grenada Evacuation Map

Happy Camp

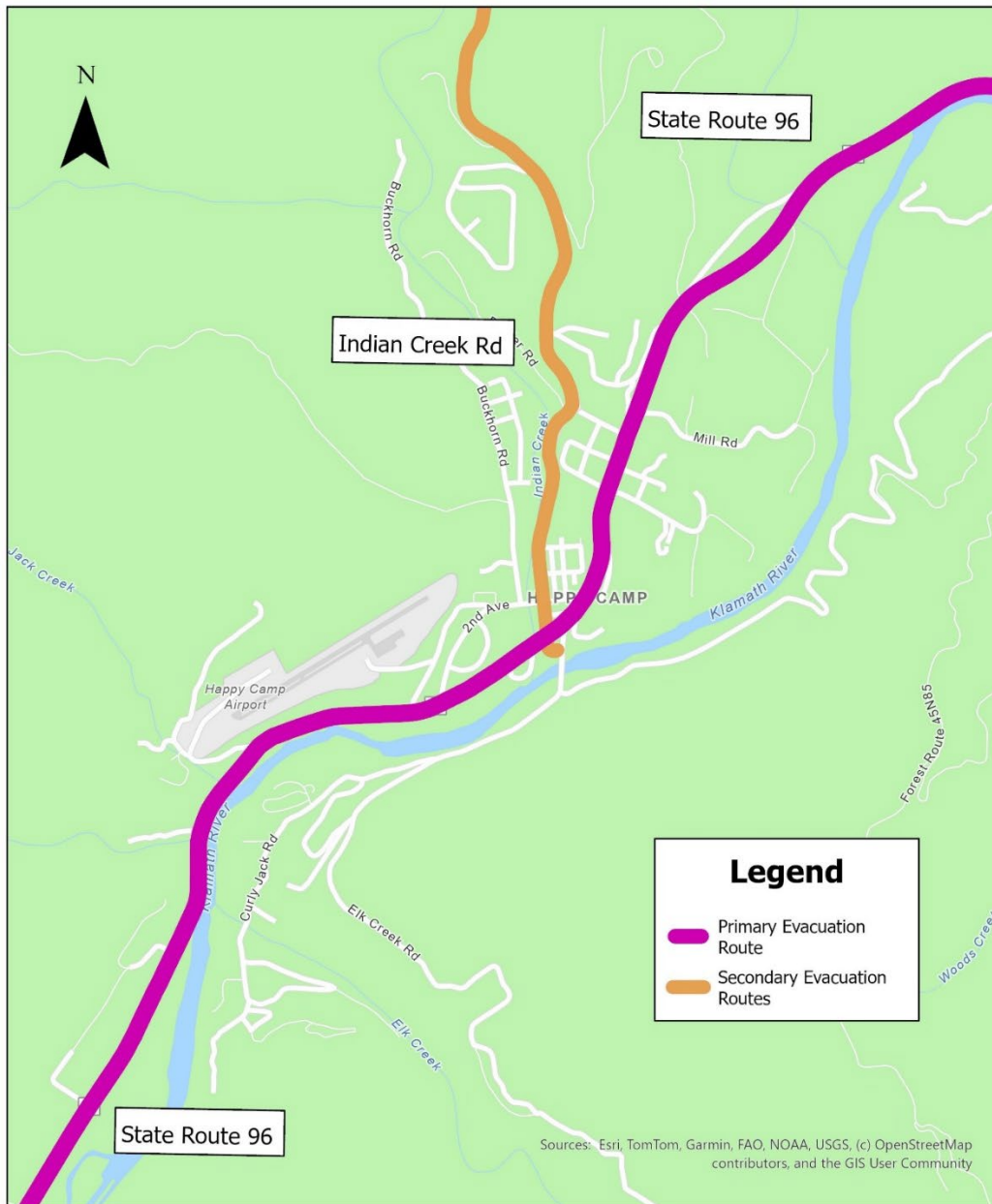


Figure 9: Happy Camp Evacuation Map



Lake Shastina

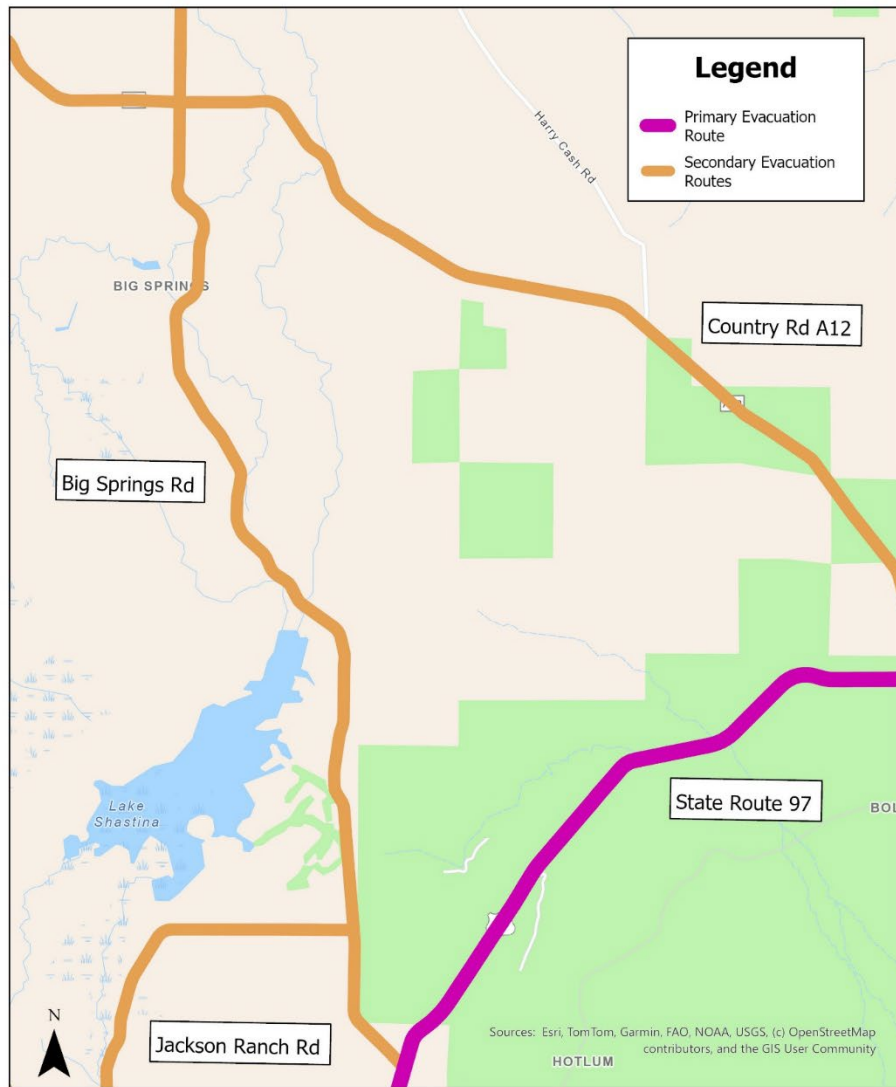


Figure 10: Lake Shastina Evacuation Map



McCloud



Figure 11: McCloud Evacuation Map



Montague

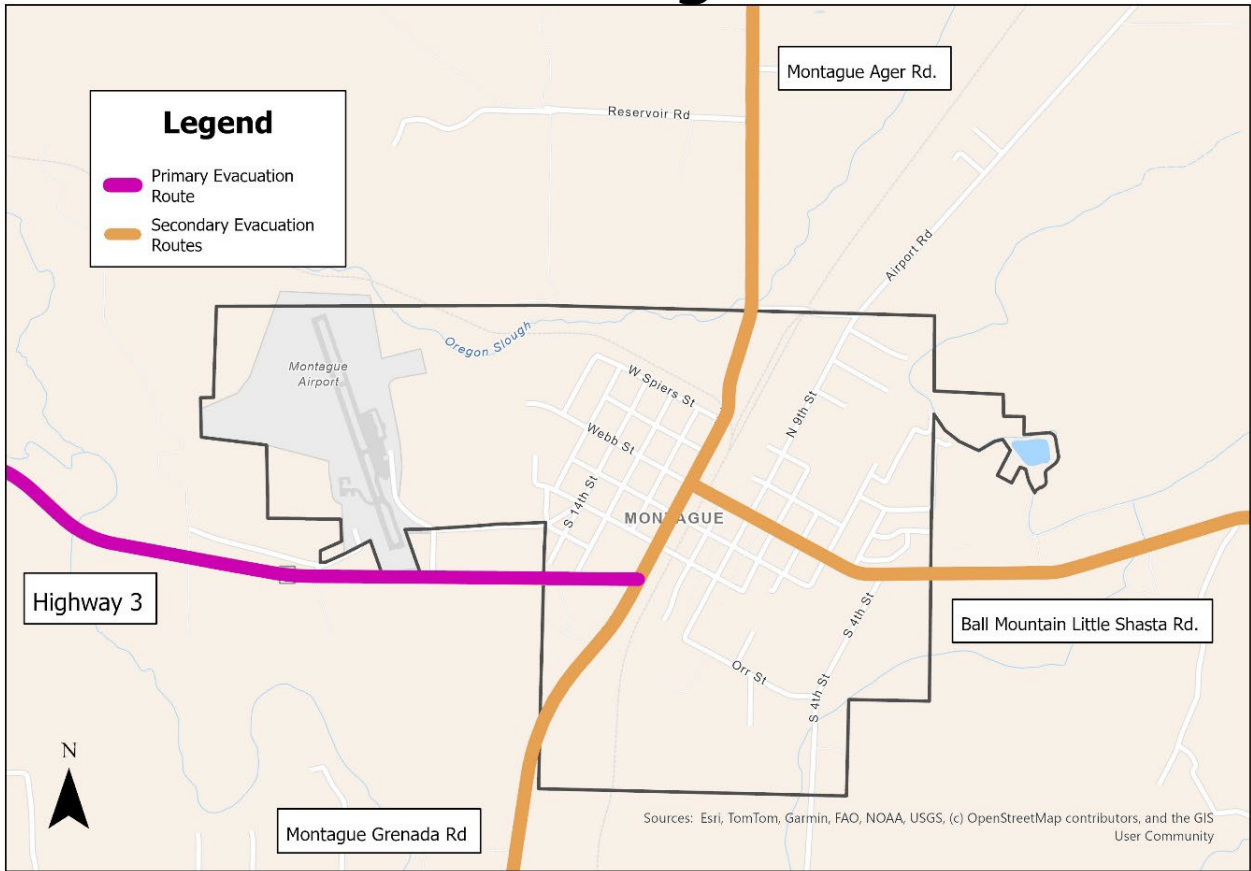


Figure 12: Montague Evacuation Map

Mt. Shasta

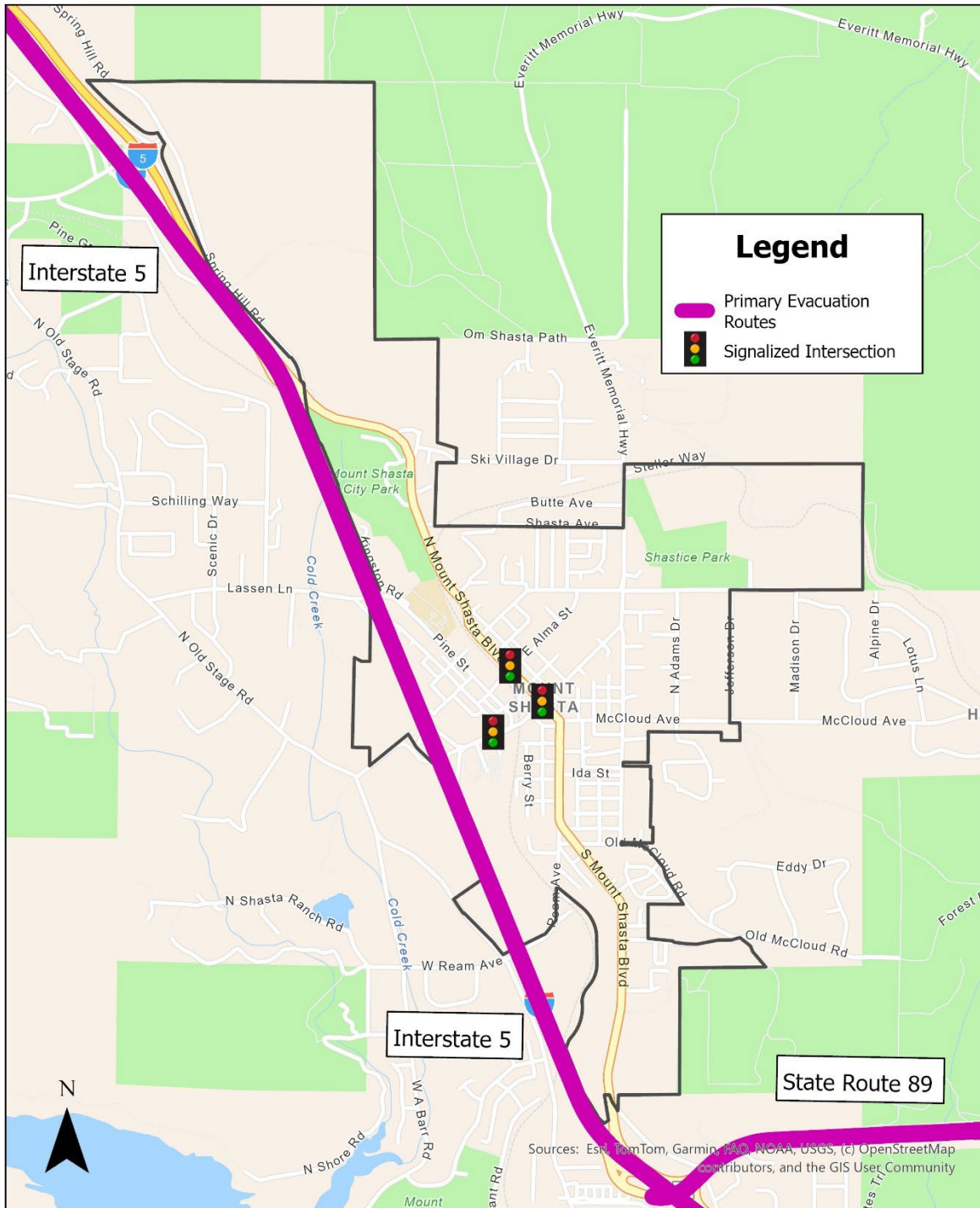


Figure 13: Mt. Shasta Evacuation Map



Quartz Valley



Figure 14: Quartz Valley Evacuation Map



Tulelake



Figure 15: Tulelake Evacuation Map



Weed



Figure 16: Weed Evacuation Map



Yreka

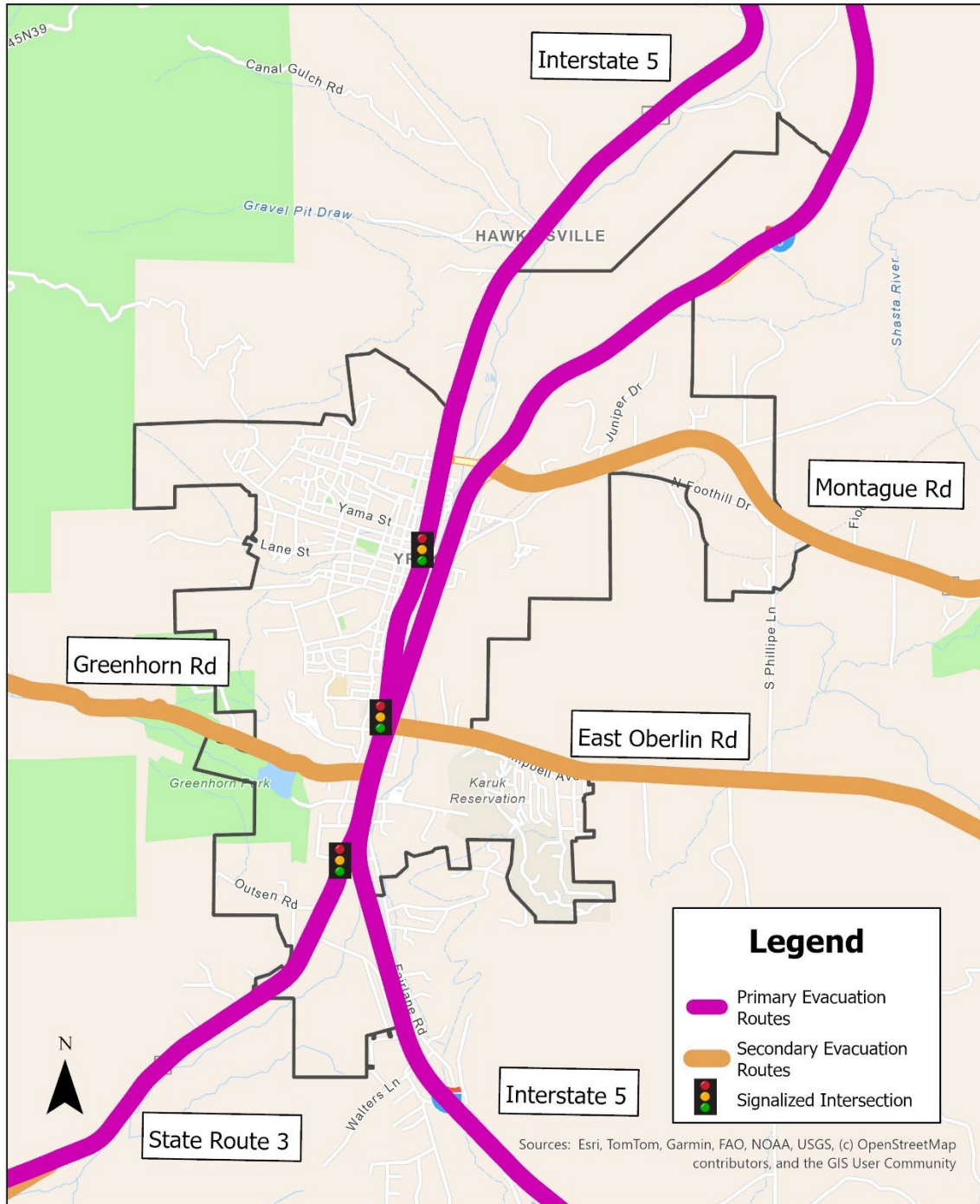


Figure 17: Yreka Evacuation Map

Voting Agency: STA

Action Requested: Information Only

Date: June 9, 2026

Subject: STAGE Management Report on Transit Operations

Discussion

Presentation by STAGE management staff regarding current transit operations and agency initiatives, including fleet conditions and replacement planning, ridership and service updates, implementation of on-demand transit services, zero-emission vehicle compliance requirements, transit technology modernization efforts, GTFS-Realtime implementation, fare system upgrades, website deployment, and other ongoing operational and planning activities.

Financial Impact: Yes No

Recommended Action:

Receive presentation and provide direction to staff, as necessary.

Attachments (1):

1. STAGE Management Report on Transit Operations

Agenda Item

Report by STAGE management staff regarding current transit operations.

Recommended Action

Receive presentation and provide direction to staff, as necessary.

STAGE’s CURRENT PROJECTS

Siskiyou’s Current CARB Exemption

Carb Exempt – “You can skip buying a zero-emission vehicle thru the exemption rule only when replacing certain vehicles and only if there truly isn’t a workable zero-emission option available.

Unavailable Bus Types

If no compliant zero-emission model exists for the required bus class or configuration.

This can include:

- No federally tested model available
- ADA compliance issues
- Physical design conflicts with laws or operational requirements.

Some specialty buses (such as over-the-road or double-decker buses) received temporary exemptions until compliant zero-emission models became commercially available and passed testing.

Current Regulations:

Under California’s California Air Resources Board Innovative Clean Transit (ICT) regulation, the current required percentage of new public transit bus purchases that must be zero-emission buses (ZEBs) is:

Year	Large Transit Agencies	Small Transit Agencies
2023–2025	25%	No requirement
2026–2028	50%	25%
2029 onward	100%	100%

The regulation’s overall goal is for all California public transit agencies to operate 100% zero-emission bus fleets by 2040.

The percentages apply to new bus purchases, not the total fleet already in service.

Current Conditions of STAGE Fleet

	ENTER IN CARB	Bus #	Ownership	Seat	ADA Seat	Type	Year	Make	GVWR, Required over 14,000	Description	Purchase Price	Fuel Type	Date of Mileage	Mileage	USEFUL BUS LIFE	Current UBL	Expire
1	YES	3031	Own	32	2	BU	2013	GILLIG	26,520	GILLIG	412,063.00	D	5/6/2026	514,525	14	13	2027
2	YES	3032	Own	32	2	BU	2013	GILLIG	26,520	GILLIG	412,063.00	D	5/15/2026	516,174	14	13	2027
3	YES	3033	Own	32	2	BU	2013	GILLIG	26,520	GILLIG	394,620.00	D	4/29/2026	512,762	14	13	2027
	Retired	3034	Own	32	2	BU	2013	GILLIG	26,520	GILLIG	394,620.00	D	4/7/2025	561,991	14	13	2027
4	YES	3035	Own	32	2	BU	2013	GILLIG	26,520	GILLIG	394,620.00	D	4/16/2026	571,305	14	13	2027
5	NO	3036	Own	16	2	CU	2018	FORD	14,500	STARCRAFT	107,233.50	G	5/14/2026	249,727	10	8	2028
6	NO	3037	Own	16	2	CU	2018	FORD	14,500	STARCRAFT	107,233.50	G	5/11/2026	207,103	10	8	2028
7	NO	3038	Own	16	2	CU	2018	FORD	14,500	STARCRAFT	107,233.50	G	5/11/2026	227,441	10	8	2028
8	NO	3039	Own	7	1	CU	2017	FORD	10,360	TRANSIT VAN	82,290.47	D	4/23/2026	88,741	10	9	2027
9	NO	3040	Own	16	2	CU	2021	FORD	14,500	STARCRAFT	115,834.00	G	5/14/2026	290,499	10	5	2031
10	YES	3041	Own	22	2	CU	2024	GLAVAL	25,800	FREIGHTLINER	262,619.80	D	5/12/2026	75,960	10	2	2034
11	YES	3042	Own	22	2	CU	2024	GLAVAL	25,800	FREIGHTLINER	262,619.80	D	5/14/2026	63,338	10	2	2034
12	YES	3043	Own	22	2	CU	2025	TURTLETOP	26,000	FREIGHTLINER	282,760.56	D	4/24/2026	10,421	10	1	2035
13	YES	3044	Own	22	2	CU	2025	TURTLETOP	26,000	FREIGHTLINER	282,760.56	D	5/5/2026	12,165	10	1	2035

Bus Repairs

3039 – A rebuilt engine is estimated at \$11,568. The repair costs for the life of the bus are \$19,000. This bus has very little miles.

Retired Buses

It is anticipated that the StarCraft’s will be retiring sooner due to their deuterating body and high mileage.

Bus Purchases – estimated \$220,000 each

According to our current Zero Emissions Plan we will purchase two more Cutaway buses. We are currently looking at two Gas 16-seater Cutaways with two wheelchair positions.

Van Purchases – estimated \$100,000 to \$150,000 each

STAGE is currently operating as a Fixed Route transit system and is preparing to expand services by adding an On-Demand transit mode. The new service will provide greater mobility options for residents by allowing passengers to be transported directly from their homes to medical appointments, community services, and connection points with the Interstate 5 bus system for travel throughout the north and south county areas. In addition, the vans will operate circulatory service within the cities to improve local accessibility and connectivity. Because vans are not included on the CARB exempt list, we plan to purchase one electric and one gasoline. This will allow STAGE to comply with the current 25% zero-emission vehicle mandate.

The purchase of an electric 7-9 passenger, ADA complaint van will allow us to evaluate the vehicle's real-world performance and operational capabilities within Siskiyou County. With the purchase of an electric vehicle introduces additional training, midlife battery costs, charging station, and new maintenance.

General Transit Feed Specification (GTFS)

Around 2022, Caltrans started validating GTFS static and GTFS-Realtime feeds from California transit agencies and providing technical assistance through California Integrated Travel Project (Cal-ITP). More recently, California transit grant programs and modernization efforts have increasingly tied funding competitiveness to technology improvements such as:

- GTFS-Realtime
- Real-time passenger information
- Integrated fare systems
- Trip planning

STAGE previously maintained GTFS static through Trillium at an annual rate of \$2,040. In 2025 Trillium notified STAGE that they would only be providing GTFS Realtime at an annual rate of \$21,000. In response STAGE elected to participate with Cal-ITP and pursue a contract with Passio Technologies to provide GTFS Realtime services at an annual cost of \$16,000. We are currently working to finalize the contract.

This will support the deployment of a modern fare collection system and interactive website.

New Fare System

STAGE currently uses the Genfare fare collection system, which was originally purchased in 2011 at a cost exceeding \$311,469. The existing system was designed to track only a single mode of transit service and is now more than five years beyond its useful life expectancy. In addition, the system requires ongoing support from the counties Communications Department and has begun experiencing reliability and performance issues.

To support the expansion of transit services and modernization efforts, STAGE is evaluating a new technology platform through Passio Technologies. The proposed system includes \$38,640 in start-up costs and annual operating costs of approximately \$21,932.

The Passio system would provide operational and customer service improvements, including:

- Driver tablets for real-time operations and dispatching
- Digital pre-trip and post-trip vehicle inspections
- A mobile STAGE application for fare purchasing and rider information
- Support for tracking multiple transit modes, including fixed route and on-demand services
- A live vehicle map for passenger trip planning and real-time tracking

- National Transit Database (NTD) reporting capabilities

The upgraded system would modernize STAGE's transit operations, improve data collection and reporting accuracy, enhance rider experience, and support the agency's transition toward integrated fixed route and on-demand public transportation services throughout Siskiyou County.

STAGE website

STAGE is now in the testing phase of the new website. STAGE anticipates the new website will go live on July 1, 2026.

Voting Agency: LTC

Action Requested: Approve Contract

Date: June 9, 2026

Subject: Audit & Financial Services Contract with Charles W. Pillon, CPA

Past Action

The LTC previously entered into a contract with Charles W. Pillon, CPA, for annual audit and financial reporting services for Fiscal Year 2024/2025. The current contract expires on June 30, 2026.

Summary of Item

A new contract is needed. The new contract would continue audit and related financial reporting services for another 3 years from July 1, 2026, through June 30, 2029.

Financial Impact: Yes No

The new contract is in an amount not to exceed \$56,000 for the term of the agreement.

Recommended Action:

Approve the contract and authorize the Chair to execute the agreement.

Attachments (2):

1. Contract for Audit and Financial Reporting Services with Charles W. Pillon, CPA
2. Exhibit A – Scope of Work

**SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION (SCLTC)
CONTRACT FOR CONSULTING SERVICES
Preparation of Annual Audits, Financial Statements,
and Triennial Performance Audit**

This Contract is entered into on the date when it has been both approved by the SCLTC and signed by all other parties to it.

SCLTC: Siskiyou County Local Transportation Commission
190 Greenhorn Road
Yreka, California 96097
(530)842-8238

And

CONTRACTOR: Charles W Pillon, CPA
4685 Pleasant Hills Drive
Anderson, California 96007
(530) 949-4177

ARTICLE 1. TERM OF CONTRACT

- 1.01** Contract Term: This Contract shall become effective on July 1, 2026 and shall terminate on June 30, 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** Scope of 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 Executive Director or their designee.

To the extent that Exhibit A contains terms in conflict with this Contract or to the extent that it seeks to supplement a provision regarding a subject already fully addressed in this Contract, including a clause similar to this seeking to render its

language superior to conflicting language in this Contract, such language is hereby expressly deemed null and void by all parties upon execution of this Contract.

- 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.
- 3.03** Employment of Assistants: Contractor may, at the Contractor's own expense, employ such assistants as Contractor deems necessary to perform the services required of Contractor by this Contract. SCLTC may not control, direct, or supervise Contractor's assistants or employees in the performance of those 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, the not to exceed amount of Fifty Six Thousand Dollars and no/100 cents (\$ 56,000.00) for the term of the contract.
- 4.02** Invoices: Contractor shall submit detailed invoices for all services being rendered.
- 4.03** Date for Payment of Compensation: SCLTC will endeavor to make payment 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 (Department Head) or his or her designee 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, in an amount of no less than One Million Dollars (\$1,000,000) per accident for bodily injury or disease, 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 (\$2,000,000) Two Million Dollars, to cover such claims or in an amount determined appropriate by the SCLTC Risk Manager. If the amount of insurance is reduced by the SCLTC Risk Manager 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 with limits no less than Two Million Dollars (\$2,000,000) per occurrence and automobile policy or policies of no less than One Million Dollars (\$1,000,000) per accident 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 County, Contractor shall indemnify, defend, and hold harmless County 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 County. Contractor understands and agrees that his personnel are not, and will not be, eligible for memberships in, or any benefits from, any County group plan for hospital, surgical or medical insurance, or for membership in any County 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 County 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, contactors 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 Two Million and No/100 Dollars (\$2,000,000.00), or as determined in writing by SCLTC's Risk Management Department.

5.11 State and Federal Taxes: As Contractor is not County or 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 Stated 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 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 provisions 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 county 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** Cumulation 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.

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

SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

Date: _____

CLIFF MUNSON, CHAIR
Siskiyou County Local Transportation Commission

ATTEST:
Hailey Lang
Executive Director, SCLTC

By: _____

CONTRACTOR: Charles W Pillon, CPA
License: CA 41838; expiration 7/31/2027

Date: _____

Charles W Pillon, CPA

TAXPAYER I.D. ###-##-5771

APPROVED AS TO LEGAL FORM:

County Counsel (Date)

ACCOUNTING:

Fiscal Year	Fund	Organization	Account	Total Amount
2026/2027	2505	303020	723000	\$ 18,000
2027/2028	2505	303020	723000	\$ 20,000
2028/2029	2505	303020	723000	\$ 18,000

If not to exceed, include amount not to exceed: \$ 56,000

Encumbrance number (if applicable):

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

EXHIBIT A
Scope of Work

Audit Engagement Letter – Yellow Book dated April 3, 2026 is attached hereto and incorporated by reference.

**EXHIBIT A
SCOPE OF WORK**

**Audit Engagement Letter – Yellow Book
Dated April 3, 2026**

Charles W. Pillon, C.P.A.

CERTIFIED PUBLIC ACCOUNTANT
4685 Pleasant Hills Dr
Anderson, CA 96007
Telephone (530) 949-4177

Email: charlie@charlespilloncpa.com

Audit Engagement Letter—Yellow Book

April 3, 2026

Board of Commissioners and Executive Director
Siskiyou County Local Transportation Commission
190 Greenhorn Road Yreka,
CA 96097

I am pleased to confirm our understanding of the services I am to provide to the Siskiyou County Local Transportation Commission for the “County’s” budget years ended June 30, 2027, 2028, and 2029.

Audit Scope and Objectives

I will audit the financial statements of the governmental activities, each major fund, the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Siskiyou County Local Transportation Commission, a component unit of the County of Siskiyou, California, as of and for the fiscal years ended June 30, 2026, 2027, and 2028, and the Local Transportation Funds of the Cities of Dorris, Dunsmuir, Etna, Fort Jones, Montague, Mt. Shasta, Tulelake, Weed, and Yreka. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement the Siskiyou County Local Transportation Commission’s basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who consider it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will apply certain limited procedures to the Siskiyou County Local Transportation Commission’s RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management’s Discussion and Analysis
2. Budgetary Comparison Schedules

I have also been engaged to report on supplementary information other than RSI that accompanies the Siskiyou County Local Transportation Commission’s financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and I will provide an opinion on it in relation to the financial statements as a whole in a report combined with my auditor’s report on the financial statements: 1. Schedule of Allocations and Disbursements – Local Transportation Fund

2. Schedule of Allocations and Disbursements – State Transit Assistance Fund

The objectives of my audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor’s report that includes my opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the

**EXHIBIT A
SCOPE OF WORK**

**Audit Engagement Letter – Yellow Book
Dated April 3, 2026**

supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

I will perform the triennial performance audit of the Siskiyou County Local Transportation Commission in accordance with the applicable sections of the California Public Utilities Code for the period ended June 15, 2027.

I will also prepare the annual Transportation Planning Agencies Financial Transactions Report for the years ended June 30, 2026, 2027, and 2028.

Auditor’s Responsibilities for the Audit of the Financial Statements

I will conduct my audit in accordance with GAAS and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include tests of your accounting records of the Siskiyou County Local Transportation Commission and other procedures I consider necessary to enable me to express such opinions. As part of an audit in accordance with GAAS and Government Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit.

I will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. I will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. I will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, Government Auditing Standards do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by me, even though the audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

In connection with this engagement, I may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, I cannot guarantee or warrant that emails from me will be properly delivered and read only by the addressee. Therefore, I specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by me in connection with the performance of this engagement. In that regard, you agree that I shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

I will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government’s ability to continue as a going concern for a reasonable period of time.

**EXHIBIT A
SCOPE OF WORK**

**Audit Engagement Letter – Yellow Book
Dated April 3, 2026**

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. I will also request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry.

Audit Procedures – Internal Control

I will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for my opinions. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to Government Auditing Standards. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, I will express no such opinion. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of the Siskiyou County Local Transportation Commission’s compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of my audit will not be to provide an opinion on overall compliance, and I will not express such an opinion in my report on compliance issued pursuant to Government Auditing Standards.

Other Services

I will also assist in preparing the financial statements and related notes of the Siskiyou County Local Transportation Commission in conformity with accounting principles generally accepted in the United States of America based on information provided by you. In addition, I will also prepare and file the annual State Controller’s required Transportation Planning Agencies Financial Transactions Report for the same fiscal years under audit based on the most recent available trial balance information, even if it has not been subject to audit. These non-audit services do not constitute an audit under Government Auditing Standards, and such services will not be conducted in accordance with Government Auditing Standards. I will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement and reporting services previously defined. I, in my sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services I provide. You will be required to acknowledge in the management representation letter my assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services I provide by designating an individual, Melissa Cummins, Interim Executive Director, (or the permanent Executive Director replacement) with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

EXHIBIT A
SCOPE OF WORK

Audit Engagement Letter – Yellow Book
Dated April 3, 2026

Responsibilities of Management for the Financial Statements

My audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to me and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that I may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence. At the conclusion of my audit, I will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and Government Auditing Standards.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to me in the written representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that I report.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, I am not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

I understand that your employees will prepare all cash, accounts receivable, or other confirmations, and schedules, I request and will locate any documents selected by me for testing. I will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. I will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary

**EXHIBIT A
SCOPE OF WORK**

**Audit Engagement Letter – Yellow Book
Dated April 3, 2026**

assistance in a timely manner, it may substantially increase the work I have to do to complete the engagement within the established deadlines, resulting in an increase in fees over my original fee estimate.

I will provide copies of my reports to the Commission; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Charles W. Pillon, CPA and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to certain regulators or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Charles W. Pillon, CPA personnel. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by a regulator. If I am aware that a federal awarding agency or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Charles Pillon is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. I expect to begin my audit within three to four months following yearend and to issue my reports no later than six months after year-end, unless an extension is received from the California Department of Transportation. My audit engagement ends on delivery of my audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

My fee for these services will be at my standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that I agree that my gross fee, including expenses, will not exceed \$18,000, \$20,000, and \$18,000 for the Siskiyou County Local Transportation Commission's fiscal years ended June 30, 2026, 2027, and 2028 respectively. These not-to-exceed fees will be for the "County's" budget years ended June 30, 2027, 2028, and 2029. Note: the fees are higher in the 2nd year due to the triennial performance audit. My invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with my firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If I elect to terminate my services for nonpayment, my engagement will be deemed to have been completed upon written notification of termination, even if I have not completed my report. You will be obliged to compensate me for all time expended and to reimburse me for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

Reporting

I will issue a written report upon completion of my audit of the Siskiyou County Local Transportation Commission's financial statements. My report will be addressed to the Board of Commissioners and Executive Director of the Siskiyou County Local Transportation Commission. Circumstances may arise in which my report may differ from its expected form and content based on the results of my audit. Depending on the nature of these circumstances, it may be necessary for me to modify my opinions, add a separate section, or add an emphasis-of-matter or othermatter paragraph to my auditor's report, or if necessary, withdraw from this engagement. If my opinions are other than unmodified, I will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in my professional judgment prevent me from completing the audit or forming an opinion on the financial statements, I retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

**EXHIBIT A
SCOPE OF WORK**

**Audit Engagement Letter – Yellow Book
Dated April 3, 2026**

I will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity’s internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during my audit I become aware that The Siskiyou County Local Transportation Commission is subject to an audit requirement that is not encompassed in the terms of this engagement, I will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

You have requested that I provide you with a copy of my most recent external peer review report and any subsequent reports received during the contract period. Accordingly, my year-ended May 31, 2025 peer review report accompanies this letter.

I appreciate the opportunity to be of service to the Siskiyou County Local Transportation Commission, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let me know. If you agree with the terms of my engagement as described in this letter, please sign the enclosed copy and return it to me, either by mail or electronically.

Very truly yours,



Charles W Pillon, CPA

RESPONSE:

This letter correctly sets forth the understanding of the Siskiyou County Local Transportation Commission.

Management signature: _____

Title: Executive Director _____

Date: _____

Governance signature: _____

Title: Board Chair _____

Date: _____

Voting Agency: LTC

Action Requested: Information Only

Date: June 9, 2026

Subject: Staff Report on Draft Pavement Management Program Summary Reports

Past Action

LTC previously entered into an agreement with consultant NCE for preparation of Pavement Management Program reports for participating Siskiyou County jurisdictions.

Summary of Item

Draft PMP reports for Siskiyou County and the 9 incorporated cities have been completed. The reports include pavement condition index (PCI) analysis, deferred maintenance projections, roadway inventory information, and recommended funding scenarios intended to support roadway maintenance planning and future transportation funding efforts.

The Full Draft PMP reports are available on the LTC website and from staff upon request.

Financial Impact: Yes No

There is an existing LTC consultant services agreement.

Recommended Action:

Receive presentation and provide direction to staff, as necessary.

Attachments (1):

1. Pavement Management Program (PMP) Summary Sheets

County of Siskiyou – Pavement Summary

1. The County maintains 928.7 centerline miles of roads.
2. The County’s current PCI is 56.
3. NCE performed condition surveys on District 3 as part of the year 3 update on all streets with a previous PC>30.
4. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget of \$750k/year	15.0	17	805.0
2	Maintain PCI at 56	294.3	56	421.7
3	Reduce Failed Condition Roads to Less than 5%	359.9	64	252.0

5. NCE recommends Scenario 3 to reduce the proportion of failed condition roads to less than 5% by 2030 and maintain it for the rest of the analysis period. This results in a projected 2045 PCI of 64 costing \$359.9M in 20 years (~\$18.0M/Year on average).

City of Dorris – Pavement Summary

1. City maintains 7.2 centerline miles of streets.
2. City's current PCI is 66.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$3.0	54	\$5.5
2	Maintain PCI at 66	\$5.4	65	\$2.6
3	Improve Network PCI by 5 Points	\$6.4	72	\$1.3

4. NCE recommends Scenario 3 to improve PCI to 72 with a total budget of \$6.4 million in twenty years. (\$0.32M/year on average).

City of Dunsmuir – Pavement Summary

1. City maintains 16.8 centerline miles of streets.
2. City's current PCI is 48.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$1.5	16	\$32.4
2	Maintain PCI at 48	\$12.3	48	\$16.6
3	Improve Network PCI by 5 Points	\$14.6	53	\$14.0

4. NCE recommends Scenario 3, requiring approximately \$14.6 million over 20 years (about \$0.7M/year average) to improve the network PCI from 48 to 53.

City of Etna – Pavement Summary

1. City maintains 6.6 centerline miles of streets.
2. City's current PCI is 59.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$0.3	27	\$11.4
2	Maintain PCI at 59	\$5.5	59	\$4.0
3	Improve Network PCI by 5 Points	\$6.4	64	\$2.6

4. NCE recommends Scenario 3 to improve the PCI to 64 with a total budget of \$6.4 million in twenty years. (\$0.32M/year on average).

City of Fort Jones – Pavement Summary

1. City maintains 4.5 centerline miles of streets.
2. City's current PCI is 77.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$0.3	50	\$4.1
2	Maintain PCI at 77	\$2.9	75	\$0.4
3	Improve Network PCI to 80	\$3.3	80	\$0.0

4. NCE recommends Scenario 2 to maintain the PCI at 75 with a total budget of \$2.9 million in twenty years. (\$0.14M/year on average)

City of Montague – Pavement Summary

1. City maintains 10.4 centerline miles of streets.
2. City's current PCI is 47.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$0.5	13	\$24.0
2	Maintain PCI at 47	\$9.4	47	\$11.5
3	Improve Network PCI by 5 Points	\$10.8	52	\$9.5

4. NCE recommends Scenario 3 to improve the PCI to 52 with a total budget of \$10.8 million in twenty years. (\$0.54M/year on average)

City of Mt. Shasta – Pavement Summary

1. City maintains 24.5 centerline miles of streets.
2. City's current PCI is 50.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$4.6	11	\$42.4
2	Maintain PCI at 50	\$23.6	50	\$31.2
3	Improve Network PCI by 5 Points	\$26.0	55	\$25.9

4. NCE recommends Scenario 3, requiring approximately \$26.0 million over 20 years (about \$1.3M/year average) to improve the network PCI from 50 to 55.

City of Tulelake – Pavement Summary

1. City maintains 6.9 centerline miles of streets.
2. City's current PCI is 72.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$1.0	48	\$6.8
2	Maintain PCI at 72	\$5.6	72	\$1.1
3	Improve Network PCI by 4 Points	\$6.0	76	\$0.8

5. NCE recommends Scenario 2 to maintain PCI at 72 with the total budget of \$5.6 million in twenty years. (\$0.28M/year on average)

City of Weed – Pavement Summary

1. City maintains 22.7 centerline miles of streets.
2. City’s current PCI is 55.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$1.3	23	\$38.3
2	Maintain PCI at 55	\$17.0	55	\$17.0
3	Improve Network PCI by 5 Points	\$20.0	60	\$14.0

6. NCE recommends Scenario 3, which would increase the network PCI from 55 to 60 and limit failed streets to less than 24% of the network by 2044. This scenario would require approximately \$20 million over 20 years, or about \$1.0 million annually.

City of Yreka – Pavement Summary

1. City maintains 48.4 centerline miles of streets.
2. City's current PCI is 72.
3. Scenario budget analysis results:

Scenario	Description	20-Year Budget (\$M)	2045 PCI	2045 Deferred Maintenance (\$M)
1	Existing Budget	\$14.3	46	\$57.6
2	Maintain PCI at 72	\$50.7	72	\$14.6
3	Improve Network PCI by 5 Points	\$56.7	77	\$4.2

4. NCE recommends Scenario 2 to maintain at PCI of 72 with the total budget of \$50.7 million in twenty years. (\$2.54M/year on average).

Voting Agency: STA

Action Requested: Information Only

Date: June 9, 2026

Subject: Update on Insurance for STAGE buses/Named Insured Status

Past Action

The LTC has expressed a desire to dissolve the STA and previously directed staff to follow up on issues related to insurance coverage for STAGE transit operations.

Summary of Item

Staff contacted Alliant Insurance Services, the insurance administrator used by CalTIP for member coverage administration, regarding the named insured listed on current certificates of coverage.

Following discussions with staff, Alliant Insurance Services agreed to keep the named insured listed as “Siskiyou County” rather than changing it to “Siskiyou Transportation Agency (STA)” pending further review of organizational and operational considerations associated with transit operations and insurance coverage.

Staff believes this confirms that STAGE transit operations and vehicles would have remained insured through “Siskiyou County” coverage, and that dissolution of STA could have proceeded on May 18, 2026, without interruption or loss of insurance coverage as had previously been suggested.

Staff met with CalTIP representatives regarding the “Change of Entity Process” on June 1, 2026. No final action with CalTIP will be taken until the Commission provides further direction to staff. CalTIP indicated the process could potentially be completed by July 1, 2026, but prior to November 18, 2026.

Financial Impact: Yes No

Recommended Action:

Receive update and provide direction to staff, as necessary.

Attachments (1):

1. Certificates of Coverage in the name of “Siskiyou County”. (Redacted)

CERTIFICATE OF COVERAGE

DATE (MM/DD/YYYY)
04/30/2026

PRODUCER

Alliant Insurance Services
[REDACTED]
[REDACTED]
[REDACTED]

THIS CERTIFICATE IS ISSUED AS A MATTER OF EVIDENCE ONLY AND CONFERES NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE MEMORANDUM(S) OF COVERAGE BELOW.

THIS CERTIFICATE OF COVERAGE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING COVERAGE PROVIDER, AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: IF THE CERTIFICATE HOLDER IS AN ADDITIONAL COVERED PARTY, THE MEMORANDUM OF COVERAGE MUST BE ENDORSED. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).

IMPORTANT: IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE MEMORANDUM(S) OF COVERAGE AN ENDORSEMENT MAY BE REQUIRED. A STATEMENT ON THE CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).

NAMED COVERED PARTY

Siskiyou County
190 Greenhorn Road
Yreka, CA 96097
[REDACTED]

PROGRAM AFFORDING COVERAGE

A: California Transit Systems Joint Powers Authority

B:

C:

COVERAGES

THIS IS TO CERTIFY THAT THE COVERAGE IS AFFORDED TO THE ABOVE NAMED MEMBER, AS PROVIDED BY THE MEMORANDUM(S) OF COVERAGE, FOR THE PERIOD SHOWN BELOW, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE PROGRAM DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH MEMORANDUM(S) OF COVERAGE. THE FOLLOWING COVERAGE IS IN EFFECT.

JPA LTR	TYPE OF COVERAGE	MEMORANDUM NUMBER	COVERAGE EFFECTIVE DATE (MM/DD/YY)	COVERAGE EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	[REDACTED]	05/01/26	05/01/27	EACH OCCURRENCE	[REDACTED]
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXPENSE (Any one person)	\$
	<input checked="" type="checkbox"/> MANUSCRIPT FORM				PERSONAL & ADV INJURY	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE	\$
<input type="checkbox"/> MEMOR-ANDUM <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PRODUCTS-COMP/OP AGG	\$
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO					\$
	<input type="checkbox"/> ALL OWNED AUTOS					
	<input type="checkbox"/> SCHEDULED AUTOS					
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	WORKERS' COMPENSATION AND EMPLOYERS LIABILITY				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/ EXECUTIVE/OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$
	IF YES, DESCRIBED UNDER SPECIAL PROVISION BELOW				E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
	OTHER					
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL/PROVISIONS

This Certificate is hereby issued as Evidence of Coverage only.

CERTIFICATE HOLDER

ADDITIONAL COVERED PARTY ENDORSEMENT

CANCELLATION

Evidence of Coverage

SISK-001

SHOULD ANY OF THE ABOVE DESCRIBED MEMORANDUM(S) OF COVERAGE BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE MEMORANDUM(S) OF COVERAGE PROVISIONS.

AUTHORIZED REPRESENTATIVE
[Signature]

CERTIFICATE OF COVERAGE

DATE (MM/DD/YYYY)
04/30/2026

PRODUCER

Alliant Insurance Services
[REDACTED]
[REDACTED]
[REDACTED]

THIS CERTIFICATE IS ISSUED AS A MATTER OF EVIDENCE ONLY AND CONFERES NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE MEMORANDUM(S) OF COVERAGE BELOW.

THIS CERTIFICATE OF COVERAGE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING COVERAGE PROVIDER, AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: IF THE CERTIFICATE HOLDER IS AN ADDITIONAL COVERED PARTY, THE MEMORANDUM OF COVERAGE MUST BE ENDORSED. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).

IMPORTANT: IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE MEMORANDUM(S) OF COVERAGE AN ENDORSEMENT MAY BE REQUIRED. A STATEMENT ON THE CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).

NAMED COVERED PARTY

Siskiyou County
190 Greenhorn Road
Yreka, CA 96097
Attn: [REDACTED]

PROGRAM AFFORDING COVERAGE

A: California Transit Systems Joint Powers Authority

B:

C:

COVERAGES

THIS IS TO CERTIFY THAT THE COVERAGE IS AFFORDED TO THE ABOVE NAMED MEMBER, AS PROVIDED BY THE MEMORANDUM(S) OF COVERAGE, FOR THE PERIOD SHOWN BELOW, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE PROGRAM DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH MEMORANDUM(S) OF COVERAGE. THE FOLLOWING COVERAGE IS IN EFFECT.

JPA LTR	TYPE OF COVERAGE	MEMORANDUM NUMBER	COVERAGE EFFECTIVE DATE (MM/DD/YY)	COVERAGE EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	[REDACTED]	05/01/26	05/01/27	EACH OCCURRENCE	[REDACTED]
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXPENSE (Any one person)	\$
	<input checked="" type="checkbox"/> MANUSCRIPT FORM				PERSONAL & ADV INJURY	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE	\$
	<input type="checkbox"/> MEMOR-ANDUM <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				PRODUCTS-COMP/OP AGG	\$
A	AUTOMOBILE LIABILITY	[REDACTED]	05/01/26	05/01/27	COMBINED SINGLE LIMIT (Ea accident)	[REDACTED]
	<input checked="" type="checkbox"/> ANY AUTO					\$
	<input type="checkbox"/> ALL OWNED AUTOS					
	<input type="checkbox"/> SCHEDULED AUTOS					
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	WORKERS' COMPENSATION AND EMPLOYERS LIABILITY				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/ EXECUTIVE/OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$
	IF YES, DESCRIBED UNDER SPECIAL PROVISION BELOW				E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
	OTHER					
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL/PROVISIONS

This Certificate is hereby issued as Evidence of Coverage only.
Re: Vehicle 3039 - 2017 GLAVAL Transit Van, VIN [REDACTED] 9450.

CERTIFICATE HOLDER

ADDITIONAL COVERED PARTY ENDORSEMENT

CANCELLATION

SISK-003

Siskiyou County
190 Greenhorn Road
Yreka, CA 96097

SHOULD ANY OF THE ABOVE DESCRIBED MEMORANDUM(S) OF COVERAGE BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE MEMORANDUM(S) OF COVERAGE PROVISIONS.

AUTHORIZED REPRESENTATIVE

[Signature]

Voting Agency: LTC

Action Requested: Direction/Approval

Date: June 9, 2026

Subject: Letter of Support for Josephine County Oregon FLAP Application – Greyback Road Corridor Resilience Project

Past Action

The LTC has participated in regional coordination efforts related to emergency access, wildfire resilience, and transportation planning associated with the Greyback Road / Happy Camp Road corridor through the Karuk Regional Transportation Collaborative (KRTC).

Summary of Item

The U.S. Department of Transportation, through FHWA Central Federal Lands, requested a letter of support for Josephine County’s Oregon Federal Lands Access Program (FLAP) application associated with the Greyback Road (Happy Camp Road) corridor resilience project.

The proposed project would support improvements along the Oregon portion of the Greyback Road corridor, which functions as a secondary emergency access and evacuation route for northern Siskiyou County during closures of State Route 96 caused by wildfire, landslides, debris flows, or other emergency events.

The project is also consistent with regional discussions regarding long-term corridor resiliency and future transportation improvement efforts associated with the Siskiyou County portion of the corridor. Staff anticipates continuing coordination with regional partners and pursuing future funding opportunities to improve emergency access and resiliency on the Siskiyou County side of the corridor.

Financial Impact: Yes No

Recommended Action:

Authorize the Chair to sign a letter of support for Josephine County’s Oregon FLAP Application – Greyback Road Corridor Resilience Project.

Attachments (1):

1. Draft Letter of Support for Josephine County Oregon FLAP Application – Greyback Road Corridor Resilience Project.



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

190 Greenhorn Road
Yreka, California 96097
www.siskiyoucoltc.org

June 9, 2026

Oregon FLAP Programming Decisions Committee

Subject: Letter of Support for the Greyback Road Corridor Resilience Project

Dear Committee Members:

The Siskiyou County Local Transportation Commission (LTC) is pleased to support Josephine County's Oregon Federal Lands Access Program (FLAP) application for the Greyback Road (Happy Camp Road) Corridor Resilience Project.

The Greyback Road corridor serves as a critical regional emergency access and evacuation route connecting southern Oregon and northern Siskiyou County. During closures of California State Route 96 caused by wildfire, landslides, debris flows, or other emergency events, the corridor functions as an important secondary paved access route for emergency response, evacuations, supply deliveries, and regional mobility.

The proposed Oregon FLAP improvements represent an important investment in regional transportation resiliency and cross-border emergency preparedness. The project is also consistent with broader regional coordination efforts involving Josephine County, the Karuk Tribe, the U.S. Forest Service, Caltrans, FHWA Central Federal Lands, and participants in the Karuk Regional Transportation Collaborative (KRTC).

The LTC recognizes the importance of improving long-term reliability and emergency access along the entire Greyback Road / Happy Camp Road corridor, including future transportation improvement efforts associated with the Siskiyou County portion of the route.

The Siskiyou County LTC strongly supports Josephine County's Oregon FLAP application and urges favorable consideration of this important regional resiliency project.

Sincerely,

Cliff Munson, Chair
Siskiyou County Local Transportation Commission

Voting Agency: STA

Action Requested: Direction/Approval

Date: June 9, 2026

Subject: RFP #2025-004 – Zero Emissions Transit Strategy Plan – Consultant Selection

Past Action

The STA conducted a Request for Proposal (RFP) #2025-004 seeking consulting services for preparation of the Zero Emissions Transit Strategy Plan.

Summary of Item

Staff determined that DKS Associates was the most qualified proposer and recommends selection of the firm as the preferred consultant for the project.

Final contract negotiations and County Counsel review will not be completed prior to the June meeting. Staff intends to return the finalized agreement to the Commission at the August 2026 meeting for approval. Alternatively, the Commission may authorize execution of the agreement upon approval as to form by County Counsel to avoid delay.

The proposed agreement amount is not to exceed \$149,519.

Financial Impact: Yes No

Recommended Action:

1. Select DKS Associates as the Consultant in an amount not to exceed \$149,519;
2. Authorize staff to finalize contract negotiations and County Counsel review; and
3. Provide direction regarding whether the agreement should return to the Commission in August 2026 for final approval or be executed upon approval as to form by County Counsel.

Attachments (2):

1. Draft Professional Services Agreement (Pending County Counsel Approval as to Form).
2. DKS Associates Proposal.

**SISKIYOU TRANSPORTATION AGENCY (STA)
CONTRACT FOR CONSULTING SERVICES
Zero Emissions Transit Strategy Plan**

This Contract is entered into on the date when it has been both approved by the STA and signed by all other parties to it.

STA: Siskiyou Transportation Agency (STA)
190 Greenhorn Road
Yreka, California 96097
(530)842-8238

And

CONTRACTOR: DKS Associates
1970 Broadway, Suite 740
Oakland, California 94612
(510) 763-2061

ARTICLE 1. TERM OF CONTRACT

- 1.01** Contract Term: This Contract shall become effective upon execution by all parties and shall remain in effect until completion of the services described herein unless terminated in accordance with Article 7.

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 STA. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between STA 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** Scope of 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 STA 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 STA and the results of the work shall be monitored by the Executive Director or their designee.

To the extent that Exhibit A contains terms in conflict with this Contract or to the extent that it seeks to supplement a provision regarding a subject already fully addressed in this Contract, including a clause similar to this seeking to render its

language superior to conflicting language in this Contract, such language is hereby expressly deemed null and void by all parties upon execution of this Contract.

- 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. STA shall not have the right to, and shall not, control the manner or determine the method of accomplishing Contractor's services.
- 3.03** Employment of Assistants: Contractor may, at the Contractor's own expense, employ such assistants as Contractor deems necessary to perform the services required of Contractor by this Contract. STA may not control, direct, or supervise Contractor's assistants or employees in the performance of those services.

ARTICLE 4. COMPENSATION

- 4.01** Compensation: In consideration for the services to be performed by Contractor, STA agrees to pay Contractor in proportion to services satisfactorily performed as specified in Exhibit A, the not to exceed amount of One Hundred Forty-Nine Thousand Five Hundred Nineteen Dollars and no/100 cents (\$149,519.00) for the term of the contract.
- 4.02** Invoices: Contractor shall submit detailed invoices for all services being rendered.
- 4.03** Date for Payment of Compensation: STA will endeavor to make payment within 30 days of receipt of invoices from the Contractor to STA, and approval and acceptance of the work by STA.
- 4.04** Expenses: Contractor shall be responsible for all costs and expenses incident to the performance of services for STA, 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. STA shall not be responsible for any expense incurred by Contractor in performing services for STA.

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 Executive Director or designee, 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 STA.
- 5.04** Workers' Compensation: Contractor shall maintain a workers' compensation plan, in an amount of no less than One Million Dollars (\$1,000,000) per accident for bodily injury or disease, 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 STA 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 (\$2,000,000) Two Million Dollars, to cover such claims or in an amount determined appropriate by the STA Risk Manager. If the amount of insurance is reduced by the STA Risk Manager such reduction must be in writing. Contractor shall furnish a certificate of insurance evidencing such insurance and naming the STA 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 STA 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 with limits no less than Two Million Dollars (\$2,000,000) per occurrence and automobile policy or policies of no less than One Million Dollars (\$1,000,000) per accident for bodily injury and property damage; the STA, 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 STA 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 STA. 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 STA. The STA 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 STA.

- 5.07** Certificate of Insurance and Endorsements: Contractor shall obtain and file with the STA 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 STA prior to the effective date of such cancellation. **Naming the STA 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 STA, contractor shall file certificates of insurance with STA 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 STA.**
- 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 County/STA, Contractor shall indemnify, defend, and hold harmless County/STA 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 County/STA. Contractor understands and agrees that his personnel are not, and will not be, eligible for memberships in, or any benefits from, any County/STA group plan for hospital, surgical or medical insurance, or for membership in any County/STA 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 County/STA employee.
- 5.09** IRS/FTB Indemnity Assignment: Contractor shall defend, indemnify, and hold harmless the STA, 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, contactors 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 Two Million and No/100 Dollars (\$2,000,000.00), or as determined in writing by STA's Risk Management Department.
- 5.11** State and Federal Taxes: As Contractor is not County/STA's employee, Contractor is responsible for paying all required state and federal taxes. In particular:
- a. STA will not withhold FICA (Social Security) from Contractor's payments;
 - b. STA will not make state or federal unemployment insurance contributions on behalf of Contractor.
 - c. STA will not withhold state or federal income tax from payment to Contractor.
 - d. STA will not make disability insurance contributions on behalf of Contractor.
 - e. STA 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 STA, 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 STA 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 STA, and Contractor hereby agrees to deliver the same to the STA 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 STA 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 STA 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 STA.

- 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 STA.
- 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 STA 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 STA 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 STA.
- 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 STA 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 STA

- 6.01** Cooperation of STA: STA 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 Stated 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 STA for Default of Contractor: Should Contractor default in the performance of this Contract or materially breach any of its provisions, STA, at STA's option, may terminate this Contract by giving written notification to Contractor.

- 7.03** Termination for Convenience of STA: STA 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: STA 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 STA 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 STA 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 provisions 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 county 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 STA 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 STA shall have the right to deduct from any payments contracted for under this Contract any amount owed to STA 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 STA exercises the right to reduce the consideration specified in this Contract, STA 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** Cumulation 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.

IN WITNESS WHEREOF, STA and Contractor have executed this agreement on the dates set forth below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

SISKIYOU TRANSPORTATION AGENCY

Date: _____

CLIFF MUNSON, CHAIR
Siskiyou Transportation Agency

ATTEST:
Hailey Lang
Executive Director, STA

By: _____

CONTRACTOR: DKS Associates

Date: _____

Authorized Representative
DKS Associates

TAXPAYER I.D. ###-##-XXXX

APPROVED AS TO LEGAL FORM:

County Counsel (Date)

ACCOUNTING:

Fiscal Year	Fund	Organization	Account	Total Amount
2026/2027	2505	303020	723000	\$149,519.00

If not to exceed, include amount not to exceed: \$149,519.00
Encumbrance number (if applicable):

EXHIBIT A
Scope of Work

DKS Associates Proposal for RFP #2025-004 – Zero Emissions Transit Strategy Plan, including scope of work and schedule, is attached hereto and incorporated by reference.



SHAPING A SMARTER
TRANSPORTATION EXPERIENCE™

FEBRUARY 13, 2026



RFP #2025-004 ZERO EMISSIONS TRANSIT STRATEGY PLAN

SISKIYOU TRANSPORTATION AGENCY

PRESENTED TO

Melissa Cummins, Executive Director
Siskiyou Transportation Agency

Melissa@SiskiyouColtc.org
530.709.5060

190 Greenhorn Road
Yreka, CA 96097

PRESENTED BY

Bincy Koshy, Project Manager
DKS Associates

Bincy.Koshy@DKSAssociates.com
217.904.9164

1970 Broadway, Suite 740
Oakland, CA 94612



TAB 1

COVER LETTER AND TABLE OF CONTENTS

FEBRUARY 13, 2026

Siskiyou Transportation Agency
Melissa Cummins, Executive Director
190 Greenhorn Road
Yreka, CA 96097

1970 BROADWAY, STE 740
OAKLAND CA 94612
510.763.2061
P#26415-000



**RE: REQUEST FOR PROPOSALS (RFP) #2025-004 ZERO EMISSIONS
TRANSIT STRATEGY PLAN**

Dear Melissa Cummins and Members of the Selection Committee,

The **Siskiyou Transportation Agency (STA)** received funding through Senate Bill 125 from the California Department of Transportation (Caltrans) and intends to utilize the funds to evaluate the feasibility of transitioning its revenue fleet to zero-emission buses (ZEBs). STA's transit system serves a network of small to mid-size communities connected by a few key transportation corridors and highways, posing unique challenges and requirements for ZEB adoption. This project aims to assess the viability of both battery and hydrogen fuel cell propulsion transit systems, including how transit service quality and reliability can be maintained under conversion to either ZEB technology, and identify the facility, fueling/charging, and maintenance upgrades required to support a zero-emission fleet.

DKS Associates (DKS) is excited to support STA in the delivery of the Zero Emissions Transit Strategy Plan. Since 2017, our team has successfully supported both public and private entities on over **80 zero-emission vehicle (ZEV) planning and engineering projects**. DKS brings the technical expertise, cross-sector collaboration skills, and a proven level of technical depth and implementation focus to successfully prepare STA's new plan. DKS is joined by **Kittelson & Associates, Inc. (Kittelson)**, with whom we frequently partner on fleet electrification and zero-emission planning projects, and **Microgrid Labs, Inc. (MGL)**, a registered Disadvantaged Business Enterprise (DBE), the leading analytics provider of zero-emission transit route and energy modeling. Together, this team provides a **proven, comprehensive, and integrated approach to zero-emission transit electrification and planning**.

The project team will be managed by **Bincy Koshy, Project Manager**, who recently completed the Redding Area Bus Authority (RABA) ZEB Study in the City of Redding. She will be closely supported by **Jim Damkowitch, Principal-in-Charge**, a regionally-recognized leader in sustainable transportation planning, who will leverage his current work on Siskiyou's General Plan. **Mike Usen, Senior Advisor**, is a transit agency veteran and nationally-recognized fleet decarbonization expert.

Our team recently completed the ZEB Implementation Plan for RABA as well as municipal fleet electrification plans for Shasta County and the City of Redding. The RABA project evaluated both battery-electric and fuel cell electric buses under rural operating conditions similar to STA's, **providing our team with direct experience navigating the regional context, geography, opportunities, and constraints relevant to STA's needs**.



This proposal shall remain valid for a period of not less than 120 days from the date of submittal. As an officer of DKS, Richard Hutchinson is authorized to bind the company to the terms specified in the proposal, as well as make representations and commitments. We look forward to this opportunity to work with STA, and to continue our work within Siskiyou County. If you have any questions or require additional information regarding our proposal, please contact Bincy Koshy, Project Manager.

Bincy Koshy

Bincy Koshy, Project Manager

Bincy.Koshy@DKSAssociates.com | 217.904.9164
1970 Broadway, Suite 740, Oakland, CA 94612

Jim Damkowitch, Principal-in-Charge

Jim.Damkowitch@DKSAssociates.com | 916.606.4405
428 J Street, Suite 340, Sacramento, CA 95814

Richard Hutchinson, PE, PTOE, Contracting Officer

Richard.Hutchinson@DKSAssociates.com | 253.204.5121
719 Second Avenue, Suite 1250, Seattle, WA 98104

FIRM PROFILE

1979

Year Founded

150+

Employees Firmwide

S Corp

Form of Organization

8

Offices

Mission

Shaping a Smarter Transportation Experience™

Vision

People. *Intentionally create a diverse, equitable, and inclusive environment where your team can grow and achieve their career goals.*

Practice. *Make a meaningful difference in people's lives by partnering with communities to provide safe, equitable, and convenient transportation solutions.*

Business. *Create a sustainable and thriving business that rewards our employee owners equitably, and provides the opportunity for employee owners to achieve financial security.*

Offices

Sacramento, Oakland, and Anaheim, CA; Portland (Headquarters) and Salem, OR; Boise, ID; Seattle, WA; Austin, TX

Financial Condition

DKS is a financially strong corporation and is in Good Standing—certified by the California Secretary of State. DKS does not have any conditions that may impact our ability to complete this project.

Licenses

DKS has a business license for California, and our transportation engineers are licensed professional engineers in the state.

TABLE OF CONTENTS

QUALIFICATIONS STATEMENT TAB 2

DEMONSTRATED COMPETENCE 1

RECENTLY AWARDED WORK 1

STAFFING CAPABILITY 1

STRENGTH & STABILITY OF THE FIRM 1

PROPOSED STAFFINGTAB 3

PROJECT TEAM OVERVIEW 3

DKS ASSOCIATES 4

KITTELSON & ASSOCIATES 6

MICROGRID LABS 6

PROJECT EXPERIENCE 8

TECHNICAL APPROACH TAB 4

PROJECT UNDERSTANDING 12

PROJECT APPROACH 12

PRELIMINARY SCHEDULE TAB 5

PRELIMINARY SCHEDULE 24

ADDITIONAL INFORMATION TAB 6

DKS’S FLEET TRANSITION DECISION-SUPPORT PLATFORM 25

EVOPT BY MICROGRID LABS 25

REQUIRED FORMSTAB 7





TAB 2

QUALIFICATIONS STATEMENT

DEMONSTRATED COMPETENCE

DKS provides specialized transportation planning, design, and engineering services to public agencies throughout the West. One of the most measurable ways we help clients reduce greenhouse gas (GHG) emissions is through our comprehensive suite of electromobility planning and design services.

DKS is a nationally recognized leader in transportation electrification, specializing in planning, design, and implementation of ZEV and ZEB projects, especially for transit and other public fleets. Services include planning municipal-scale electric vehicle (EV) fleet transitions and charging programs, designing site-specific charging infrastructure installations, and assisting clients with grants, rebates, incentives, and other forms of project financing.

Unlike conceptual ZEB plans, our strategy is grounded in route-level operational modeling and the unique constraints of a rural transit system to ensure feasibility before capital commitment.

RECENTLY AWARDED WORK

Since 2017, DKS has been selected for and successfully delivered dozens of transportation electrification and decarbonization projects directly applicable to STA's envisioned Zero Emissions Transit Strategy Plan. *DKS has developed 80+ ZEV and ZEB transition plans, fleet electrification strategies, and EV charging infrastructure installation designs for transit agencies, municipalities, and other public and private entities.*

STAFFING CAPABILITY

DKS's team brings proven qualifications to deliver this Zero Emissions Transit Strategy Plan:

LOCAL KNOWLEDGE. DKS, Kittelson, and MGL each have wide-ranging experience working not only in Siskiyou County, but across Northern California at large. DKS is currently working with the County on their General Plan Update, led by proposed **Principal-in-Charge Jim Damkowitch**. Our experience provides context to this project and can identify opportunities to share charging or fueling infrastructure to provide operational efficiencies and save significant costs.

RURAL TRANSIT OPERATIONS EXPERTISE. Urban electrification playbooks do not work here. Transitioning to ZEBs can significantly impact operations and, therefore, requires a team with experience in transit service and culture. DKS's

proposed **Project Manager, Bincy Koshy**, brings a wealth of expertise in transit operations and supporting rural transit systems with route planning and efficiency improvements. Financial defensibility will be emphasized for board-focused messaging.

SOPHISTICATED METHODOLOGY. Effective planning for ZEBs requires a systems approach to determine: 1) route fit for electrification, 2) energy needs to determine bus battery sizes or hydrogen capacity, and 3) infrastructure strategies to meet operating schedules. MGL will perform this optimization analysis for existing service and future service using its EVopt software, the most sophisticated purpose-built platform for assessing ZEB implementation options and charging/refueling needs on the market.

EXPERTISE IN BATTERY & FUEL CELL TECHNOLOGIES. DKS has performed fleet transition plans for more than 80 fleets. Many focused on battery technology, however fleets with particularly heavy energy requirements or limited dwell times available for charging can be better served by hydrogen fuel cells. STA will receive best-in-class service in evaluating both fuel type options in compliance with applicable regulations, technology readiness, and market maturity.

TEAM EXPERIENCE. DKS, Kittelson, and MGL recently worked together to deliver a comprehensive ZEB Implementation Plan for nearby RABA, developing a cost-effective, contextually aware, and operationally sound transition plan tailored to RABA's unique service area. This experience gives our team the unique positioning to hit the ground running and deliver a seamless experience for STA.

STRENGTH & STABILITY OF FIRM

DKS possesses the financial strength and resources to successfully complete this project. The firm maintains a stable balance sheet and positive cash flow, supported by independent annual audits conducted by Moss Adams, LLP, which confirm the accuracy and integrity of DKS's financial statements. The firm is an S-Corporation in good standing and has no conditions such as bankruptcy, pending litigation, or organizational changes that could affect its ability to perform this work. This financial stability allows DKS to dedicate the necessary staff, technology, and resources to complete STA's Zero Emissions Transit Strategy Plan efficiently and within budget.

RECENTLY AWARDED WORK

PROJECT	STATE	KEY STAFF	Fleet Transition & Infrastructure Needs Analysis	Transit/Bus Electrification	Financial/ Cost Analysis & Implementation Plan	Barriers & Opportunities Evaluation	Stakeholder and/or Public Engagement
<i>RABA Zero-Emission Bus Implementation Plan*</i>	CA	Mike Usen, Bincy Koshy, Gurbir Antaal, Steffen Coenen, Owen Wang, Ryan Peterson, Chris White, Jonathan Levy, Narayanan Sankar	★	★	★	★	★
<i>King Co. Metro Transit System Electrification Plan*</i>	WA	Mike Usen, Steffen Coenen	★	★	★	★	
<i>Siskiyou Co. General Plan Update*</i>	CA	Jim Damkowitz			★	★	
<i>Nevada Co. Transportation Commission ZEV Transition Plan*</i>	CA	Mike Usen, Gurbir Antaal, Chris White	★	★	★	★	★
<i>Shasta Co. Fleet Electrification Plan*</i>	CA	Mike Usen, Gurbir Antaal, Owen Wang, Steffen Coenen, Chris White	★		★	★	
<i>City of Redding Fleet Electrification Plan*</i>	CA	Mike Usen, Gurbir Antaal, Owen Wang, Steffen Coenen, Chris White	★		★	★	
<i>Ride Connection Fleet Electrification and Assessment Plan*</i>	OR	Chris White, Christopher Bame	★	★		★	
<i>Jackson Co. ZEV Fleet Transition Plan*</i>	OR	Chris White, Christopher Bame	★		★	★	★
<i>Via Mobility/Boulder Fleet Electrification and Feasibility Study*</i>	CO	Namit Singh, Narayanan Sankar, Jonathan Levy	★	★	★	★	
Electric Bus Charging Infrastructure for Sonoma and Mendocino Co. - Planning and Engineering Study	CA	Mike Usen	★	★		★	
Transitioning King Co. Metro Non-Bus Fleets to Zero Emissions Feasibility Study	WA	Mike Usen, Gurbir Antaal	★	★	★	★	★
Humboldt Co. Regional Zero Emission Fleet Transition and Infrastructure Plan	CA	Mike Usen, Gurbir Antaal, Steffen Coenen, Owen Wang	★		★		★
Antioch ZEV Assessment	CA	Mike Usen, Gurbir Antaal, Owen Wang, Chris White	★		★	★	★
Elk Grove Infrastructure Plan for Fleet Electrification	CA	Mike Usen, Gurbir Antaal, Owen Wang, Steffen Coenen, Chris White	★		★	★	★
City of Spokane Green Fleet Plan	WA	Mike Usen, Gurbir Antaal	★		★	★	★
King Co. Enterprise-Wide Strategic Fleet EV Charging Plan	WA	Mike Usen, Gurbir Antaal, Owen Wang, Steffen Coenen	★		★		★
King Co. Solid Waste Division Fleet Electrification	WA	Mike Usen, Gurbir Antaal, Owen Wang, Steffen Coenen	★		★	★	★
Madera Co. Transportation Commission ZEV Readiness and Implementation Plan	CA	Mike Usen, Chris White			★	★	★
San Joaquin Council of Governments Alternative Fuels Vision Plan	CA	Mike Usen, Chris White			★	★	★
Deschutes Co. ZEV Fleet Transition Plan	OR	Chris White, Christopher Bame	★		★	★	★
City of Victorville Fleet Transition Plan	CA	Chris White, Christopher Bame	★		★	★	★
MassACT Electric School Bus Implementation	MA	Chris White	★	★	★	★	★
Equitable EV Infrastructure for Sonoma County	CA	Chris White			★	★	★
Plumas Co. EV Infrastructure Planning	CA	Chris White	★		★	★	★
City of San Pablo Fleet Transition Plan	CA	Chris White	★		★	★	★

DKS's relevant experience in EV charging roadmaps and fleet electrification projects. Asterisked (*) projects can be found below in Proposed Staffing, under Project Experience.



TAB 3

PROPOSED STAFFING



BINCY KOSHY
TRANSPORTATION PLANNER/
ENGINEER
Role: Project Manager

2+ Transit Fleet Transition Plans

17+ Other Transit Plans

Education: MUP, University of Illinois Urbana-Champaign; BS, Civil Engineering, University of Kerala

Bincy is a transportation planner with over seven years of experience

in transit planning and operations analysis, specializing in zero-emission bus implementation, and transit service planning. Bincy has worked on multiple small rural transit projects on the West Coast that focused on improving transit services for disadvantaged populations by identifying needs and gaps in the system and providing near- and long- term service recommendations. She is skilled in data analysis, scenario development, and coordination with agency transit staff to assess electrification readiness and service impacts. Bincy recently managed the RABA ZEB Implementation Plan in California and has supported rural and regional transit agencies across Washington and Oregon with geographical context similar to Siskiyou County. She has worked with teams to develop existing conditions, financial implementation plans, service recommendations, and also led the public involvement process and onboard surveys for transit agencies in rural California, Oregon and Washington.



JIM DAMKOWITCH
PRINCIPAL/MANAGING DIRECTOR
Role: Principal-in-Charge

6+ EV-Focused Plans

Education: MS, BA, Geography (Honors), University of California, Santa Barbara

Jim has 35+ years of experience

in regional multimodal transportation planning, electromobility planning, congestion management, multidisciplinary corridor studies, safety studies, transit studies, active transportation studies, operational analyses, transportation and air quality modeling, and performance measure applications. Most of this experience has been applied in rural areas of California. He has managed numerous regional transportation plan updates and general plan circulation element updates for rural cities and counties. Jim managed two statewide studies for the California Rural County Task Force (RCTF), and the Rural Induced Demand Study (2025) for the RCTF in response to concerns regarding the State guidance on the implementation of SB 743, in particular, the emphasis on induced demand as a likely outcome of road improvement projects. Both studies won the National Association of Development Excellence in Regional Transportation Awards in 2016 and 2025 respectively. Jim has served on state/regional committees and conference panels for transportation air quality conformity, performance measurement, and SB 743.



STEFFEN COENEN
ELECTROMOBILITY ENGINEER
Role: Technical Analysis Lead

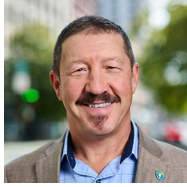
3+ Transit Fleet Transition Plans

37+ Other EV-Focused Plans

Education: MS, Transportation Engineering, University of Washington; MS, BS, Physics, RWTH Aachen University

Steffen is DKS's technical lead for analytical methods and fleet operational analysis for zero-emission transitions. He authors DKS's fleet energy and route analysis, and has led multiple fleet electrification

analyses for large and small agencies. Steffen develops DKS's tools and workflows for transit route modeling, port equipment analysis, and equity-focused public charging roadmaps. His work also incorporates operational cost analysis, particularly to compare battery-electric and hydrogen fuel cell technology options, GIS mapping, and tracking regulatory requirements and funding opportunities. Notably, Steffen served as Deputy Project Manager and analysis lead for the RABA ZEB Implementation Plan. His ability and experience presenting complex technical findings to public agency staff and governing boards will further support STA's need for clear, actionable recommendations suitable for policy decisions and future grant applications.



MIKE USEN, AICP
PRINCIPAL/NATIONAL DIRECTOR
OF ELECTROMOBILITY
 Role: Senior Advisor

Mike leads DKS’s company-wide electric vehicle charging infrastructure planning and design practice assisting sustainability directors, fleet, and facility managers plan smart EV and ZEB charging infrastructure for transit systems and other electric vehicle fleets as well as public, workplace and residential applications. Mike is a nationally recognized subject matter expert in multiple aspects of charging infrastructure planning for light, medium and heavy-duty electric vehicles. For the past 30+ years, Mike has worked for leading consulting firms and public agencies including King County Metro Transit where he established Metro’s Sustainability Program, wrote its Sustainability Plan, as well as the transportation chapter of King County’s Climate Action Plan. Mike has planned for electrification of over 80 fleets since establishing DKS’ Electromobility practice in 2017. He has prepared electrification plans for hundreds of chargers for thousands of light, medium and heavy-duty EVs, addressing multiple aspects of EV charging infrastructure including fleet analysis, charging strategy selection, site evaluation and project implementation.

4+ Transit Fleet Transition Plans
90+ Other EV-Focused Plans

Education: MUP, University of Washington; BA, Environmental Studies, University of Vermont

Registration: AICP, No. 012577



GURBIR ANTAAL, PE
SENIOR ELECTROMOBILITY
ENGINEER
 Role: Infrastructure & Cost
 Analysis Lead

Gurbir combines his electrical engineering background with his transportation operations expertise to analyze electric vehicle charging requirements for transit, municipal, institutional and corporate fleets. Gurbir has served as a trusted advisor for EV-focused projects to public agencies throughout California and Washington State. His relevant project experience includes fleet electrification focused on EV charging infrastructure planning and installation design. Over the last five years, Gurbir has performed this work on over 50 fleets including transit and other specialized heavy-duty bus and truck operations. On most of these projects, Gurbir evaluates charging strategy alternatives and determines the quantity and type of chargers for each vehicle duty cycle. As part of this work, he analyzes facility electrical systems to support EV charging, and determines upgrades needed to support projected electrical load growth in collaboration with clients and local utilities. On many of these projects, he also plans installation phasing and prepares conceptual and/or final engineering design drawings.

3+ Transit Fleet Transition Plans
65+ Other EV-Focused Plans

Education: MS, Electrical & Computer Engineering, McMaster University; BS, Electronics & Communication Engineering, Punjab Technical University

Registration: PE, Canada, No. 100502110; NV, No. 031573; TX, No. 151842



OWEN WANG, EIT
ELECTROMOBILITY ENGINEER
 Role: Infrastructure & Cost
 Analysis Support

Owen supports public agencies and utilities with EVSE implementation planning, electrical infrastructure evaluation, and facility retrofit strategies. He leads field assessments, charger layout design, power supply analysis, cost estimating, and utility coordination. Owen’s work helps agencies plan for scalable deployment of EVSE at fleet yards, transit depots, and public facilities, with cost estimating and implementation phasing tailored to budget and grant requirements.

2+ Transit Fleet Transition Plans
28+ Other EV-Focused Plans

Education: BS, Electrical Engineering, University of Washington

Registration: EIT, WA, No. 22011563



RYAN PETERSON
SENIOR GIS TECHNICIAN
Role: GIS Lead

Ryan is a skilled GIS specialist who brings experience with a variety of public agencies. Ryan has experience organizing extensive existing and newly generated spatial data associated with the study into well-documented GIS deliverables, conduct spatial analyses such as network distance-based buffering, and publish spatial data and maps online as needed. Ryan is adept at both the ESRI ArcGIS software suite and open-sourced QGIS. He has conducted multiple geospatial analyses for ZEV and ZEB planning projects, including for rural transit agencies and other rural jurisdictions in California.

1+ Transit Fleet Transition Plans

5+ Other EV-Focused Plans

Education: BS, Geography/GIS, University of Oregon; Graduate Certificate, GIS, Portland State University



KITTELSON & ASSOCIATES

Established in 1985, Kittelson, an S Corporation, has 400+ professionals in 32 offices across the county. They specialize in transportation planning and engineering, providing comprehensive transportation planning, engineering, and research services to government agencies and private organizations. They have 40 years of experience in assisting agencies to assess current infrastructure, demographics, and demand using data with a focus on equity-centered improvements and strategies.

Kittelson’s transportation plans—bicycle/pedestrian, transit, Safe Routes to School, Safe Streets for All, Vision Zero, and EV infrastructure—reflect each community’s culture, topology, and lived experiences. Their EV planning work ranges from national research to ZEV fleet deployment to public charging plans. Kittelson’s solutions are data-driven, goal-oriented, equity-centered, and designed to support sustainable and healthy communities.

Point of Contact

Chris White, Senior Principal Planner
916.822.5361 | CWhite@Kittelson.com



CHRIS WHITE
SENIOR PRINCIPAL PLANNER
Role: Training, Financing,
Hydrogen Subject Matter Expert

Chris has led or contributed to more than 50 public charging and fleet transition plans nationwide. Chris was appointed to California Air Resources Board’s Advanced Clean Fleets (ACF) Implementation Working Group and is a member of the National Association of State Energy Officials (NASEO) Freight Electrification Advisory Committee and the U.S. EPA’s West Coast Collaborative Steering Team.

6+ Transit Fleet Transition Plans

85+ Other EV-Focused Plans

Education: BA, Communications, Union University



CHRISTOPHER BAME, PE
SENIOR ENGINEER
Role: Technical Lead

Chris works with agencies to plan for transitioning fleets to ZEV including transit agencies, municipalities, and counties. He effectively manages data from diverse sources and presents findings to help agencies make well-informed decisions.

6+ Transit Fleet Transition Plans

10+ Other EV-Focused Plans

Education: BS, Industrial Engineering, Oregon State University

Registration: PE, OR, No. 97878



MICROGRID LABS

MGL, founded in 2014 as a consulting and software company, specializes in clean energy

microgrids and fleet electrification. They provide consulting services and software tools exclusively for planning, designing, and operating electric fleets and microgrids. MGL’s expertise is in the optimization

of entire fleet systems, including mathematical modeling, simulation, and optimization of vehicle deployment, charging infrastructure, and energy infrastructure (including distributed energy resources and microgrids), to minimize the total cost of operation (both CAPEX and OPEX) and risks in fleet transition. MGL has provided software and consulting services to over 60 transition planning projects covering transit buses, school buses and commercial fleets.

MGL'S proprietary software EVopt which jointly models transportation, and energy needs to mitigate potential vehicle service and performance risks, will be available

to STA for a period of 6 months free of charge after conclusion of the project. This software is the product of joint research and development with support from leading entities like the Department of Energy's National Renewable Energy Lab, Lawrence Berkeley National Lab, and the University of California at Berkeley.

MGL is a minority-owned company with a 13-member team located within the United States and India.

Point of Contact

Dr. Namit Singh, Senior Engineer
720.722.1980 | Namit@MicroGridLabs.com



NAMIT SINGH, PHD SENIOR ENGINEER Role: Transportation & Electricity Expert

Namit is the Co-Founder and the Chief Operating Officer at MGL. He is a mechanical engineer with a diverse background in the energy and transportation sector. Notably, he has over 15 years of experience in the renewable energy sector. At MGL, Namit's responsibilities encompass leading planning and implementation of fleet and transit electrification projects, system design including microgrids for resilient transit operations, and energy system consulting.

14+ Transit Fleet Transition Plans

11+ Other EV-Focused Plans

Education: Ph.D., MS, Mechanical Engineering, University of North Carolina; BE, Mechanical Engineering, Government Engineering College, Gujarat



JONATHAN LEVY, PE SENIOR ENGINEER Role: Infrastructure & Resilience Planning Expert

Jonathan, Chief Product Officer at MGL, is a mechanical engineer with 15+ years of experience in engineering design and analysis, project management and project execution. Jonathan also leads the development of MGL's EVopt software platform, a premier fleet electrification planning and operation tool. Additionally, he has experience in mathematical modeling and optimization in fleet electrification projects, electricity generation, natural gas infrastructure, and fuel cell vehicle infrastructure.

14+ Transit Fleet Transition Plans

11+ Other EV-Focused Plans

Education: MENV, Renewable and Sustainable Energy, University of Colorado; BS, Mechanical Engineering, University of Delaware

Registration: PE, DE, No. 18146, NJ, No. 24GE05402400



NARAYANAN SANKAR SENIOR PRINCIPAL Role: Senior Advisor

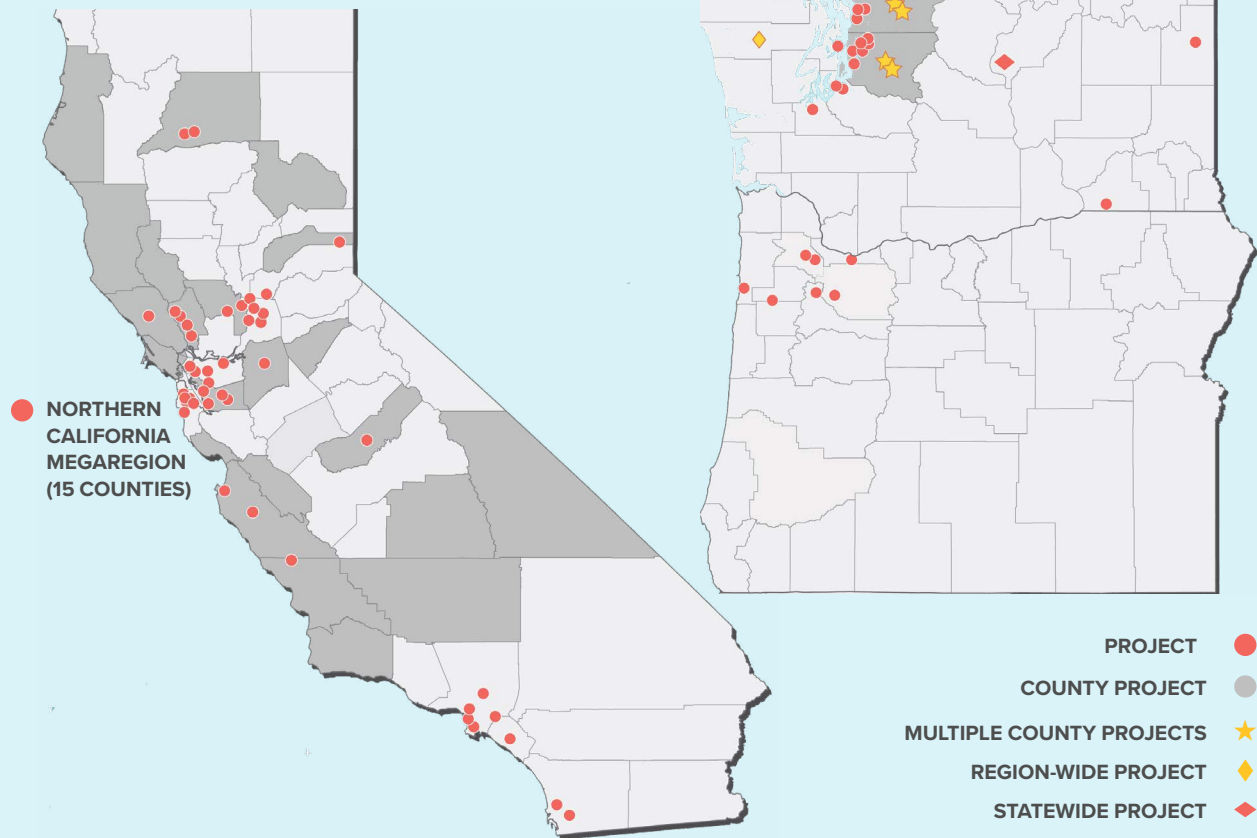
Sankar brings 30+ years of international business and management experience with SIEMENS. He has extensive experience in mathematical modeling of microgrids and fleet electrification projects. Sankar's expertise includes electrical power systems, energy storage, microgrids, electric vehicles and charge management. Sankar has been a principal advisor on fleet transition and electrification projects in the United States, Italy, and India.

14+ Transit Fleet Transition Plans

11+ Other EV-Focused Plans

Education: BE, Electrical Engineering, National Institute of Technology

WEST COAST ELECTROMOBILITY EXPERIENCE



PROJECT EXPERIENCE

More than 95% of DKS’s project experience has been for public agencies including transit agencies, cities, counties, and regional transportation commissions. This includes numerous rural counties such as Siskiyou, Madera, Nevada, Calaveras, Shasta, El Dorado, Placer, and Kern. We recognize the specific challenges these communities face regarding long transit routes and local opposition to transportation electrification. Additionally, many of our staff,

including **Principal-in-Charge, Jim Damkowitz** and **Senior Advisor, Mike Usen**, have previously been employed by these and similar agencies. They bring first-hand experience with these clients and truly understand their needs, tolerance for risks, impacts of politics on decisions, and legal constraints.

The following examples summarize a selection of our team’s recent transit and fleet electrification projects similar in scope to STA’s Zero Emissions Transit Strategy Plan.

RABA ZEB IMPLEMENTATION PLAN

December 2024 – January 2026

Contract Amount: \$213,542

Relevant Staff: Mike Usen, Principal-in-Charge; Bincy Koshy, Project Manager; Gurbir Antaal, Infrastructure and Cost Analysis Lead; Steffen Coenen, Technical Analysis Lead; Owen Wang, Infrastructure and Cost

Analysis Support; Ryan Peterson, GIS Lead; Chris White (Kittelson), Technical Advisor and Hydrogen Expert; Jonathan Levy (MGL), Route Modeling Expert; Narayanan Sankar (MGL), Principal Advisor & QA/QC

DKS led development of RABA’s Zero-Emission Bus Implementation Plan to guide a transition to 100% ZEBs by 2040. The plan combined route-by-route

operational modeling, depot and on-route charging scenario analysis, BEB vs. FCEB technology feasibility, detailed electrical load and power requirement assessments, workforce and maintenance implications, and total cost of ownership estimates. Our charging optimization and implementation phasing reduced projected infrastructure impacts while providing a clear, CARB-compliant roadmap for depot upgrades, charging strategies, and ZEB procurement phasing for the agency.

MGL provided modeling and analysis to define route energy requirements, developed charging strategy, calculated battery-electric vehicle needs, charging infrastructure sizing for depot and on-route charging, peak power demand and daily energy load profiles, and total cost of ownership for RABA's transit and paratransit services.

SIMILAR SCOPE ELEMENTS

- ✓ *Fleet Transition & Infrastructure Needs Analysis*
- ✓ *Transit/Bus Electrification*
- ✓ *Financial/Cost Analysis and Implementation*
- ✓ *Barriers & Opportunities Evaluation*
- ✓ *Stakeholder and/or Public Engagement*

Kittelson supported DKS with subject matter expertise in FCEBs and hydrogen refueling technology. Their knowledge of the hydrogen fuel supply market contributed to project success and implementability of the provided recommendations to RABA.

[*Public project website link.*](#)

KING COUNTY METRO TRANSIT SYSTEM ELECTRIFICATION PLAN

March 2022 – April 2023

Contract Amount: \$73,347

Relevant Staff: Mike Usen, Project Manager; Steffen Coenen, Analysis Support

As a subconsultant, DKS helped King County with National Environmental Policy Act (NEPA) review and operational analysis of transit operations related to battery bus charging and technical review of charging. This EV planning project had three components: 1) develop a model to develop layover (aka on-route) charging throughout King County and develop a phased implementation plan for charging at the

SIMILAR SCOPE ELEMENTS

- ✓ *Fleet Transition & Infrastructure Needs Analysis*
- ✓ *Transit/Bus Electrification*
- ✓ *Financial/Cost Analysis and Implementation*
- ✓ *Barriers & Opportunities Evaluation*

bases, 2) perform early coordination and planning work for electrical infrastructure, and 3) engage in legal and consulting work required for negotiations with utilities for tariff rates and other reporting requirements for City Council and policymakers.

SISKIYOU COUNTY GENERAL PLAN UPDATE

May 2023 – Present

Contract Amount: \$92,590

Relevant Staff: Jim Damkowitz, Project Manager

Given that Siskiyou County incorporates the Siskiyou County Local Transportation Commission (SCLTC) draft Regional Transportation Plan (RTP) part of its Circulation Element, DKS peer reviewed the draft RTP relative to the California Regional Transportation Planning Guidelines. This peer review was needed given that Caltrans did not accept the draft RTP. Based on this peer review DKS identified which consistency issues were applicable to a Circulation Element.

SIMILAR SCOPE ELEMENTS

- ✓ *Barriers & Opportunities Evaluation*
- ✓ *Stakeholder and/or Public Engagement*

DKS also developed a Trend Report which identified key multimodal transportation performance metrics and reported on how these metrics were trending over time in Siskiyou County. DKS is currently awaiting initiation of the environmental document to assist in the circulation portion of the General Plan Environmental Impact Report (anticipated in 2026).

NEVADA COUNTY TRANSPORTATION COMMISSION ZEV TRANSITION PLAN

April 2023 – May 2024

Contract Amount: \$228,252

Relevant Staff: Gurbir Antaal, Electromobility Engineer; Steffen Coenen, Fleet Energy and Charging Analysis Lead; Mike Usen, Principal-in-Charge & QA/QC; Owen Wang, Facilities Infrastructure Evaluation; Chris White, Principal (previous experience to Kittelson)

DKS prepared this fleet ZEV transition plan to address the charging needs at 23 Nevada County facilities for fleets including the Sheriff’s office, roads, sanitation, motorpool and transit. In addition to the county, DKS planned electrification for Grass Valley, Nevada City, and the Town of Truckee. This plan addressed the

SIMILAR SCOPE ELEMENTS

- ✔ *Fleet Transition & Infrastructure Needs Analysis*
- ✔ *Transit/Bus Electrification*
- ✔ *Financial/Cost Analysis and Implementation*
- ✔ *Barriers & Opportunities Evaluation*
- ✔ *Stakeholder and/or Public Engagement*

infrastructure needs for power delivery and charging, hydrogen storage and distribution, maintenance needs, and capital replacement considerations for each fleet. DKS’s analysis and recommendations also include evaluating county-owned facilities for public charging needs.

SHASTA COUNTY FLEET ELECTRIFICATION PLAN

May 2023 – April 2024

Contract Amount: \$126,000

Relevant Staff: Chris White, Project Manager (previous experience to Kittelson); Gurbir Antaal, Electromobility Engineer; Mike Usen, QA/QC; Steffen Coenen, Fleet Energy and Charging Analysis Lead; Owen Wang, Facilities Infrastructure Evaluation

This project aimed to develop a long-term master plan to transition Shasta County’s large, diverse fleet vehicles to battery, plug-in hybrid, and fuel cell electric vehicles. The plan considered that many Shasta County buildings are old and leased, and

SIMILAR SCOPE ELEMENTS

- ✔ *Fleet Transition & Infrastructure Needs Analysis*
- ✔ *Financial/Cost Analysis and Implementation*
- ✔ *Barriers & Opportunities Evaluation*

cannot be upgraded to meet the power demands of EVs, and that County vehicles can travel hundreds of miles daily. As a subconsultant, DKS evaluated charging strategies for fleet vehicles at each domicile and opportunities for the fleet to use public charging and provided conceptual layouts for EV charging stations at fleet domiciles with identified phasing.

CITY OF REDDING FLEET ELECTRIFICATION PLAN

April 2023 – April 2024

Contract Amount: \$126,000

Relevant Staff: Gurbir Antaal, Electromobility Engineer; Mike Usen, Principal-in-Charge & QA/QC; Steffen Coenen, Fleet Energy and Charging Analysis Lead; Owen Wang, Facilities Infrastructure Evaluation; Chris White, Project Manager (previous experience to Kittelson)

This project aimed to develop a long-term master plan to transition the City of Redding’s fleet vehicles to battery and fuel cell electric vehicles. The plan needed to meet Redding’s needs to be fiscally prudent, enable

SIMILAR SCOPE ELEMENTS

- ✔ *Fleet Transition & Infrastructure Needs Analysis*
- ✔ *Financial/Cost Analysis and Implementation*
- ✔ *Barriers & Opportunities Evaluation*

Redding Electric Utility to meet projected electricity demand, and to comply with California’s Advanced Clean Fleets regulation. DKS, as subconsultant, evaluated charging strategies for fleet vehicles at each domicile as well as opportunities for the fleet to use public charging. DKS also developed conceptual layout plans with identified implementation phasing.

JACKSON COUNTY FLEET TRANSITION PLAN (KITTELSON)

December 2024 – Present

Contract Amount: \$83,660

Relevant Staff: Chris White, Project Manager; Christopher Bame, Deputy Project Manager

Jackson County has a fleet of 500 light-, medium-, and heavy-duty vehicles that will transition to electric vehicles over the next 20 years. Kittelson is helping the County's Motor Pool division prepare for EVs by:

- Conducting an in-depth analysis of the current Motor Pool fleet and creating a phased EV replacement plan.
- Creating a near-and long-term annual procurement

SIMILAR SCOPE ELEMENTS

- ✓ *Fleet Transition & Infrastructure Needs Analysis*
- ✓ *Financial/Cost Analysis and Implementation*
- ✓ *Barriers & Opportunities Evaluation*
- ✓ *Stakeholder and/or Public Engagement*

plan to meet the County's operational needs and comply with Oregon regulations.

- Estimating EV operation and maintenance cost.
- Infrastructure plan for charging fleet EVs.
- Developing a funding and financing strategy.
- Identifying policies supporting electrification.

RIDE CONNECTION FLEET ELECTRIFICATION AND ASSESSMENT PLAN (KITTELSON)

May 2025 – January 2026

Contract Amount: \$80,000

Relevant Staff: Chris White, Project Manager; Christopher Bame, Deputy Project Manager

Ride Connection is a nonprofit that operates transit services in three Oregon counties with more than 300,000 rides and 2,000 transportation trainings for individuals and organizations annually. Kittelson is helping Ride Connection plan for the transition of its vans and cutaways to EVs and charging stations by:

- Analyzing data about the current fleet, routes, stops, parking facilities, and operations.
- Using EVopt to model fixed-service routes.

SIMILAR SCOPE ELEMENTS

- ✓ *Fleet Transition & Infrastructure Needs Analysis*
- ✓ *Transit/Bus Electrification*
- ✓ *Barriers & Opportunities Evaluation*

- Meeting with partners, drivers, and riders.
- Creating a phased transition strategy to transition based on Ride Connection's unique revenue streams.
- Developing an infrastructure master plan for partners' facilities and in volunteer drivers' homes.
- Delivering a phased action plan that measures the benefits to Ride Connection, its partners, and to the community.

VIA MOBILITY/CITY OF BOULDER FLEET ELECTRIFICATION AND FEASIBILITY STUDY (MGL)

June 2020 – October 2021

Contract Amount: \$130,000

Relevant Staff: Narayanan Sankar, Project Lead; Namit Singh, Project Manager and Design Engineer; Jonathan Levy, Energy Modeling and Analysis

MGL calculated route energy requirements, modeled the charging process, quantified the electrical demands, assessed the impact on the electrical network, optimized the size of the charging infrastructure, and coordinated with Xcel Energy, the utility on infrastructure upgrades and interconnection requirements. Energy modeling

SIMILAR SCOPE ELEMENTS

- ✓ *Fleet Transition & Infrastructure Needs Analysis*
- ✓ *Transit/Bus Electrification*
- ✓ *Financial/Cost Analysis and Implementation*
- ✓ *Barriers & Opportunities Evaluation*

included recommendations for installing solar, battery energy storage systems, and other sources of on-site generation to reduce operating costs, increase renewable-based generation and build resiliency for the service and the City.



TAB 4

TECHNICAL APPROACH

PROJECT UNDERSTANDING

The purpose of this project is to provide STA with a clear strategy for evaluating and planning the transition of its revenue fleet to zero-emission operations. This Plan will serve as a feasibility and planning tool to support decision-making by assessing the technical, operational, and financial viability of zero-emission deployment within STA's local operating conditions and capacity. The primary focus is to evaluate the practicality, timing, and phasing of transition strategies while addressing near- to mid-term decision needs and establishing a foundation for future grant pursuits and longer-term compliance planning, as directed by the Board of Directors. The project team will also identify any constraints associated with CARB's Innovative Clean Transit (ICT) rule.

STA operates in a rural, geographically expansive service area characterized by long routes (most above 200 miles per day), variable weather conditions, and mountainous terrain. As such, transitioning to zero-emission buses presents both opportunities and challenges that differ from urban systems. This project will evaluate the feasibility of both battery-electric and hydrogen fuel cell buses and cutaways, within STA's specific operating context, assess how conversion to a clean technology for the STA fleet would impact transit service, and determine the upgrades needed to STA's facilities for fueling/charging and vehicle maintenance. Specifically, this means the project must answer critical questions including: how best to charge BEBs considering STA's unique service design, climate and topography; if and how FCEBs could be used to meet the agency's service needs for demanding routes and use cases; how maintaining a ZEB fleet will impact STA's workforce in terms of training and compensation; and how much it will cost STA to upgrade electrical systems and purchase, install and operate charging or fueling infrastructure as well as how this should be funded.

Given the need for land use coordination and timely electrical upgrades, this project must be a collaborative effort performed in close coordination with STA, Siskiyou County, the nine incorporated cities/towns within Siskiyou County, Pacific Power, Caltrans, the Karuk Tribe, the Quartz Valley Indian Reservation, and potentially other stakeholders as well as the public.

PROJECT APPROACH

Our proposed approach is fully responsive to STA's scope of work to achieve the project objectives described above. Based on our experience with similar projects, we believe that the project's success toward these objectives will be maximized with a few additions and refinements to structure and methodology. To support this, we have proposed two additional tasks:

- First, while the scope references stakeholder engagement, we included a dedicated task focused on stakeholder coordination and public outreach (**Task 2**) to provide accountability throughout the project.
- Second, we also propose an operational and route energy analysis (**Task 4**) to strengthen the technical foundation of the plan and ensure subsequent infrastructure, fleet, and route recommendations are grounded in a clear understanding of STA's service characteristics.

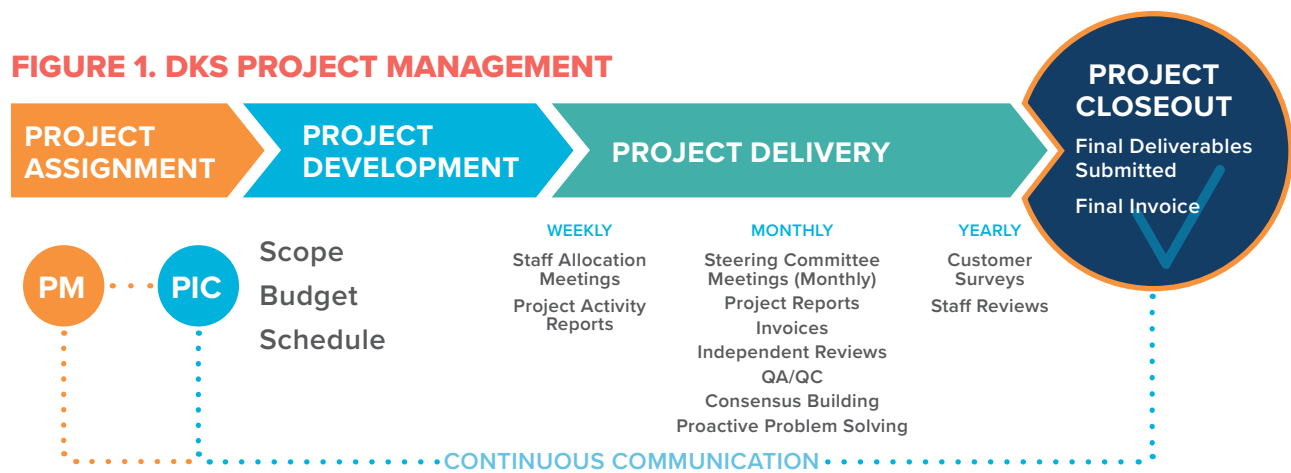
We are eager to discuss this approach with STA to maximize value for this project upon selection.

TASK 0. PROJECT ADMINISTRATION

Project Manager Bincy Koshy, from DKS's Oakland office, will serve as STA's primary point of contact and will be responsible for day-to-day management of the project. Bincy is passionate and brings a strong commitment to help transit agencies achieve their GHG emissions reduction goals through DKS's electromobility planning services. She will oversee task coordination, schedule tracking, budget management, and deliverable production, and will implement the Project Management Plan PMP developed at project initiation. Bincy will lead internal team meetings as well as Steering Committee meetings, ensure timely decision-making, transparent communication, and rapid resolution of issues as they arise.

Jim Damkowitch will serve as the Principal-In-Charge, providing executive oversight and ensuring contractual compliance and overall project quality. Mike Usen, Technical Advisor and DKS's National Director of Electromobility, will provide senior technical guidance, quality review and assurance of deliverables, and exceptional client experience. The entire project team has worked together on multiple similar projects and will meet regularly throughout this project to ensure collaboration and communication and track progress of each task, subtask, deliverable, schedule and budget.

FIGURE 1. DKS PROJECT MANAGEMENT



Project Management Techniques and Tools

Our approach is key to meeting schedules and delivering quality products within budget. DKS uses technical and administrative tools to effectively manage projects by minimizing administrative time and maximizing our time to serve clients. The important elements of our approach that keep our projects on time are shown in Figure 1 by:

- A clearly defined scope of work with task-level schedules and milestones, tracked using DKS’s internal project management software.
- A shared internal calendar to monitor upcoming deliverables and decision points.
- Bi-weekly internal project team check-ins to track progress on upcoming deliverables, manage risks, and maintain accountability to the project schedule.
- Ongoing and regular coordination with STA’s Project Manager and team through monthly Steering Committee meetings (at STA’s preference) using Google, Microsoft Teams, Zoom or other preferred platforms.

Project Coordination and Communication

DKS will coordinate with STA to hold a virtual project kick-off meeting to confirm goals, scope, schedule, roles, and communication protocols. A project contact list including STA staff, the Steering Committee, and key stakeholders will be developed as part of the Project Management Plan. DKS will coordinate with STA to identify key Steering Committee representatives for this project and facilitate up to 12 virtual meetings (approx. monthly) to review progress, share findings, and guide decision-making. Agendas, meeting summaries, and action items, will be prepared in coordination with STA.

Reporting, Invoicing, and Quality Control

DKS will submit monthly invoices and progress reports as requested by STA, with labor and cost tracking

managed through Deltek Vantagepoint. All deliverables will undergo internal quality review by the Technical Advisor, PIC, and senior staff to ensure consistency with the scope of work and STA’s expectations.

Task 0 Deliverables

- Kick-Off Meeting, including Agenda and Notes
- Project Management Plan
- Monthly Invoice and Progress Reports
- Meeting Agendas and Notes

Proposed Meetings with STA

- Project Kick-Off Meeting
- Work with STA to develop a project work plan, timeline, and deliverables
- Regular Steering Committee meetings (monthly or as requested) with STA staff throughout project

TASK 1. EXISTING CONDITIONS ASSESSMENT

As the foundation for the Zero Emissions Transit Strategy Plan, DKS will document baseline conditions for STA’s transit services, fleet, facilities, and operating environment. The team will collect and synthesize data from STA and partner agencies, including Siskiyou County, the Siskiyou County Local Transportation Commission, Pacific Power, and other relevant agencies to establish a comprehensive understanding of current conditions covering at least one year prior to project kickoff.

In coordination with STA, DKS will obtain and review the latest General Transit Feed Specification (GTFS) data to confirm both the fixed-routes and deviated fixed-route services (including six existing routes

and one planned route anticipated in Spring 2026), fleet size (fourteen vehicles per the latest Bus Fleet Inventory), service schedules, and operating characteristics. The project team can derive duty cycles with reasonable accuracy from GTFS data and will review route-level mileage and hours, which currently ranges from approximately 160 to 295 miles and 6.5 to 8.75 hours per day, respectively. Existing operational conditions will also be documented through a review of STA planning documents and other relevant reports. Data gaps may be addressed through relevant stakeholder engagement such as a virtual interview or electronic questionnaire.

All collected information will be compiled into a centralized inventory database in Microsoft Excel summarizing routes, service levels, fleet characteristics, facilities, and operating schedules. This database will establish the baseline conditions necessary to support ZEB scenario development and alternatives evaluation in subsequent tasks.

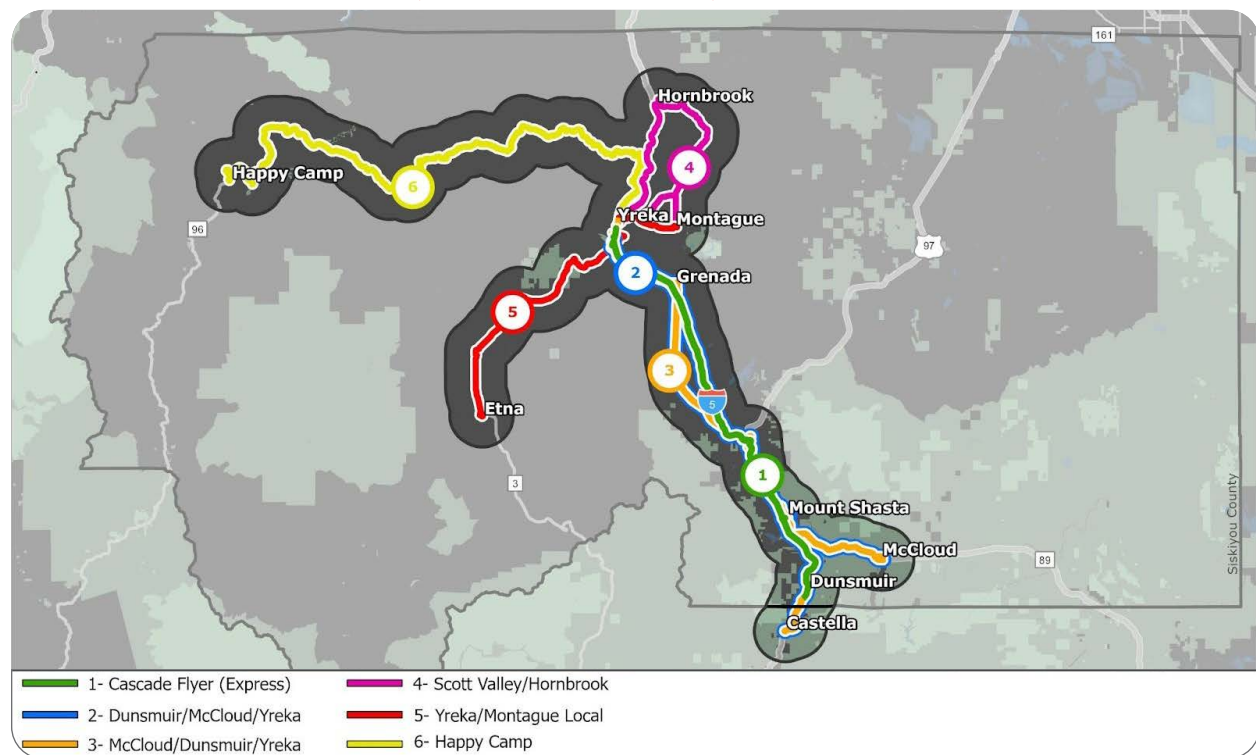
DKS will conduct one field visit with STA and key partners to assess facility conditions, electrical infrastructure, parking assignments, circulation patterns, and potential locations for charging or fueling infrastructure. The assessment will also review available as-built drawings and utility billing

data, where available, to better understand site energy capacity and constraints.

Given STA’s rural and mountainous service area, the analysis will account for long-distance service patterns, extreme weather conditions, wildfire risk, and potential power reliability challenges. Key regional corridors (shown in Figure 2) including Interstate 5 and State Routes 89, 3, 263, and 96 will also be considered, as they serve as the primary transportation spine for the region and influence operating conditions.

Per the Siskiyou Transit and General Express (STAGE) Zero Emissions Bus Rollout Plan, the County anticipates purchasing 10 hydrogen fuel cell cutaway buses between 2029 and 2035 to replace five Gillig diesel buses, one Glaval diesel cutaway, and four gasoline cutaway buses. The Plan also identifies development of a hydrogen fuel station in Yreka as a potential supporting investment. STA has noted that these recommendations will continue to be reviewed, assessed and modified as needed based on availability of funding and resources. Through this project, DKS will build upon the existing Rollout Plan by evaluating zero-emission transition strategies across STAGE’s full fleet and operating context to provide a feasibility-based framework for future fleet, infrastructure, and phasing decisions.

FIGURE 2. STAGE ROUTES (PREPARED BY DKS)



TASK 1.1. SUMMARIZE EXISTING CONDITIONS

DKS will prepare a concise Existing Conditions Memorandum supported by tables, maps, and graphics. The memorandum will summarize:

- Summary of *existing transit services* and operating patterns.
- Detailed *fleet inventory*, including vehicle type, model year, fuel type, average annual mileage, estimated fuel use, original purchase price, Federal Transit Administration (FTA) useful life, current odometer readings etc. for each transit vehicle.
- Overview of *existing facilities*, including the administrative facility located at 190 Greenhorn Road and the maintenance facility located at 279 Sharps Road in Yreka, CA, as well as other locations used for parking such as Siskiyou County Public Works yard in Happy Camp, CA, the City yard in Etna, CA, and a planned future parking location in Weed, CA). The assessment will incorporate available information on electricity usage, site electrical infrastructure, and grid conditions.
- Identification of *existing/planned charging or fueling infrastructure*, as well as gaps and constraints in the charging network.
- Summary of applicable *regulatory requirements*, policies, and plans relevant to zero-emission transit planning, including CARB and FTA regulations and funding considerations. The project team is actively engaged with California regulations and policies about zero emission vehicles, fuels, and funding and will provide regular updates throughout the project.

Documents reviewed may include the 2023 Transit Asset Management Plan, 2025 Coordinated Plan Update, Regional Transportation Plan, and Short-Range Transit Plan.

The Existing Conditions Memorandum will establish a clear understanding of current ‘on-the-ground’ conditions and establish priorities, opportunities, and constraints that will inform baseline ZEB scenario development and the identification of potentially suitable charging or fueling locations in the following tasks.

Task 1 Deliverables

Draft and Final Existing Conditions Memorandum:

- Baseline mapping and graphics
- Fleet, facilities, and service inventory database
- Findings from one field visit of up to four facilities
- Potential charging/fueling locations

TASK 2. STAKEHOLDER COORDINATION AND PUBLIC OUTREACH

The purpose of this task is to ensure transparent, ongoing communication and collaboration throughout development of the Zero Emissions Transit Strategy Plan, with meaningful engagement of key partners, stakeholders, and the public. Because transitioning to a zero-emission transit system requires close coordination with utilities, jurisdictions, emergency service providers, and the community, our approach combines comprehensive stakeholder coordination, targeted discussions, public meetings, and proactive planning to address energy and infrastructure needs essential to ZEB strategy development.

TASK 2.1. PUBLIC OUTREACH AND STRATEGIC GUIDANCE

DKS brings over 30 years of experience delivering publicly impactful projects using a streamlined and effective communication structure. Our team is committed to deploying a comprehensive engagement strategy that maximizes input while remaining mindful of budget constraints. At project initiation, DKS will work with STA to identify key stakeholders critical to zero-emission transit planning, including staff from nine incorporated cities in Siskiyou County, Siskiyou County, Pacific Power, Caltrans, the Karuk Tribe, the Quartz Valley Indian Reservation, and other relevant jurisdictions as appropriate. Additionally, if STA buses are part of the regional emergency evacuation plan, DKS will engage with the Office of Emergency Services.

The team will conduct two virtual combined stakeholder and public meetings at key milestones (early and near completion) to share information, gather input, and demonstrate how feedback informs the Plan. The stakeholder + public meetings will include clear presentation materials, be hosted on STA’s preferred virtual platform, recorded for public access, and posted on the project website to ensure community input is incorporated into decision-making and final plan development.

TASK 2.2. ONE-ON-ONE MEETINGS

To supplement group discussions, DKS will conduct four to six one-on-one virtual meetings with key partners identified in coordination with STA. These may include Pacific Power, Siskiyou County, Office of Emergency Services, and other stakeholders recommended by STA. These focused conversations will allow for detailed discussion of technical considerations, including power availability, grid

capacity, emergency preparedness, funding coordination, and implementation constraints. Based on our previous experience working on similar plans, we anticipate the need for one-on-one coordination with Pacific Power to discuss power needs and capacity and key assumptions to inform alternatives development and evaluation.

TASK 2.3. PROJECT WEBSITE

DKS will set up a webpage on the website Social Pinpoint for outreach. Social Pinpoint is a sophisticated online website platform that offers multiple language options and can be accessed via mobile devices, making it accessible to residents across the county. DKS will develop content and graphic images for the project webpage. We recommend that the outreach landing page be linked from the STA website. The project webpage will serve as the primary public-facing information hub and will include:

- Project overview and schedule
- Meeting dates and materials
- Interim deliverables and updates
- Opportunities for public input

The webpage will be updated quarterly (up to four updates total) in coordination with STA staff to reflect project progress and upcoming engagement opportunities.

TASK 2.4. SOCIAL MEDIA BLASTS

For the two virtual stakeholder and public meetings (Task 2.1), DKS will prepare e-blast language and social media graphics to support STA's outreach efforts. These materials will be provided to STA for distribution through STA's social media platforms and partner agency channels to promote the meetings in advance. We assume STA will issue the announcements directly, and DKS will prepare the content and graphics for STA to share.

TASK 2.5. FACT SHEET

Toward the end of the project, DKS will prepare a concise, two to three-page fact sheet summarizing the Plan. The fact sheet will include a high-level overview of the project, recommended strategy pathway, key benefits, and cost considerations, and will serve as a quick-reference resource for stakeholders and decision-makers.

TASK 2.6. STAKEHOLDER COORDINATION AND PUBLIC OUTREACH SUMMARY

DKS will prepare a Stakeholder Coordination and Public Outreach Summary memorandum documenting engagement activities conducted under this task. The memorandum will summarize stakeholder and public meetings, one-on-one meetings, and online input, highlight key themes and takeaways, and describe how feedback informed the final strategy. This summary will be included in the Plan and all 'raw' input will be amalgamated in the final Plan.



DKS developed the above fact sheet for the RABA ZEB Implementation Plan. DKS has extensive experience preparing concise, two- to three-page fact sheets that clearly summarize project findings and recommendations for use with the public, stakeholders, and Boards of Directors.

Task 2 Deliverables

- Two virtual stakeholder + public meetings, including recorded videos on project website, presentation, and notes.
- Four to Six virtual one-on-one meetings, including meeting agendas and notes.
- Project Website Development, including up to four quarterly project updates.
- Social Media blast materials for two virtual stakeholder and public meetings.
- Fact Sheet.
- Stakeholder Coordination and Public Outreach summary memorandum.

TASK 3. ZERO EMISSION TECHNOLOGY AND MARKET EVALUATION

DKS will evaluate ZEB technologies that are viable for STAGE's operating environment, service characteristics, and long-term regulatory requirements. The evaluation will focus on BEBs and FCEBs, identifying the advantages, limitations, risks, and operational considerations of each technology as applied to Siskiyou County's rural geography, climate, route lengths, and service patterns. DKS has completed technology evaluations on dozens of electromobility projects, with multiple applicable work examples for rural and other agencies in California in the last couple of years.

We propose dividing this task into two subtasks: one assessing BEB and charging technology options, and one evaluating FCEB platforms and associated refueling options (including market and supply trends). The task deliverable will present findings from both subtasks and clearly identify the advantages, risks, limitations, and operational factors for each technology in the context of STAGE's operating characteristics and geography.

TASK 3.1. IDENTIFICATION AND EVALUATION OF POTENTIAL BEB AND CHARGING TECHNOLOGY OPTIONS

DKS will assess the availability of suitable BEB models, with particular attention to duty cycles, daily mileage, elevation changes, weather impacts, and layover opportunities. Based on our extensive involvement in transit electrification planning, DKS curates and continuously updates a database of currently available and anticipated BEB models, which includes detailed attributes such as manufacturer, model, vehicle length, passenger capacity, battery size, range, charging rates, Altoona testing status, and HVIP funding eligibility. This allows us to match vehicle capabilities directly to STAGE's operational needs, rather than relying on generic assumptions. The findings will determine where BEBs are a strong fit for STAGE operations and identify risks, limitations, or operational constraints that should be addressed through vehicle selection or infrastructure planning.

Vehicles and charging/refueling equipment must go hand in hand. Along with our review of BEB models, DKS will document the current state of bus charging technology and highlight relevant options for STA's reference. This will also inform DKS's evaluation of STAGE's vehicle charging needs and suitable charging product types and configurations in Task 5. DKS has a wide-ranging network to charging infrastructure manufacturers and will retrieve the latest product information wherever necessary to inform options available to STA.

TASK 3.2. IDENTIFICATION AND EVALUATION OF POTENTIAL FCEB AND HYDROGEN REFUELING OPTIONS

DKS, Kittelson, and MGL will collaborate to evaluate hydrogen fuel cell electric buses, particularly for routes or service patterns that may exceed the practical range or charging flexibility of BEBs. The evaluation will focus on currently available and anticipated FCEB platforms and the implications of hydrogen fueling infrastructure at STAGE facilities. Hydrogen as a potential fuel source will particularly be explored for blocks within STA's transit system for which it has the potential to complement BEB-based operations.

Kittelson staff have extensive experience with the status of hydrogen fueling and the outlook for near- and long-term hydrogen production. Specifically, their strengths in this area will be used to STA's advantage to address the opportunities for Siskiyou County businesses to produce hydrogen in conjunction with other hydrogen initiatives in California and Southern Oregon. Kittelson will also identify actions for local agencies to encourage third-party development of hydrogen stations that could provide fuel for STA buses and other heavy-duty vehicles.

Task 3 Deliverable

- ZEB and Charging/Refueling Technology and Market Evaluation Memo

TASK 4. OPERATIONAL AND ROUTE ENERGY ANALYSIS

The goal of this task is to evaluate how to implement an emissions-free transit fleet by evaluating routes to identify the viability of BEBs and FCEBs for STAGE's daily operations.



Under this proposed task, DKS and MGL will evaluate STAGE's existing transit operations using MGL's purpose-built platform EVopt for zero-emission fleet modeling and operations. EVopt enables detailed, physics-based simulation of vehicle energy use at the block and route level, incorporating real-world conditions rather than relying on manufacturer-reported ranges or generalized assumptions.

DKS proposes this task in addition to the task breakdown identified in the RFP to ensure STAGE’s operations and route-level energy demands are carefully assessed before making recommendations on required on-route or depot ZEB infrastructure. This approach aligns with best practices of zero-emission transit studies for both large and small agencies. Including this step will maximize cost efficiency and minimize operational implications associated with STAGE’s transition to ZEBs.

Specifically, DKS and MGL will evaluate the following:

- **Operational Data Integration:** EVopt will incorporate STAGE’s service schedules (from GTFS feed or equivalent), vehicle assignments, route geometry (often 200+ mi/day), stop frequency, layover times, and elevation profiles to develop an accurate operational baseline. In addition to fixed routes, EVopt can assess variable offerings such as STAGE’s Route Deviation service by processing vehicle telematics data (if available) or qualitative information on frequency and nature of custom routes.
- **Route And Block Energy Modeling:** Each route will be simulated to estimate energy consumption under realistic conditions, accounting for factors such as terrain, speed profiles, passenger loading, climate impacts, and auxiliary loads.
- **Alternatives Development:** Multiple transition alternatives that vary in the balance between BEBs and FCEBs will be developed. Each alternative will be assessed on cost, infrastructure needs, operational feasibility, and technology risk.
- **ZEB Technology Fit Assessment:** Modeling

results will be used to evaluate the suitability of battery electric and fuel cell electric buses for each route, including identification of minimum battery sizes and on-route and depot refueling or charging needs. Results will be cross-referenced with commercially available and anticipated ZEB models to identify vehicle options that best align with STAGE’s operational requirements, fleet mix, and replacement strategy.

- **Infrastructure Implications:** Findings will inform whether routes can be reliably served with overnight depot charging alone or whether supplemental on-route charging should be considered in Task 5.

This task provides a critical analytical bridge between understanding current operations and making infrastructure and fleet investment decisions. By quantifying energy needs at the route and block level, STA will gain confidence that vehicles and infrastructure recommended in subsequent tasks are appropriately sized, operationally feasible, and cost-effective. This reduces the risk of overbuilding infrastructure, procuring vehicles with insufficient range, or introducing avoidable operational constraints.

The technical analysis will be curated into a presentation to the project’s Steering Committee to ensure transparency to STA on process and results and allow for input from operational staff.

Task 4 Deliverable

- Presentation to STA Steering Committee on Alternatives Development and Analysis Findings



DKS’s alternatives development for RABA’s ZEB Implementation Plan evaluated four transition scenarios ranging from 100% battery-electric buses to 100% fuel cell electric buses scenarios with two hybrid scenarios combining both technologies. This scenario-based approach enabled a clear comparison of infrastructure requirements, cost implications, facility upgrades, and operational considerations supporting selection of the transit fleet strategy best aligned with the agency’s needs and constraints.

TASK 5. INFRASTRUCTURE NEEDS AND COST ANALYSIS

The purpose of this task is to identify the charging and refueling infrastructure required to support STA's transition to ZEBs in a reliable, cost-effective, and operationally practical manner. Building on the results of the analysis in Task 4 and the documentation of available charging/refueling technology prepared in Task 3, DKS will translate route- and block-level energy requirements into clear infrastructure needs at STA facilities. Our process ensures that infrastructure recommendations are directly aligned with actual operating conditions and fleet requirements.

This task emphasizes a right-sized, phased approach to infrastructure planning that minimizes unnecessary capital investment while preserving operational flexibility as zero-emission technologies and service patterns evolve. This provides STA with a clear understanding of what infrastructure is needed, where it is needed, and how much it will cost to install and operate.

TASK 5.1. INFRASTRUCTURE NEEDS ASSESSMENT

In this subtask, DKS will achieve two goals: (1) Determine the charging and refueling infrastructure required to support anticipated BEB and FCEB deployments; and (2) assess STA's facilities to understand the most cost-effective ways to install this infrastructure. The analysis will consider both depot-based solutions for BEB charging and FCEB fueling as well as on-route BEB charging while maximizing reliability for a small transit agency.

Facilities to be assessed for potential charging/refueling infrastructure installations may include:

- **Siskiyou County Service Yard** (279 Sharps Road, Yreka). This may also include the land parcel next to the yard previously considered by STA for a potential hydrogen fueling station (based on the ICT ZEB Rollout Plan).
- **STA Transit Center and Administrative Offices** (190 Greenhorn Road, Yreka).
- **Siskiyou County Yard** (64738 Airport Rd, Happy Camp).
- **City of Etna Yard** (Howell Ave, Etna)
- Potentially City of Weed Yard and/or other locations relevant to transit operations as identified by STA and the project team.

Key elements of the assessment include:

- **Electric Charging Requirements:** Identification of BEB charger quantities, types, and power levels needed to support STA's fleet under

expected operating scenarios, informed by modeled charging windows, vehicle energy needs, and adequate spare ratio considerations.

- **Hydrogen Refueling Requirements:** Evaluation of hydrogen fueling requirements for potential FCEB deployments, including daily fuel demand, refueling rates, and operational implications at STA facilities.
- **Facility Upgrade Needs:** Comprehensive review of existing facility layouts to identify optimal locations for chargers, electrical equipment, and hydrogen fueling components, with attention to operational circulation, safety, and future expansion. Documentation to STA will include 30% conceptual design plans for each site with proposed infrastructure installations.
- **Phasing Strategies:** Identification of infrastructure investments that should be staged over time to align with transit fleet replacement schedule, utility upgrade timelines, funding availability, and technology maturity. Also see textbox below.
- **Utility Coordination:** Identification of electrical service upgrades and coordination needs with Pacific Power to support phased infrastructure deployment. DKS has worked with many large and small electric utilities across California, Oregon, and other states for purposes of coordinating service upgrades to support EV and ZEB fleets. Building on STA's preliminary discussions with Pacific Power, conceptual electrical designs to be developed as part of this project will be informed by realistic utility assumptions and will identify required distribution or service upgrades, enabling STA and Pacific Power to proactively plan for power availability and reduce implementation risk.

TYPICAL INFRASTRUCTURE INSTALLATION PHASING FOR ZEB DEPLOYMENT

A phased approach provides flexibility, supports grant competitiveness, and allows the agency to align infrastructure investments with funding availability and fleet procurement timelines.

The first phase will typically prioritize use of existing electrical infrastructure, allowing the agency to install initial charging/refueling equipment with minimal utility and facility upgrades.

Subsequent phases will identify required electrical upgrades to support long-term zero-emission transition.

TASK 5.2. COST ANALYSIS

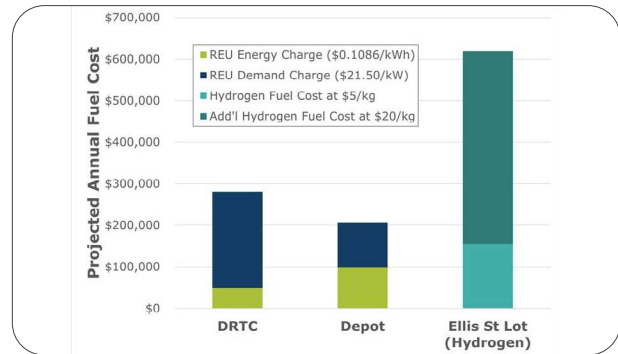
DKS will prepare planning-level cost estimates for recommended charging and refueling infrastructure, clearly and transparently documented by cost category. Cost estimates will be developed to support strategic decision-making and funding discussions. Analysis will include:

- **Capital Expenditure (CAPEX):** Planning-level cost estimates for BEB charging equipment, materials/electrical equipment, civil/landscaping work, utility upgrades, permitting, and other supporting cost categories. For hydrogen fueling systems, the analysis will include a comparison of hydrogen supply options ranging from permanently-installed hydrogen refueling stations to mobile trailer-based solutions with weekly or monthly supply arrangements.
- **Operational Expenditure (OPEX):** Comprehensive analysis and documentation of anticipated fuel costs (electricity and/or hydrogen) based on local electric rate plans (Pacific Power) and expected hydrogen supply cost. A particular strength of DKS's OPEX estimating process and added value to STA is sensitivity testing of various supply scenarios and their impact on resulting annual fuel costs (see graphic above).

The result of Task 5 will be a defensible framework for infrastructure planning that supports grant applications, utility coordination, and future implementation. Proposed solutions will also maintain an appropriate amount of flexibility as zero-emission technologies continue to evolve.

OPTIONAL TASK 5.3. PREPARATION OF 60% DESIGN PLANS FOR INFRASTRUCTURE INSTALLATIONS

Under this optional task, DKS will develop implementation-focused 60% design plans for sites with proposed ZEB infrastructure, based on the recommendations identified in the previous task. These plans will build on the conceptual layout plans prepared in Task 5.1 and illustrate a phased approach to infrastructure installation.



DKS's cost evaluation for RABA's ZEB Implementation Plan is grounded in the local electric utility's rate plans and the range of plausible hydrogen fuel supply costs. This has proven helpful in communicating financial benefits and risks of different fuel types (BEBs and FCEBs) to the agency's decision-makers and Board.

Task 5 Deliverables

- Facility Infrastructure Needs and Cost Estimates Memo
- Optional: 60% design plans for up to two sites

			① 100% Electric	② ~25% H ₂ Fixed Routes, Rest Electric	③ ~50% H ₂ Fixed Routes, Rest Electric	④ 100% H ₂ Fixed Routes, Rest Electric
BEBs/ Charging	DRTC	Infrastructure	• 6x 300 kW inductive or overhead gantry chargers	• 6x 300 kW inductive or overhead gantry chargers	• 4x 300 kW inductive or overhead gantry chargers	–
	Depot	Infrastructure	• 12x 50 kW DC ports • 1x dual-port DCFC (150 kW per port)	• 10x 50 kW DC ports • 1x dual-port DCFC (150 kW per port)	• 8x 50 kW DC ports • 1x dual-port DCFC (150 kW per port)	–
	Subtotal	CAPEX	\$6.3M	\$4.4M	\$4.2M	–
	BEBs	CAPEX	\$9.0M	\$7.5M	\$6.0M	–
	Total	CAPEX	\$15.3M	\$11.9M	\$10.2M	–
		OPEX	\$870k/year	\$620k/year	\$540k/year	–
FCEBs/ Hydrogen	Parcel next to depot	Infrastructure	–	Weekly H ₂ trailer delivery	Weekly H ₂ trailer delivery	Weekly H ₂ trailer delivery
		CAPEX	–	–	–	–
	FCEBs	CAPEX	–	\$1.8M	\$3.6M	\$10.8M
	Total	OPEX	–	\$130k-\$520k/year	\$260k-\$1.04M/year	\$570k-\$2.29M
Total	CAPEX		\$15.3M	\$13.7M	\$13.8M	\$10.8M
	OPEX		\$870k/year	\$0.75-\$1.14M/year	\$0.80M-\$1.58M/year	\$0.58M-\$2.30M/year

This table compares capital and operating costs across multiple zero-emission fleet transition scenarios developed by DKS for the RABA ZEB Implementation Plan. By presenting vehicle and infrastructure CAPEX alongside annual OPEX in a side-by-side format, DKS helped RABA understand trade-offs between BEB and FCEB options and highlight key cost drivers to support informed decision-making.

TASK 6. FACILITY AND MAINTENANCE REQUIREMENTS

Task 6 advances STA's Zero Emission Transit Strategy Plan by defining facility, maintenance, safety, and resiliency requirements necessary to support ZEB deployment. This will ensure facility upgrades, code compliance, and specialized equipment needs for maintenance are clearly identified, costed, and aligned with STA's operational and long-term implementation strategy.

TASK 6.1. SAFETY AND CODE REQUIREMENTS, SPECIALIZED EQUIPMENT NEEDS, AND SPACE AND BUILDING UPGRADES

The project team will prepare a short memorandum summarizing current safety codes that apply to hydrogen, lithium-ion batteries, and DC Fast Charging and those that are in development. The team will also identify safety training related to Lithium-ion battery fire response that is available to fire departments and fleet staff, and best practices and lessons learned from recent transit and school bus fire incidents.

Kittelson will lead the documentation of best practices for maintenance of ZEBs, including charging and hydrogen fueling stations, and identify specialized equipment, space requirements, and building

upgrades needed to safely store and service ZEBs and charging/hydrogen infrastructure. Facilities evaluated will include all sites identified and assessed in Task 5.

OPTIONAL TASK 6.2. FACILITY BACK-UP POWER AND RESILIENCY OPTIONS

As part of this optional task, DKS would assess needs and considerations to support the resiliency of STAGE's future zero-emission operations. This analysis would outline options through which STA can prepare for potential power outages, power shutoffs, or hydrogen supply disruptions. DKS will perform a comprehensive review of available back-up power technology options and an assessment of the hydrogen market's volatility. Potential technologies to be assessed may include back-up generators, solar, battery energy storage systems, stationary hydrogen fuel cells, integrated microgrids, and others as identified by the project team and STA.

Task 6 Deliverables

- Facility and Maintenance Requirements Memo
- Optional: Section on facility back-up power and resiliency options in Facility Infrastructure Needs and Cost Estimates Memo (Task 5)

THE VALUE OF GOING BEYOND CONCEPTUAL LAYOUT PLANS

DKS prepared implementation-focused 60% design plans for the City of San José that clearly communicated the proposed approach for deploying public EV charging infrastructure and demonstrated the City's commitment to project delivery. These conceptual plans were used to support the City in securing \$12 million of funding through the Federal Highway Administration's Charging and Fueling Infrastructure (CFI) Program for the deployment of public EV charging infrastructure as part of a regional project.

DKS also routinely provides full design services, including preparation of 100% design plans, specifications, and estimates (PS&E) that are bid-ready. This level of design typically occurs later in the implementation phase of a project. As such, DKS has not proposed a full design task as part of this scope but can provide these services in a future phase for STA as needed.

TASK 7. WORKFORCE TRAINING AND STAFFING IMPACTS

In collaboration with STA and its training staff, the project team will identify potential gaps in existing training programs about batteries, fuel cells, electricity, and charging stations and recommend resources to close those gaps, including the cost of training and education. The team will also recommend a training plan for drivers and support staff including operations and maintenance staff so they are familiar with and comfortable driving ZEBs.

We will provide guidance on checklists, resources, examples, and worksheets that cover:

- **Training:** Initial and ongoing training for technicians and drivers, and first responders.
- **Commissioning:** Turning on and testing the ZEBs and fueling infrastructure.
- **Operations:** Procedures for charging, data collection, power outages, and resolving problems.
- **Communications:** Interacting with the public and stakeholders.

Task 7 Deliverables

- Section on Workforce Training and Staffing Impacts in Facility and Maintenance Requirements Memo

upgrades, energy consumption, maintenance, and labor. DKS will prepare a TCO assessment to illustrate lifecycle costs for conventional and ZEB fleets. The TCO analysis will be completed using DKS's in-house TCO tool and will present costs over an appropriate planning horizon.

TASK 8. FINANCIAL AND IMPLEMENTATION CONSIDERATIONS

Task 8 will synthesize the infrastructure and operational findings into a clear financial and implementation framework to support STA's decision-making. This task will provide a comparative total cost of ownership (TCO) assessment, identify viable funding and financing pathways, and outline phased short-, mid-, and long-term actions to guide STA's transition to ZEBs.

TASK 8.2. FUNDING AND GRANT OPPORTUNITIES

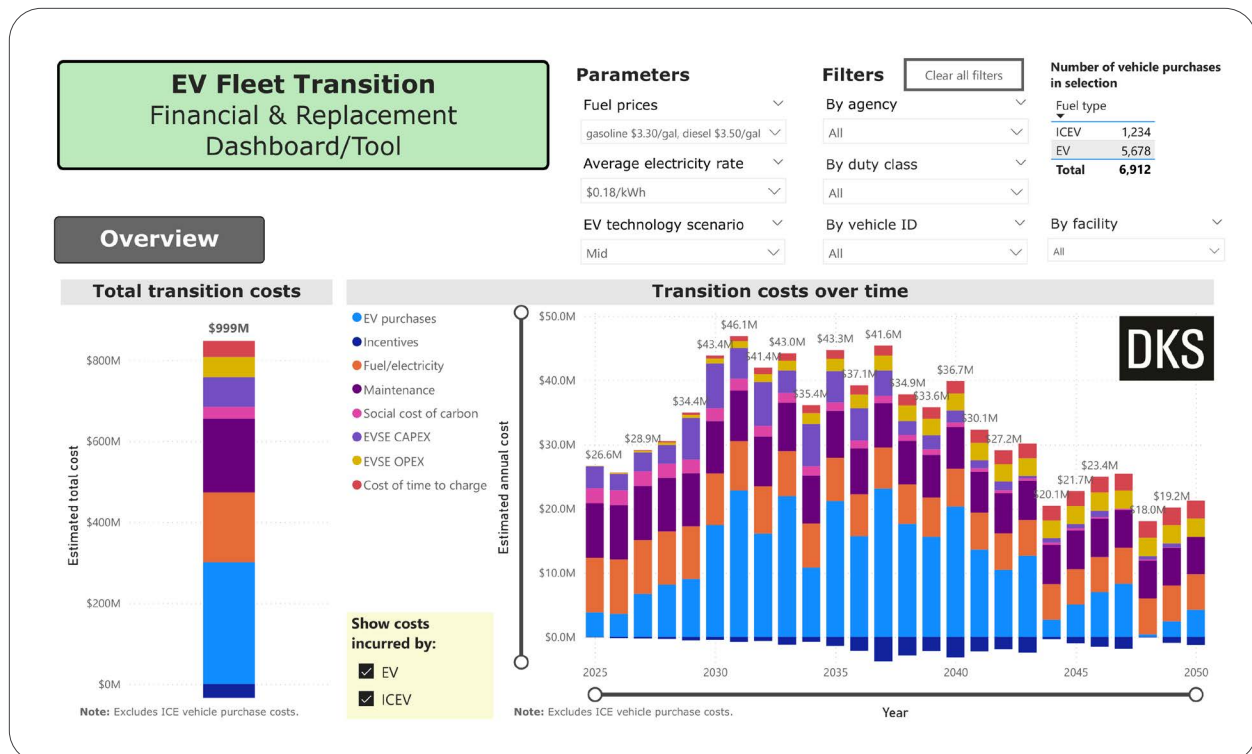
The DKS team carefully follows funding and financing opportunities and will bring relevant opportunities to the STA team throughout the project. Additionally, Kittelson models financing options that include self-funding, debt funding (such as bonds, loan, power purchase agreements), and investor funding. The project team will identify grants, incentives, and revenue sources, like selling Low Carbon Fuel Standard credits and other applicable programs.

TASK 8.1. LIFECYCLE COST ANALYSIS

Building on the analyses in Tasks 4 and 5, DKS will develop a cost analysis comparing baseline operating costs with projected ZEB costs for the evaluated alternatives. The analysis will consider both capital and operating cost components, including vehicle procurement, charging or fueling infrastructure, utility

TASK 8.3. SHORT-, MID-, LONG-TERM ACTIONS FOR IMPLEMENTATION

Building on the financial analysis and funding review, the project team will develop a high-level implementation roadmap outlining short-, medium-, and long-term actions for transitioning to BEBs and/



DKS has developed tools to estimate and clearly visualize financial risk and implications of transitioning vehicle fleets to zero emissions, and to compare available fuel type options (BEBs and FCEBs) with a no-transition alternative. Visuals and cost metrics to be considered under the lifecycle cost analysis in Task 8 will be discussed with STA staff.

or FCEBs, aligned with operational feasibility, funding availability, and fleet replacement cycle.

Critically, this will include vehicle replacement timeline and a charging/refueling infrastructure buildout schedule. These will specifically be informed by findings and recommendations developed in the infrastructure analysis from Task 5. Additionally, implementation recommendations will include guidelines for adequate workforce training and funding/financing mechanisms to support the ZEB transition.

Task 8 Deliverables

- Financial and Implementation Considerations Memo

TASK 9. NO-TRANSITION (BASELINE) ALTERNATIVE ANALYSIS

This task evaluates a no-transition (baseline) scenario in which STA does not convert its fleet to zero-emission buses if battery-electric or hydrogen fuel cell technologies are found to be infeasible for certain applications. The analysis establishes a reference point to compare zero-emission alternatives and assesses the operational, financial, and regulatory implications of maintaining or replacing the existing fleet with conventional vehicles. The team will clearly outline the risks, costs, constraints, and trade-offs of this approach in the context of state and federal requirements.

Findings will be compared with BEB and FCEB scenarios to support transparent, defensible, and informed decision-making in the final Zero-Emissions Transition Strategy Plan.

Task 9 Deliverables

- A No-Transition (Baseline) alternative will be included for comparison with the other alternatives and documented in the Facility Infrastructure Needs and Cost Estimates Memo

TASK 10. REPORTING AND PRESENTATION

Task 10 will consolidate all technical analyses and recommendations into a comprehensive Zero Emissions Transit Strategy Plan and communicate

findings to decision-makers. This task ensures that STA receives a clear, Board-ready final plan, supported by graphics, comparative analyses, and a focused in-person presentation.

TASK 10.1. DRAFT AND FINAL STA ZERO EMISSIONS TRANSITION STRATEGY PLAN

The project team will compile deliverables from Tasks 1–9 into a draft Zero Emissions Transition Strategy Plan, presenting technical findings through clear infographics, charts, and figures to the greatest extent possible. The draft will be submitted to STA, the Steering Committee, and other stakeholders for review, and the team will incorporate consolidated comments from reviewers to prepare the final Plan.

TASK 10.2. PRESENTATION TO BOARD

At an in-person public meeting, DKS will present the final Zero Emissions Transition Strategy Plan to STA's Board. For this purpose, DKS will prepare a PowerPoint presentation highlighting key decision points, rationale, and recommendations. Consistent with the project's overall objectives, the presentation will focus on technical, operational, and financial feasibility of transitioning STA's operations to zero emissions, and which infrastructure upgrades are most sensible to support this transition. DKS has recently presented multiple similar plans to transit agency Boards and other elected officials and will closely work with STA staff to cater the presentation to Board members to maximize understanding and clarity.

OPTIONAL TASK 10.3. ADA-ACCESSIBLE VERSION OF FINAL PLAN

As an optional task, DKS can prepare an ADA-accessible version of the final Zero Emissions Transition Strategy Plan to support transparency and broader public accessibility. This task will ensure the document complies with applicable accessibility standards including proper document structure, accessible tables and figures, alternative text for graphics, and readable color contrast.

Task 10 Deliverables

- Draft STA Zero Emissions Transit Strategy Plan
- Final STA Zero Emissions Transit Strategy Plan
- Present at Board Meeting in person
- Optional: ADA Accessible version of Final Plan

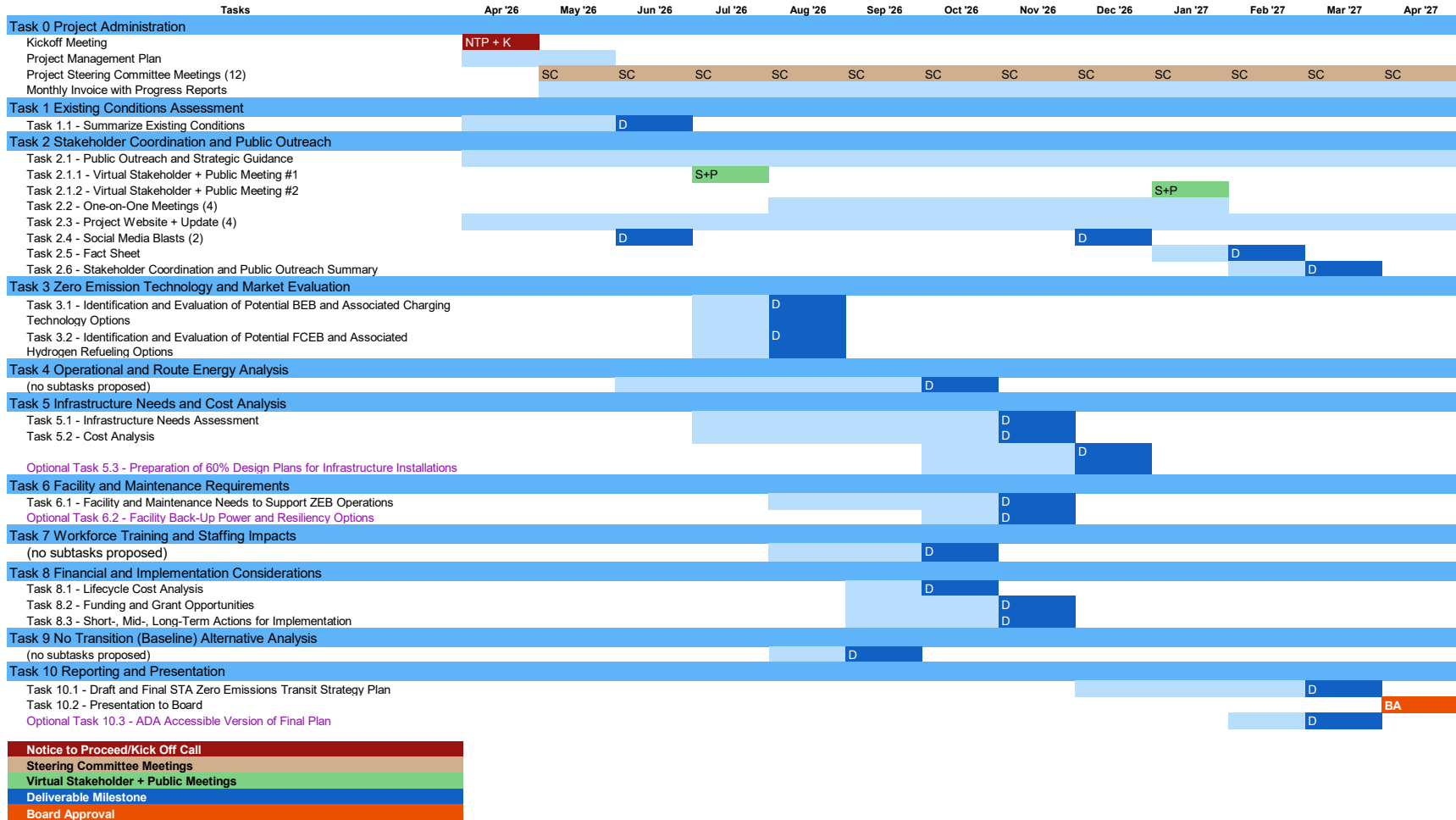


TAB 5

PRELIMINARY SCHEDULE

PRELIMINARY SCHEDULE

The draft project schedule below outlines the anticipated sequencing and duration of tasks for the Zero Emissions Transit Strategy Plan. The project is expected to be completed within 12 months from Notice to Proceed (NTP), with major milestones structured to support timely decision-making and coordination with STA and key stakeholders. The schedule reflects a logical progression from existing conditions assessment through alternatives development, cost analysis, and final plan adoption, while allowing flexibility for stakeholder engagement and review periods.





TAB 6

ADDITIONAL INFORMATION

DKS'S FLEET TRANSITION DECISION-SUPPORT PLATFORM

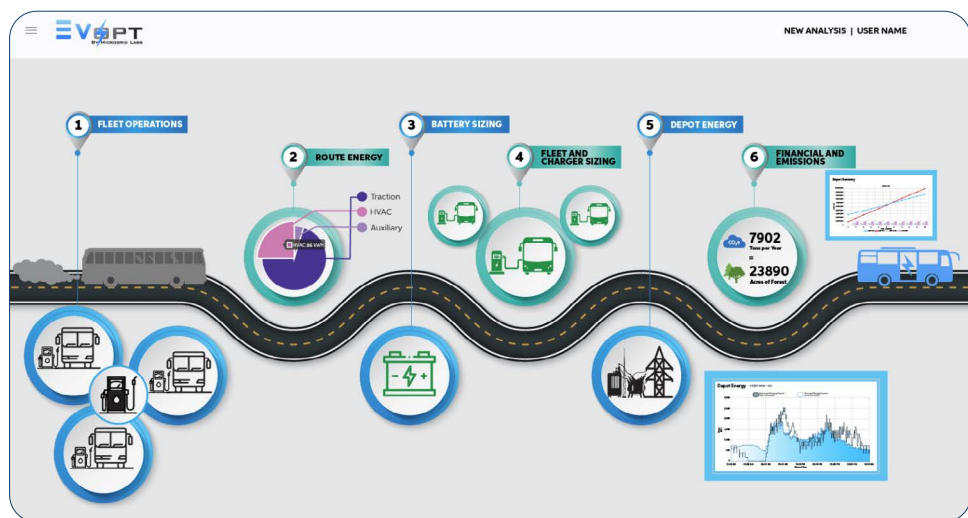


To support data-driven decisions, DKS has developed a suite of analytical tools that enable fleet energy demand analysis, charging strategy cost comparisons, implementation phasing, and dashboard-reporting for agency staff (see example views below). This toolset has been used to accelerate project scoping, improve utility coordination, and produce defensible recommendations for ZEV/ZEB deployments in dozens of jurisdictions, including Oakland, San José, as well as Yolo and Humboldt County.



EVopt™ is a cloud-based modeling platform developed by MGL and designed to support ZEB transition planning. The tool simulates vehicle operations, charging needs, and infrastructure requirements based on bus routes and schedules. Key capabilities of EVopt™ include:

- Models route-level energy demand, range, and charging profiles.
- Optimizes charger sizing placement across depots and on-route sites.
- Evaluates multiple technology and fueling scenarios (BEB and FCEB).
- Estimates total cost of ownership, infrastructure phasing, and grid impacts.





TAB 7

REQUIRED FORMS

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

FORM 1 - Forms Checklist

Submit the following items at the time of proposal submission:

- ✓ Form 1 – Forms Checklist
- ✓ Form 2 – Acknowledgement of Addenda
- ✓ Form 3 – Current Client References
- ✓ Form 4 – Equal Employment Opportunity Certification
- ✓ Form 5 – Non-Collusion Affidavit
- ✓ Form 6 - Public Contract Code Certifications
- ✓ Form 7 – Proposer’s Information Request Form

CONFIDENTIAL FORMS – Submitted separately in sealed envelope.

- ✓ Confidential Form A – Cost Proposal Form

**Siskiyou Transportation Agency
 REQUEST FOR PROPOSALS – # 2025-004
 Zero Emissions Transit Strategy Plan**

FORM 2 - Acknowledgement of Addenda

The following form shall be completed and included in the proposal package.

Failure to acknowledge receipt of all addenda may cause the proposal to be considered non-responsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the Offer.

The undersigned Proposer acknowledges receipt of the following addendum to the documents:

Addendum No. Questions & Answer Summary	Date: 1/28/2026
Addendum No.	Date:
Addendum No.	Date:
Addendum No.	Date:

Richard Hutchinson

 Signature of Proposer’s Authorized Official

Richard Hutchinson, Contracting Officer

 Name and Title of Proposer’s Authorized Official

DKS Associates

 Company Name

2/13/2026

 Date

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

FORM 3 - Client References

Proposer's Name: DKS Associates

Please list a minimum of three professional references with knowledge of the proposer's experience with providing similar services identified in the RFP.

Reference 1

Agency/Company Name: Redding Area Bus Authority	
Address:	3333 South Market Street Redding, CA 96001
Contact Person:	John Andoh
Contact Email Address:	JAndoh@RABARide.com
Contact Phone Number:	530.245.7116
Length of Contract (In Years):	1 year
Description of Services Provided:	
<p>DKS led development of RABA's Zero-Emission Bus Implementation Plan to guide a transition to 100% ZEBs by 2040. The plan combined route-by-route operational modeling, depot and on-route charging scenario analysis, BEB vs. FCEB technology feasibility, detailed electrical load and power requirement assessments, workforce and maintenance implications, and total cost of ownership (TCO) estimates. Our charging optimization and implementation phasing reduced projected infrastructure impacts while providing a clear, CARB-compliant roadmap for depot upgrades, charging strategies, and ZEB procurement phasing for the agency.</p> <p>MGL provided modeling and analysis to define route energy requirements, develop charging strategy, calculate battery-electric vehicle needs, charging infrastructure sizing for depot and on-route charging, peak power demand and daily energy load profiles, and total cost of ownership for RABA's transit and paratransit services.</p> <p>Kittelson supported DKS with subject matter expertise in FCEBs and hydrogen refueling technology. Their knowledge of the hydrogen fuel supply market contributed to overall project success and implementability of the provided recommendations to RABA.</p>	

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

Reference 2

Agency/Company Name: King County Metro Transit Department	
Address:	King Street Center 201 S Jackson Street Room 412 Seattle, WA 98104
Contact Person:	Lisa Shafer, KC Metro Capital Planning
Contact Email Address:	Lisa.Shafer@KingCounty.gov
Contact Phone Number:	206.477.5824
Length of Contract (In Years):	2+ years (ongoing)
Description of Services Provided:	
<p>DKS Associates has provided comprehensive electrification planning and implementation support to King County Metro across multiple projects:</p> <p>DKS developed a strategic roadmap for transitioning Metro’s non-bus fleets (including light-, medium-, and heavy-duty non-revenue vehicles (NRVs), ACCESS paratransit, and the nation’s largest publicly operated rideshare fleet) to electric vehicles, including evaluation of 23 Park-and-Ride facilities for commuter and vanpool charging using equity- and data-driven criteria.</p> <p>In parallel, DKS supported the King County Metro Transit System Electrification Plan for the conversion of more than 2,200 buses to battery-electric technology, conducting fleet operational analysis, energy and load modeling, charger siting and quantity optimization, depot and on-route charging strategy evaluation, and technical oversight, along with environmental (NEPA) and permitting support.</p> <p>DKS is currently leading the South Campus Strategic NRV Charging Plan, a campus-wide effort to model fleet energy demand, assess facility electrical capacity, and develop phased charging infrastructure concepts, cost estimates, and implementation strategies across multiple NRV operations and maintenance sites.</p> <p>Collectively, this work demonstrates DKS’ expertise in fleet transition planning, infrastructure and electrical capacity assessment, operational modeling, stakeholder coordination, and development of actionable, phased implementation roadmaps to support Metro’s transition to zero-emission operations.</p>	

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

Reference 3

Agency/Company Name: Jackson County	
Address:	10 South Oakdale Ave Medford, Oregon 97501
Contact Person:	Steve Lambert
Contact Email Address:	Lambersm@JacksonCounty.org
Contact Phone Number:	541.774.6228
Length of Contract (In Years):	1+ years (ongoing)
Description of Services Provided:	
<p>Jackson County has a fleet of 500 light-, medium-, and heavy-duty vehicles that will transition to electric vehicles over the next 20 years. Kittelson is helping the County's Motor Pool division prepare for EVs by:</p> <ul style="list-style-type: none"> • Conducting an in-depth analysis of the current Motor Pool fleet and creating a phased EV replacement plan. • Creating a near- and long-term annual procurement plan to meet the County's operational needs and comply with Oregon regulations. • Estimating the cost of operation and maintenance of EVs. • Developing an infrastructure plan for charging fleet EVs. • Developing a funding and financing strategy, including grants and incentives. • Identifying processes and policies that can support vehicle electrification. 	

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

FORM 4 – Equal Employment Opportunity Certification

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The PROPOSER DKS Associates,
and proposed subcontractor Kittelson & Associates, Inc. and Microgrid Labs, Inc.,
hereby

certifies that they provide equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Richard Hutchinson

Signature of Proposer's Authorized Official

Richard Hutchinson, Contracting Officer

Name and Title of Proposer's Authorized Official

2/13/2026

Date

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

FORM 6 – Public Contract Code

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the proposer hereby declares under penalty of perjury under the laws of the State of California that the proposer has _____, has not been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "proposer" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The proposer must place a check mark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Proposers are cautioned that making a false certification may subject the certifier to criminal prosecution.

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Proposer shall complete, under penalty of perjury, the following questionnaire:

Has the proposer, any officer of the proposer, or any employee of the proposer who has a proprietary interest in the proposer, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No

If the answer is yes, explain the circumstances in the following space.

Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two-year period because of the Contractor's failure to comply

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.

Proposers are cautioned that making a false certification may subject the certifier to criminal prosecution.

By my signature on this proposal I certify, under penalty of perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code Sections 10162, 10232, and 10285.1 are true and correct.

Richard Hutchinson

Signature of Proposer's Authorized Official

2/13/2026
Date

Richard Hutchinson, Contracting Officer

Name and Title of Proposer's Authorized Official

Business Address: 1050 SW 6th Avenue, Suite 600
Portland, OR 97204

Place of Residence: Seattle, WA

**Siskiyou Transportation Agency
REQUEST FOR PROPOSALS – # 2025-004
Zero Emissions Transit Strategy Plan**

**FORM 7 – Proposer's Information Request Form
PROPOSER'S INFORMATION REQUEST FORM**

Name of Project/Proposal	Proposer Business Name and Address	Date:
RFP#2025-004 Zero Emissions Transit Strategy Plan	DKS Associates 1050 SW 6th Avenue, Suite 600 Portland, OR 97204	2/13/2026
Name of Person Submitting Proposal	Signature of Proposer	Contact Phone Number
Richard Hutchinson	<i>Richard Hutchinson</i>	916.606.4405
Contact Person	Contact Email	
Jim Damkowitch, Principal-in-Charge	Jim.Damkowitch@DKSAssociates.com	

Important: 1) Identify all DBE firms being utilized on project. 2) List names of all DBE subcontractors and their respective items of work. 3) Attach a copy of the proof of DBE certification for each DBE subcontractor listed on this form.

List Business Firm: Name, Address and Contact Person (if not the same as above)	Phone Number	Email Address	Item of Work, Service or Materials Supplied	NAICS Code (if known)*	Disadvantaged Business Enterprise Participation		Small Business Enterprise		Percentage of Contract Participation
					Certified DBE (Y/N)	DBE Certification #	Certified SBE (Y/N)	SBE Certification #	
A. Prime Contractor:									
DKS Associates	217.904.9164	Bincy.Koshy@DKSAssociates.com	Prime consultant for Zero Emissions Transit Strategy Plan	541330	N	N/A	N	N/A	63%
B. Prime Contractor:									
Kittelson & Associates, Inc.	916.822.5361	CWhite@Kittelson.com	Hydrogen market analysis, workforce training, and facility maintenance requirements consulting	541330	N	N/A	N	N/A	14%
Microgrid Labs, Inc.	720.722.1980	Namit@MicroGridLabs.com	Transit route energy modeling	541715 & 54169	Y	96750	N	N/A	23%

Siskiyou Transportation Agency is required to report on payments made to Disadvantaged Business firms. Firms must be certified by Caltrans or an agency participating in the California Unified Certification Program.

*NAICS Code: North American Industry Classification System Code. Codes can be found at <https://www.census.gov/naics/>



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

September 5, 2025

MICROGRID LABS INC
903 GROGANS MILL DRIVE
CARY, NC 27519

SUBJECT: Approval of DBE Certification Annual Review – Vendor 96750

Dear NARAYANAN SANKAR:

The annual review of your Disadvantaged Business Enterprise (DBE) certification has been approved by the North Carolina Department of Transportation.

In order to remain an eligible DBE firm, you will be required to submit a declaration of eligibility to this office by your anniversary date of **September 5, 2026**.

Failure to submit the declaration with appropriate supporting documentation on an annual basis will result in the removal of your firm's DBE certification. The declaration will attest to the fact that no changes have occurred affecting your status as a Disadvantaged Business Enterprise, and that your personal net-worth has not exceeded \$2.047 million as required by federal regulations for economically disadvantaged individuals.

Should you experience any changes in ownership, management responsibility, specialty, address, email address, and/or telephone numbers, you are required to notify this office in writing within thirty (30) days of the change. Failure to inform this office of a change may result in the removal of your firm's DBE certification status.

Please note that your DBE certification status is not considered pre-qualification to bid, or approval to perform work for the Department of Transportation. To become pre-qualified to bid on Department of Transportation projects, or to be approved as a subcontractor, please contact the Prequalification Unit at prequal@ncdot.gov.

As a certified firm, you are now eligible to receive supportive services through our Business Opportunity and Workforce Development (BOWD) Unit. For more information regarding supportive services, please contact our BOWD Unit at BOWD@ncdot.gov.

Thank you for participating in the Disadvantaged Business Enterprise program. If you have any questions, please contact me at (984) 236-1245.

Sincerely,
Dominique Flemming
DBE Certifications Officer

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
OFFICE OF CIVIL RIGHTS
1511 MAIL SERVICE CENTER
RALEIGH, NC 27601

Telephone: 984-236-1291
Fax: 919-329-5803
Customer Service: 1-877-368-4968

Website: ncdot.gov

Location:
750 N. GREENFIELD PARKWAY
GARNER, NC 27252

Agenda Item

Discussion and direction regarding dissolution of the STA Joint Powers Authority and organizational placement of S.T.A.G.E. operations within County government.

Recommended Action

Provide direction regarding:

1. Dissolution of the STA Joint Powers Authority; and
2. Whether S.T.A.G.E. operations should be administered through the Community Development Department or General Services Department.

Background

Staff reviewed historical records and determined SCLTC was formed on May 9, 1972. The original Commission consisted of three members of the Board of Supervisors and the Public Works Director serving as Executive Officer.

114

MAY 9, 1972

SB 325 - COUNTY LOCAL SALES AND USE TAX - TRANSPORTATION COMMISSION APPOINTED.

Chairman Hayden read a resolution from the Siskiyou League of Cities requesting the amending of county ordinance to implement SB 325 and a resolution adopted by the City of Mount Shasta requesting the amending of county ordinances to implement SB 325.

It was moved by Supervisor Belcastro, seconded by Supervisor Wacker, that the Clerk is hereby instructed to send copies of Siskiyou County Ordinance No. 564 to all the incorporated cities of the county along with a cover letter advising that the Board of Supervisors has taken appropriate action relative to SB 325.

AYES: Supervisors Wacker, Ager, Belcastro and Mattos.

NOES: None.

ABSENT: None.

It was moved by Supervisor Wacker, seconded by Supervisor Ager, that the Board of Supervisors do hereby appoint Supervisors Mattos, Ager and Hayden to serve on the Siskiyou County Local Transportation Commission for a term of one year effective July 1, 1972 to July 1, 1973. Further, D. A. Gravenkamp is appointed as a technical advisor and executive officer to the Commission.

AYES: Supervisors Wacker, Ager, Belcastro and Mattos.

NOES: None.

ABSENT: None.

The current Commission consists of three members of the Board of Supervisors and three representatives from incorporated cities. The Community Development Director currently serves as Executive Director.

Staff believes the JPA structure adds administrative complexity while still relying heavily on County staffing, payroll, legal, insurance, and administrative systems, with limited demonstrated operational benefit.

Staff recommends continuation of the existing Commission structure and dissolution of the STA JPA.

Discussion

If the STA JPA is dissolved and S.T.A.G.E. operations return to the County, the primary remaining policy question is whether transit operations should be administered through the Community Development Department or General Services Department.

Staff also notes that continued uncertainty regarding the future organizational structure is delaying contracts, project activities, and administrative actions because staff does not yet have clear direction regarding which entity or department should execute agreements and administer transit operations moving forward.

Staff also met with CalTIP representatives regarding dissolution of the STA Joint Powers Authority and informed CalTIP of the proposed November 18, 2026 withdrawal date. CalTIP indicated the membership entity change could potentially be completed prior to November 18, 2026, possibly as early as July 1, 2026. In the interim, STAGE operations would continue to remain insured through the County’s existing Alliant insurance coverage because the named insured under the policy is Siskiyou County, not the STA Joint Powers Authority.

Staff also recommends preparation of a formal SCLTC policy and administrative handbook similar in concept to the Siskiyou LAFCO Handbook.

Operational Considerations	CDD	General Services
Transportation Planning	Direct integration with RTP, RTIP, OWP, grants, and regional transportation planning	Limited transportation planning integration
Grant Administration	Existing experience with state/federal transportation grants and compliance	Less directly tied to transportation funding programs
Transit Focus	Transit operations remain tied to transportation policy and planning functions	Transit may become part of broader county operational priorities

Regional Coordination	Strong coordination with Caltrans, RTPA, cities, and transportation agencies	More internally operationally focused
Fleet/Maintenance	Less directly aligned with fleet maintenance functions	Stronger alignment with fleet and operational services
Organizational Focus	Planning and transportation-oriented	Operations and maintenance-oriented

Financial Impact

Maintaining operations within the County structure would reduce the need for separate administrative systems, insurance programs, payroll administration, and other infrastructure associated with operating a standalone JPA entity.

Conclusion

Staff recommends the Commission:

1. Continue SCLTC under the existing Commission structure and direct staff to complete dissolution of the STA Joint Powers Authority;
2. Direct staff to transfer administration of S.T.A.G.E. operations to either the Community Development Department or General Services Department in order to avoid continued delays associated with contracts, grant administration, and transit operational activities; and
3. Authorize staff to complete the CalTIP membership transition from the STA Joint Powers Authority to the County of Siskiyou.