

Agenda  
SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

May 9, 2017

**Time: 4:30 p.m.**

Siskiyou County Transit Center  
190 Greenhorn Road, Yreka

The Agenda is located on the County's web site at  
[www.co.siskiyou.ca.us/content/local-transportation-commission](http://www.co.siskiyou.ca.us/content/local-transportation-commission).

1. Call Meeting to Order
2. Public Comment
3. Approval of Minutes – April 4, 2017
4. Public Hearing – Unmet Transit Needs FY 2016/2017
5. Presentation/Discussion – Caltrans Annual Construction Update
6. Discussion/Action – Saturday Service
7. Discussion/Action – Appointments to Social Services Transportation Advisory Council
8. Discussion/Action – Meeting Dates and Times
9. Presentation/Discussion – FY 2017/18 STAGE Recommended Budget
10. Discussion/Action – FY 2016/17 Optional Regional Surface Transportation Program  
Federal Exchange Agreement
11. Staff Report – Informational Only
12. Misc.
13. Adjourn

To jump to the agenda item click on the title.

# Siskiyou County Local Transportation Commission (RTPA)

Tuesday, April 4, 2017, 4:30 p.m.

Siskiyou County Transit Center

190 Greenhorn Rd, Yreka, California

The Siskiyou County Local Transportation Commission meeting was called to order at 4:34 p.m by Chairperson Joan Smith Freeman in the Siskiyou County Transit Center Yreka, CA. The following Commissioners were in attendance:

Joan Smith Freeman	City of Yreka	Delegate
Tom McCulley	City of Fort Jones	Delegate
Ed Valenzuela	County of Siskiyou	Delegate
Tim Stearns	City of Mt. Shasta	Delegate
Bryce Craig	City of Dunsmuir	Alternate
<b>Absent:</b>		
Brandon Criss	County of Siskiyou	Delegate
Michael Kobseff	County of Siskiyou	Delegate
Lisa Nixon	County of Siskiyou	Alternate
<b>Staff Present:</b>		
Melissa Cummins	Executive Director	
Scott Billingsley	Transportation Services Coordinator	
Amanda Kimball	Transportation Service Analysis	
<b>Also Present:</b>		
Marci Gonzalez	Caltrans	
Rob Burnett	Caltrans	
Ken Ryan	Public	
Scott Waite	Director of Public Works	

**1. Call to Order**

Chair Valenzuela called the meeting to order at 4:34 p.m.

**2. Public Comments**

None

**3. Approval of Minutes**

A motion was made by Commissioner Smith Freeman and seconded by Commissioner McCulley to approve the minutes as presented. The motion carries.

# Siskiyou County Local Transportation Commission (RTPA)

Tuesday, April 4, 2017, 4:30 p.m.

Siskiyou County Transit Center

190 Greenhorn Rd, Yreka, California

Ayes: Smith Freeman, McCulley, Stearns, Valenzuela, Craig

Noes: None

Absent: Criss, Nixon, Kobseff

Abstain: None

#### **4. Discussion/Action – Award Contract to IMS Infrastructure Management Service, LLC for Collection of Pavement Data for Five of Siskiyou County’s Airports**

Ms. Cummins explains to the Commission that IMS was the top rated firm for the Collection of Pavement Data for the Siskiyou County Airports. Their initial proposal came in at \$165,000 which was above budget. We negotiated with IMS to only conduct the pavement analysis for airports.

##### **Recommended Action:**

Authorize the Chair and Executive Director to execute the contract with IMS Infrastructure Management Service, LLC for a not-to-exceed amount of \$ 69,995.00.

A motion was made by Commissioner Smith Freeman and seconded by Commissioner Stearns to execute the contract.

#### **5. Discussion/Action – Social Services Transportation Advisory Council (SSTAC)**

Ms. Cummins explains the role of the Social Service Transportation Advisory Council (SSTAC). She explains that the Commission appoints the members of SSTAC.

##### **Recommended Action:**

The recommended motion was made by Commissioner Stearns for:

- Appoint Brandon Criss and Bryce Craig to one year term expiring 4/4/18.
- Appoint Ken Ryan to the two year term for the Representative of Limited Means term expiring 4/4/19.
- Remove Martha Gentry as Delegate and add Doug Haugen as Delegate for College of the Siskiyous
- Commissioner Smith Freeman and Ms. Cummins will follow up with Selma George to see if she would like to continue on the SSTAC

The motion was seconded by Commissioner Smith Freeman. The motion carries.

Siskiyou County Local Transportation Commission (RTPA)  
Tuesday, April 4, 2017, 4:30 p.m.  
Siskiyou County Transit Center  
190 Greenhorn Rd, Yreka, California

6. **Discussion/Action – Request to Amend the 2016 Regional Transportation Plan for Siskiyou County Resolution #17/02**

Please see April 4<sup>th</sup> agenda for full summary of the proposed project that Public Works is asking to be added to the 2016 Regional Transportation Plan for Siskiyou County. In order for a project to be eligible for future funding (state or federal) the project must be included in the County's Regional Transportation Plan.

Commission asked about the 11.47% match from the STIP program. Ms. Cummins states that we have not been given information on what the STIP program looks like for next year. The Director of Public Works Scott Waite informs the Commission if they cannot get STIP funding that Caltrans has stated there might be Toll Credits available.

**Recommended Action:**

A motion was made by Commissioner McCulley to approve the Amendment #1 to the 2016 Regional Transportation Plan for Siskiyou County and adopt Resolution #17-02, seconded by Commissioner Valenzuela. The motion carries.

7. **Discussion – Regarding Changing the Time and/or Date of Commission Meetings**

The Commission discussed several options on new dates and times for upcoming meetings.

**Recommended Action:**

The recommended action was to continue the item to the next meeting.

8. **Discussion/Action – FY 2017/2018 Local Transportation Commission Recommended Budget and Resolution #17-03**

Ms. Cummins answered questions about the 17/18 recommended budget for the SCLTC. See April 4<sup>th</sup> agenda for accounting spreadsheet.

**Recommended Action:**

Commissioner Smith Freeman makes the motion to adopt the proposed FY 2017/2018 operating budget and adopt resolution #17-03 with no funds being taken from the 2017/18 Local Transportation Funds as recommended by staff. The motion was seconded by Commissioner Stearns. The motion carries.

Siskiyou County Local Transportation Commission (RTPA)  
Tuesday, April 4, 2017, 4:30 p.m.  
Siskiyou County Transit Center  
190 Greenhorn Rd, Yreka, California

9. **Discussion/Action – FY 2017/2018 Regional Planning Assistance Budget Resolution # 17-04**

Ms. Cummins discussed the recommended budget the FY 17/18 Regional Planning Assistance. Please see April 4<sup>th</sup> agenda for spreadsheet. Mr. Ryan states that he would like to see a budget for more advertising and more bus stops.

**Recommended Action:**

Commissioner Stearns makes the recommended motion to adopt the proposed FY 2017/2018 Regional Planning Assistance operating budget and Resolution # 17-04 and seconded by Commissioner McCulley.

10. **Staff Report to Commission Regarding Disbursements, Reimbursement Request and Executed Documents**

Ms. Cummins and Commission discuss the summary listed with some of the key points talked about.

- STAGE might become the first County department to accept debit and credit cards.
- The reevaluation of the Saturday Service. Commission also suggest more advertising and look into just doing summer Saturday.
- Commissioner McCulley is retiring.
- Get a reporter to talk about the Saturday Service.
- Service to Dorris, taking buses into the Casino, and Probation asking for service.

11. **Misc.**

- Ms. Cummins talks about the Siskiyou Fallen Heroes Memorial on May 6<sup>th</sup> from 4-10pm at the fairgrounds.
- Commissioner Smith Freeman asked that we make sure that the delegates, alternates and who is absent be added to the minutes.
- Rob Burnett from Caltrans talks briefly about the storm damage around Siskiyou County.

12. **Adjourn**

The meeting was adjourned at 5:33 p.m.

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 4

Unmet Transit Needs Public Hearing for FY 2016/2017

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SUMMARY (Description of Issue):

Each year, the Local Transportation Commission is required to hold at least one public hearing to solicit requests for unmet transit needs.

During the 2014/2015 fiscal year, as part of the Overall Work Program, staff developed the Commission's website to include information on the Unmet Transit Needs process. Part of the changes included the development of an online form that can be submitted electronically via email to Commission staff. We also had forms available during our public outreach at the 2016 Siskiyou Golden Fair.

Requests received during the public hearing will be passed on to the Social Services Transportation Advisory Council (SSTAC).

2016 / 2017 Hearings were scheduled for:

Yreka (LTC Meeting) - May 9, 2017

The Social Services Transportation Advisory Committee will be meeting before the June 2017 meeting to review all requests for service.

RECOMMENDED ACTION:

Conduct public hearing to accept requests for service.

Refer any service requests to SSTAC for review and recommendation.

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 5

Presentation of 2017 Construction Projects on State Highway System.

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SUMMARY (Description of Issue):

Rob Burnett, Caltrans District 2 Project Manager, will present a summary of construction projects for 2017. A list of projects has been included in the agenda. Mr. Burnett anticipates bringing the maps with him to the meeting.

RECOMMENDED ACTION:

Discussion only.

Caltrans 2017 Projects Under Construction

March 28, 2017

Map ID	Project EA	County	Route	Postmiles	Nickname	Work Description	Project Manager	Award	Award Status	Est Construct Completed	Est Construct Cost (\$k)	
	2H320	SIS	003	23 / 27	Stoney & Kidder Crk Chip Seal	Chip Seal	Lance Brown	1/12/17	100	12/31/18	\$1,146	M
	2H850	SIS	003	R46.85 / R47.18	Grinder Digouts-Yreka & Weed	Replace AC pavement	Lance Brown	5/30/17	0	12/1/17	\$250	M
	2H150	SIS	003	L47.5 / L47.5	Yreka Maint Sta Rinse Rack Canopy	Construct rinse rack canopy	Eric Akana	3/24/17	0	11/1/17	\$291	
	3H390	SIS	005	2.6 /	Dunsmuir Ave Slide	Land Slide on SB Lanes	Rob Burnett	n/a		9/30/17	\$2,500	
	2E800	SIS	005	R7.2 / R7.2	Dunsmuir CVEF Improvement	Improve truck inspection facility	Eric Orr	2/11/16	100	12/30/18	\$6,707	
	4G820	SIS	005	R10.7 / R19.5	South Weed 2R Pavement Rehab	Roadway Rehabilitation	Sean Shepard	12/18/15	100	7/27/18	\$28,776	
	4G240	SIS	005	R24.9 / R25.59	N Edgewood OH Brdg	Strengthen and upgrade bridge	Sean Shepard	9/27/17	0	2/27/19	\$4,000	
	4F58U	SIS	005	R57.8 / R58.5	Klamath Riv @ Collier Seismic Retrofit	Strengthen bridge & replace rail	Sean Shepard	12/14/16	100	10/15/18	\$4,796	
	4E670	SIS	005	R58.1 / R58.1	Collier SRRA-Sewer & Water Rest	Rehabilitate potable water supply & w	Rob Burnett	6/13/17	0	1/17/20	\$3,770	
	1H830	SIS	089	0 / 34.6	Four Corners to I5 Repairs	Repair shoulders and culverts	Rob Burnett	n/a		10/5/18	\$1,500	M
	3H260	SIS	096	0 / 103.4	SIS-96 Somes Bar Slide	Repair slipouts & culverts	Rob Burnett	n/a		9/19/18	\$1,500	
	2H540	SIS	096	33 / 37.6	Sis-96 MBGR	Reconstruct MBGR	Lance Brown	5/8/17	0	12/31/18	\$460	M
	2H540	SIS	096	49.84 / 49.92	Sis-96 MBGR	Reconstruct MBGR	Lance Brown	5/8/17	0	12/31/18	\$460	M
	2H540	SIS	096	63.45 / 68.75	Sis-96 MBGR	Reconstruct MBGR	Lance Brown	5/8/17	0	12/31/18	\$460	M
	2H540	SIS	096	77.25 / 77.6	Sis-96 MBGR	Reconstruct MBGR	Lance Brown	5/8/17	0	12/31/18	\$460	M
	2H540	SIS	096	80.05 / 80.08	Sis-96 MBGR	Reconstruct MBGR	Lance Brown	5/8/17	0	12/31/18	\$460	M
	2H540	SIS	096	85 / 85.11	Sis-96 MBGR	Reconstruct MBGR	Lance Brown	5/8/17	0	12/31/18	\$460	M
	2H850	SIS	097	0 / L0.5	Grinder Digouts-Yreka & Weed	Replace AC pavement	Lance Brown	5/30/17	0	12/1/17	\$250	M
	0H430	SIS	097	0.9 / 1.2	Lincoln Heights Ped Crossing	Upgrade Pedestrian Crossing	Rob Burnett	6/21/16	100	8/28/17	\$150	
	0H280	SIS	097	20.2 / 20.2	CCTV Camera Lighting	Install lighting	Eric Akana	4/14/17	0	11/1/17	\$280	M
	2H460	SIS	097	21.82 / 21.82	Grass Lake/Moon Lim	Prefab Restrooms	Eric Akana	5/19/17	0	10/30/17	\$281	M
	0H280	SIS	097	51.6 / 51.6	CCTV Camera Lighting	Install lighting	Eric Akana	4/14/17	0	11/1/17	\$280	M
	2H170	SIS	161	1.3 / 2.8	Tom Lake Pavement Rehab	Full depth pavement rehabilitation	Rob Burnett	5/8/17	0	1/31/18	\$1,000	
	1H030	SIS	161	9 / 15	White Lake CIR	Cold In Place Recycle	Lance Brown	3/1/16	100	12/29/17	\$2,207	
	* 0H780	VAR	VAR	0 / 0	Gore Signs-SHA-SIS-TEH	Upgrade gore signs	Michael Feakes	2/8/17	100	2/1/18	\$384	
	* 0H210	VAR	VAR	0 / 0	Highly Reflective Signs	Upgrade signs to retro-reflective	Michael Feakes	2/5/16	100	6/1/17	\$2,395	

\* Multiple locations - project not represented on map.

M = Estimated Construction Costs covers multiple locations



# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 6

Presentation Regarding STAGE's Saturday Service

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SUMMARY (Description of Issue):

STAGE staff, at the direction of the Siskiyou County Local Transportation Commission, developed and implemented Saturday transit services in June 2016.

Staff will present an overview of the service and its performance since implementation.

An updated chart showing all expenses, revenues and ridership will be presented to the Commission during the meeting.

RECOMMENDED ACTION:

Discussion/Action regarding the continuation of transit services the first Saturday of each month.

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 7

Social Services Transportation Advisory Council (SSTAC)

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SUMMARY (Description of Issue):

During the April 2017 meeting the Commission made appointments to all expiring positions except Selma George. Commissioner Smith Freeman contacted Ms. George who has indicated she would like to continue serving.

We have included the updated list of Council appointees for the Commission's review.

RECOMMENDED ACTION:

Appoint Selma George to SSTAC for an additional two year term expiring April 4, 2019.

**Siskiyou County Local Transportation Commission**  
*Social Services Transportation Advisory Council (SSTAC)*

**One Year Term** Expires: 4/4/2018

CTSA	Bryce Craig
CTSA	Brandon Criss
Yreka	Seth Dressler

**Two Year Term** Expires: 4/4/2019

City of Weed	Kelly McKinnis
Representative of Limited Means	Ken Ryan
Yreka	Selma George
College of the Siskiyou	Doug Haugen

**Three Year Term** Expires: 5/10/2019

Mt Shasta Nutrition Program	Mike Rodriguez
Yreka Nutrition Program	Terrie Berentsen
Yreka	Andre Economopoulos
Karuk Tribe	Sandi Tripp

**Members shall consist of the following:**

- One representative of potential transit users who is 60 years of age or older
- One representative of potential transit users who is disabled.
- Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists.
- Two representatives of the local social service providers for disabled, including one representative of a social service transportation provider, if one exists.
- One representative of a local social service provider for persons of limited means.
- Two representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 8

Discussion Regarding Changing the Time and/or Date of Commission Meetings  
(Continued from April 4, 2017 meeting)

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SUMMARY (Description of Issue):

During previous SCLTC meetings the Commission has discussed changing the meeting time. During previous discussions some Commissioners were unable to attend meetings during the work day due to other obligations.

Staff is bringing this back to the Commission for further discussion and direction.

RECOMMENDED ACTION:

Discussion and direction to staff regarding future meeting date/time.

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 9

FY 2017/2018 STAGE Recommended Budget

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SUMMARY (Description of Issue):

The FY 2017/18 proposed STAGE budget includes a variety of revenues and expenses. Staff will review and answer questions from the Commission regarding the budget.

This item is for informational purposes. The budget will adopted as part of the County's normal budget hearing on June 20, 2017.

RECOMMENDED ACTION:

Discussion only.

BUDGET YEAR 18

Siskiyou County Budget Worksheet Report  
FISCAL YEAR 2017/2018

AS OF

2-May-17

ORG: 303010 STAGE  
FUND: 5660 STAGE

PRIOR YEAR  
2016  
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CURRENT YEAR  
2017  
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PHASE 2: 630YTD  
JUNE 30TH YTD  
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PHASE 3: DEPREQ  
DEPT REQUEST  
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**REVENUE:**

530100 INTEREST	\$	15,882.60	\$	10,000.00	\$	8,642.00	\$	8,725.00
540640 STATE MANDATED COST	\$	662.64	\$	-	\$	-	\$	-
540800 STATE OTHER	\$	195,012.88	\$	194,272.00	\$	286,772.00	\$	178,973.00
542700 FEDERAL OTHER	\$	252,704.00	\$	239,841.00	\$	239,841.00	\$	239,841.00
545100 OTHER GOVERNMENTAL AGENCIES	\$	1,000,000.00	\$	1,000,000.00	\$	1,000,000.00	\$	1,000,000.00
550600 ADMINISTRATION SERVICES	\$	57,796.07	\$	95,000.00	\$	75,040.00	\$	90,000.00
552182 RECYCLING COMPENSATION FEES	\$	-	\$	-	\$	819.00	\$	-
552600 OTHER SERVICES	\$	40,610.02	\$	-	\$	250.00	\$	-
560100 OTHER SALES	\$	219,031.30	\$	238,000.00	\$	189,523.00	\$	190,000.00
560200 MISCELLANEOUS OTHER REVENUE	\$	345.81	\$	-	\$	948.00	\$	-
560221 COMPENSATION INSURANCE	\$	-	\$	1,898.00	\$	1,898.00	\$	-
	\$	1,782,045.32	\$	1,779,011.00	\$	1,803,733.00	\$	1,707,539.00

**LABOR:**

611100 REGULAR WAGES	\$	629,781.88	\$	750,045.00	\$	723,583.00	\$	783,991.00
611200 EXTRA HELP	\$	37,883.62	\$	58,123.00	\$	14,280.00	\$	30,000.00
612000 OVERTIME	\$	18,461.84	\$	19,651.00	\$	27,549.00	\$	20,000.00
612100 STANDBY	\$	4,225.00	\$	10,545.00	\$	11,590.00	\$	12,600.00
621100 O.A.S.D.I.	\$	48,584.62	\$	60,315.00	\$	56,018.00	\$	63,801.00
621200 RETIREMENT	\$	140,460.55	\$	174,381.00	\$	167,476.00	\$	217,572.00
622100 OTHER INSURANCE	\$	211,711.17	\$	257,597.00	\$	260,232.00	\$	284,903.00
622200 UNEMPLOYMENT INSURANCE	\$	1,369.00	\$	490.00	\$	490.00	\$	-
622400 SHORT TERM DISABILITY	\$	524.16	\$	-	\$	-	\$	-
623100 WORKERS' COMPENSATION	\$	19,760.00	\$	27,435.00	\$	27,435.00	\$	51,672.00
	\$	1,112,761.84	\$	1,358,582.00	\$	1,288,653.00	\$	1,464,539.00

**EXPENDITURES:**

711000 CLOTHING & PERSONAL	\$	-	\$	172.00	\$	138.00	\$	200.00
712000 COMMUNICATIONS	\$	7,458.81	\$	6,954.00	\$	8,579.00	\$	8,964.00
714000 HOUSEHOLD	\$	10,415.77	\$	19,670.92	\$	18,060.00	\$	16,971.00
715000 INSURANCE	\$	101,613.00	\$	131,487.00	\$	131,488.00	\$	142,378.00
715100 SELF-INSURANCE	\$	2,312.00	\$	2,277.00	\$	2,277.00	\$	-
717000 MAINTENANCE OF EQUIPMENT	\$	93,923.39	\$	177,986.00	\$	88,608.00	\$	134,709.00
717100 MAINTENANCE OF OFFICE EQUIPMENT	\$	1,954.08	\$	2,172.00	\$	1,938.00	\$	1,921.00

ORG: 303010 STAGE  
FUND: 5660 STAGE

PRIOR YEAR  
2016  
-----

CURRENT YEAR  
2017  
-----

PHASE 2: 630YTD  
JUNE 30TH YTD  
-----

PHASE 3: DEPREQ  
DEPT REQUEST  
-----

	PRIOR YEAR 2016 -----	CURRENT YEAR 2017 -----	PHASE 2: 630YTD JUNE 30TH YTD -----	PHASE 3: DEPREQ DEPT REQUEST -----
717500 MAINT OF EQUIPMENT - AUTO SERVICE	\$ 5,569.00	\$ 6,649.00	\$ 6,649.00	\$ 7,054.00
718000 MAINTENANCE-BUILDING & IMPROVEMENTS	\$ 294.61	\$ 3,000.00	\$ 994.00	\$ 3,000.00
719000 MEDICAL, DENTAL & LAB SUPPLIES	\$ -	\$ 2.00	\$ 15.00	\$ -
720000 MEMBERSHIPS	\$ 2,061.00	\$ 2,526.00	\$ 2,725.00	\$ 2,725.00
721000 MISCELLANEOUS EXPENSE	\$ 30.97	\$ 16.00	\$ 16.00	\$ -
722000 OFFICE SUPPLIES	\$ 15,705.38	\$ 9,247.83	\$ 11,457.00	\$ 14,375.00
723000 PROFESSIONAL & SPECIALIZED SERVICES	\$ 8,891.28	\$ 12,586.01	\$ 12,714.00	\$ 16,579.00
723010 PROF & SPEC SVCS-SUBSTANCE ABUSE	\$ 420.00	\$ 595.00	\$ 525.00	\$ 4,200.00
723100 ADMINISTRATION	\$ 71,331.96	\$ 30,026.00	\$ 38,566.00	\$ 33,800.00
723200 DATA PROCESSING	\$ 2,912.00	\$ 12,675.00	\$ 12,675.00	\$ 12,508.00
723210 XEROX CONTRACT	\$ 2,290.26	\$ -	\$ -	\$ -
724000 PUBLICATIONS & LEGAL NOTICES	\$ 2,251.50	\$ 1,766.00	\$ 949.00	\$ -
725000 RENTS & LEASES - EQUIPMENT	\$ 2,881.91	\$ 3,069.00	\$ 2,010.00	\$ 2,177.00
726000 RENTS & LEASES - BUILDINGS & IMPROV	\$ 3,600.00	\$ -	\$ -	\$ -
727000 SMALL TOOLS & INSTRUMENTS	\$ 102.78	\$ 1,399.00	\$ 599.00	\$ 6,600.00
728000 SPECIAL DEPARTMENTAL EXPENSE	\$ 7,981.15	\$ 5,152.00	\$ 7,249.00	\$ 8,804.00
728150 SPEC DEPARTMENTAL-CAL-CARD CLEARING	\$ 139.70	\$ -	\$ -	\$ -
729000 TRANSPORTATION & TRAVEL	\$ 1,485.07	\$ 3,000.00	\$ 614.00	\$ 4,200.00
729100 GAS & DIESEL	\$ 150,049.37	\$ 202,435.00	\$ 137,806.00	\$ 165,120.00
729200 TRAINING	\$ 4,137.05	\$ 2,280.00	\$ 295.00	\$ 145.00
729700 TOWING	\$ 2,320.00	\$ 3,717.00	\$ 6,723.00	\$ 6,500.00
730000 UTILITIES	\$ 14,427.75	\$ 16,140.00	\$ 14,116.00	\$ 15,216.00
749000 DEPRECIATION	\$ 313,145.83	\$ -	\$ -	\$ -
750000 LOSS ON DISPOSITION OF FIXED ASSETS	\$ 211,944.75	\$ -	\$ -	\$ -
751000 COST ALLOCATION PLAN	\$ (8,596.00)	\$ 74,328.00	\$ 74,328.00	\$ 141,177.00
762000 EQUIPMENT	\$ -	\$ 9,368.80	\$ 26,674.00	\$ 18,500.00
795000 TRANSFERS IN - ACTV: 8075 Fingerprint Fees	\$ 161.00	\$ 115.00	\$ 92.00	\$ 92.00
	<u>\$ 1,033,215.37</u>	<u>\$ 740,811.56</u>	<u>\$ 608,879.00</u>	<u>\$ 767,915.00</u>
<i>Program Total:</i>				
Total Revenue	\$ 1,782,045.32	\$ 1,779,011.00	\$ 1,803,733.00	\$ 1,707,539.00
Total Labor	\$ 1,112,761.84	\$ 1,358,582.00	\$ 1,288,653.00	\$ 1,464,539.00
Total Expense	\$ 1,033,215.37	\$ 740,811.56	\$ 608,879.00	\$ 767,915.00
Total Net	\$ (363,931.89)	\$ (320,382.56)	\$ (93,799.00)	\$ (524,915.00)

BUDGET YEAR 18

Siskiyou County Budget Worksheet Report  
FISCAL YEAR 2017/2018

AS OF

2-May-17

ORG: 303010 STAGE  
FUND: 5660 STAGE

PRIOR YEAR  
2016  
-----

CURRENT YEAR  
2017  
-----

PHASE 2: 630YTD  
JUNE 30TH YTD  
-----

PHASE 3: DEPREQ  
DEPT REQUEST  
-----

ACTIVITY:

183 5660-460036STG ROLLINGSTOCK RPLMNT

ACCOUNT:

762000 EQUIPMENT	\$	-	\$	-	\$	300,000.00	\$	-
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ACTIVITY:

184 5660-460037 STG SATURDAY SERVICE

ACCOUNT:

611100 REGULAR WAGES	\$	261.54	\$	2,048.00	\$	1,844.00	\$	-
612000 OVERTIME	\$	551.13	\$	3,098.00	\$	4,182.00	\$	-
612100 STANDBY	\$	60.00	\$	780.00	\$	660.00	\$	-
621100 O.A.S.D.I.	\$	61.71	\$	637.00	\$	461.00	\$	-
621200 RETIREMENT	\$	56.88	\$	582.00	\$	441.00	\$	-
622100 OTHER INSURANCE	\$	29.60	\$	780.00	\$	586.00	\$	-
	\$	1,020.86	\$	7,925.00	\$	8,174.00	\$	-

715000 INSURANCE	\$	-	\$	857.00	\$	1,233.00	\$	-
717000 MAINTENANCE OF EQUIPMENT	\$	-	\$	920.00	\$	1,139.00	\$	-
723100 ADMINISTRATION	\$	-	\$	339.00	\$	689.00	\$	-
724000 PUBLICATIONS & LEGAL NOTICES	\$	1,766.00	\$	3,234.00	\$	1,834.00	\$	-
727000 SMALL TOOLS & INSTRUMENTS	\$	-	\$	1.00	\$	2.00	\$	-
729100 GAS & DIESEL	\$	-	\$	1,265.00	\$	1,820.00	\$	-
729700 TOWING	\$	-	\$	20.00	\$	29.00	\$	-
	\$	1,766.00	\$	6,636.00	\$	6,746.00	\$	-



BUDGET YEAR 18

Siskiyou County Budget Worksheet Report  
FISCAL YEAR 2017/2018

AS OF

2-May-17

ORG: 303010 STAGE  
FUND: 5660 STAGE

PRIOR YEAR  
2016  
-----

CURRENT YEAR  
2017  
-----

PHASE 2: 630YTD  
JUNE 30TH YTD  
-----

PHASE 3: DEPREQ  
DEPT REQUEST  
-----

ACTIVITY:

185 5660-460039STG BUSSTOP IMPROVEMENTS

ACCOUNT:

728000 SPECIAL DEPARTMENTAL EXPENSE	\$	-	\$	25,000.00	\$	6,995.00	\$	18,005.00
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FUND TOTAL:

Total Revenue	\$	1,782,045.32	\$	1,779,011.00	\$	1,803,733.00	\$	1,707,539.00
Total Labor	\$	1,113,782.70	\$	1,366,507.00	\$	1,296,827.00	\$	1,464,539.00
Total Expense	\$	1,034,981.37	\$	772,447.56	\$	922,620.00	\$	785,920.00
Total Net	\$	(366,718.75)	\$	(359,943.56)	\$	(415,714.00)	\$	(542,920.00)

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 10

Federal Apportionment Exchange Program Agreement for FY 2016/2017

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SUMMARY (Description of Issue):

Each year the Siskiyou County Local Transportation Commission receives State Highway Account funds representing the County's share of the Federal Regional Surface Transportation Program. In past years the allocation was \$ 29,497, \$ 59,863, and most recently the allocation increased to \$ 144,723. The allocation for 2016/2017 is identified as \$ 60,789.00.

Eligible projects include:

- Construction, Reconstruction, Rehabilitation, Resurfacing, Restoration, and Operational Improvements on:
  - o Federal Aid Highways not functionally classed local or rural minor collectors.
  - o Bridges, including bridges on public roads of all functional classifications.
- Capital costs for transit projects eligible under Federal Transit Act
- Carpool projects
- Highway and Transit safety improvements and programs and hazard elimination.
- Highway and Transit R&D and Technology Transfer programs.
- Capital and Operating costs for traffic monitoring, management and control.
- Surface transportation planning programs
- Transportation Enhancement Activities
- Transportation control Measures listed in Section 108 of the Clean Air Act.

This apportionment is available for allocation to projects defined under Sections 133 (b) and 133 (c) of Title 23, United States Code and Article XIX of the California State Constitution and implemented in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highway Code.

Recently funded projects include:

- |                      |                                            |            |
|----------------------|--------------------------------------------|------------|
| - City of Dorris:    | Pedestrian Improvements                    | \$ 117,648 |
| - City of Weed:      | Lincoln Ave/Hwy 97 Pedestrian Improvements | \$ 37,500  |
| - City of Mt Shasta: | Sidewalk Improvements                      | \$ 124,092 |

RECOMMENDED ACTION:

Authorize the Executive Director to execute the Federal Apportionment Exchange Program Agreements for FY 2016/2017.

## Regional Surface Transportation Funds

*History of Allocations*

Agency	1997/98	1999/00	2000/01	2002/03	2003/04	2005/06	2009/10	2010/11	2012/13	2013/14	2014/15	2015/16	2016/17	Total by Agency:
City of Dunsmuir**	\$ 17,982.00									\$ 52,455.00				\$ 70,437.00
City of Yreka	\$ 17,982.00		\$ 38,000.00	\$ 72,890.00	\$ 60,735.00									\$ 189,607.00
City of Montague		\$ 4,000.00				\$ 68,603.00	\$ 106,139.00							\$ 178,742.00
City of Tulelake		\$ 40,000.00												\$ 40,000.00
Collier Interpretive Center							\$ 14,376.00							\$ 14,376.00
City of Mt Shasta								\$ 109,346.18						\$ 109,346.18
City of Weed									\$ 37,500.00					\$ 37,500.00
City of Mt Shasta										\$ 144,732.00			\$ 124,092.00	\$ 268,824.00
City of Dorris												\$ 117,648.00		\$ 117,648.00
City of Weed												\$ 30,000.00		\$ 30,000.00
<b>Total Allocations:</b>	<b>\$ 35,964.00</b>	<b>\$ 44,000.00</b>	<b>\$ 38,000.00</b>	<b>\$ 72,890.00</b>	<b>\$ 60,735.00</b>	<b>\$ 68,603.00</b>	<b>\$ 106,139.00</b>	<b>\$ 14,376.00</b>	<b>\$ 109,346.18</b>	<b>\$ 89,955.00</b>	<b>\$ 144,732.00</b>	<b>\$ 147,648.00</b>	<b>\$ 124,092.00</b>	

Fund Balance as of May 2, 2017: \$ 156,364.84  
 Anticipated Revenue: \$ 60,789.00  
 City of Dorris \$ (124,092.00)  
  
 Current Fund Balance: \$ 93,061.84

# Agenda Worksheet

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TO: SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

DATE: May 9, 2017

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SUBJECT: Agenda Item # 11

Staff Report to Commission Regarding Disbursements, Reimbursement Requests and Executed Documents

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SUMMARY (Description of Issue):

Staff completed and submitted the following:

Reporting/Applications:

- Submitted the application for the 16/17 cycle of the Transit Security Grant Program.
- Submitted the semi-annual DBE reports for STAGE and SCLTC.
- Staff submitted the semi-annual Transit Security Grant Program progress reports for all active cycles. We also submitted documentation to closeout another cycle.

Other:

- Staff attended the April 12<sup>th</sup> LOLA meeting in Yreka.
- Staff attended the kickoff meeting for the annual pavement analysis update project with NCE, the city representatives and County staff.
- Staff met with Juliana Lucchesi, Planner for City of Mt Shasta, to discuss bus stop improvements and future developments within the city.
- Staff is working on the application for the Section 5311 FTA funding for STAGE for FFY 2017 and 2018.

Upcoming Items:

- Project oversight for the annual pavement management update and airports pavement data collection.
- Acceptance of debit and/or credit cards for purchasing of tickets.
- Staff will be meeting with the City of Etna on Friday, May 12<sup>th</sup> to review sites for bus stops.
- SSTAC meeting May 17<sup>th</sup> or 18<sup>th</sup>.
- Finalize the FY 2017/18 Overall Work Program for adoption by the Commission on June 6, 2017.

RECOMMENDED ACTION:

Informational Only.