

**MINUTES OF THE
SISKIYOU COUNTY
LOCAL TRANSPORTATION COMMISSION
January 7, 2014**

The Siskiyou County Local Transportation Commission meeting was called to order at 6:00 p.m. by Chair Michael Kobseff, in the Board of Supervisors Chambers, Yreka, CA. The following Commissioners were in attendance:

Grace Bennett	County of Siskiyou
Rob Bicego	City of Yreka
Michael Kobseff	County of Siskiyou
Tom McCulley	City of Fort Jones
Tom Moore	City of Mt. Shasta (6:15 pm)
Ed Valenzuela	County of Siskiyou
Staff Present:	
Melissa Cummins	Interim Executive Director
Diana Rodriguez	County of Siskiyou
Also Present:	
John Maxwell	Caltrans District 2
Michelle Millette	Caltrans District 2

Public Comments

None

Approve Minutes from December 3, 2013

A motion was made by Commissioner Valenzuela, seconded by Commissioner Bicego to approve the minutes to the December 3, 2013 Local Transportation Commission Meeting. Motion carried.

Ayes:	Bennett, Bicego, Kobseff, Valenzuela
Nays:	None
Absent:	Moore

Discussion / Action – Application for Sustainable Transportation Program / City of Mt. Shasta

Melissa Cummins explained that prior to the LTC meeting that she met with Michelle Millette and John Maxwell from Caltrans and Melanie Findling who is with the Mt. Shasta Alternative Transportation Advisory Committee (ATAC) to discuss the application. Melissa explained that we received the application on December 4, 2013 and that ATAC would like the Commission to act as the lead applicant. ATAC had previously submitted the project last year and it was not selected as a finalist. It appears that additional work is still needed on the application and that items of concern will need to be addressed. The application currently does not qualify for the Sustainable Transportation Grant Program. We will continue to work with ATAC and the City of Mt. Shasta to

help them find other funding sources to complete the project study report. Commissioner Valenzuela asked if Melanie understood the problems with the grant application. Melissa advised the Commissioners that she understood. Michelle explained that Caltrans cannot fund this project as it does not meet the requirements. They would have to use non planning dollars for the project.

Discussion / Action – Position of Executive Director Resolution #14-01 – Appointment, Resolution #14-02 – Signature Authority

Melissa explained that on June 4, 2013 the Commission appointed her as the Interim Executive Director with the term to expire on December 31, 2013. At the December 3, 2013 meeting she was appointed to the position as the Executive Director for the LTC and the following resolutions will need to be signed to affirm the decision. Commissioner Bicego would still like to hear from County Counsel confirming that there is not a conflict of interest. Melissa informed them that she still has not heard back from Counsel and that she will keep the Commissioners informed on her findings. A motion was made by Commissioner McCulley, seconded by Commissioner Bennett to appoint Melissa Cummins as the Executive Director, Resolution #14-01. A motion was made by Commissioner McCulley, seconded by Commissioner Bennett authorizing Melissa Cummins to execute documents on behalf of the Commission, Resolution 14-02. Motion carried.

Ayes:	Bennett, Bicego, Kobseff, McCulley, Valenzuela
Nays:	None
Absent:	Moore

Information Only – Staff Report

- Melissa informed the Commissioners that Randy Akana had finalized the Request for Proposals for the design of the new Transit Administration Center, which has been sent to County Counsel and staff is expecting it to be presented to the Board on January 21st.
- Staff applied for the Transit Security Grant in August and we received the funds in November. These funds are being used to replace the bus stop shelters in Weed and Mt. Shasta. We would like to go out to bid for this project in the spring. Melissa will e-mail pictures of the proposed shelters.

Misc.

Commissioner Kobseff would like to discuss the possibility of moving the meetings to a different location at the next meeting.

Adjourned

Meeting was adjourned at 6:20 pm

Melissa A. Cummins
Interim Executive Director