



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director  
melissa@siskiyoucoltc.org

1312 Fairlane Road, Suite 2  
Yreka, California 96097  
D: 530.842.8238/C: 530.709.5060

**Regular Meeting** of the Siskiyou County Local Transportation Commission

**Date:** Tuesday, June 11, 2024

**Time:** 10:30 A.M. PST

In-Person Location: Siskiyou County Transit Center – Conference Room  
190 Greenhorn Road  
Yreka, CA 96097

Information to participate by Zoom:

Conference Call In Number: +1.669.444.9171 US

Meeting ID: 819 0929 1968

All agendas are available at: [https://www.co.siskiyou.ca.us/recent\\_meetings](https://www.co.siskiyou.ca.us/recent_meetings)

Siskiyou County Local Transportation Commission Members

Representatives of the Siskiyou County Board of Supervisors

|                             |                                |
|-----------------------------|--------------------------------|
| Michael Kobseff, Vice Chair | County Supervisor – District 3 |
| Nancy Ogren                 | County Supervisor – District 4 |
| Ed Valenzuela               | County Supervisor – District 2 |
| Brandon Criss (Alternate)   | County Supervisor – District 1 |

Representatives of the League of Local Agencies

|                         |                                   |
|-------------------------|-----------------------------------|
| Bruce Deutsch, Chair    | Councilmember, City of Dunsmuir   |
| Paul McCoy              | Councilmember, City of Yreka      |
| Susan Tavalero          | Councilmember, City of Weed       |
| Julia Mason (Alternate) | Councilmember, Town of Fort Jones |

The agenda items are as follows:

- 1) Roll Call
- 2) Pledge of Allegiance
- 3) Presentations from the Public



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

4) Consent Agenda

*The following consent agenda items are expected to be routine and non-controversial. They may be acted upon by the Commission at one time without discussion. Any Commissioner, staff member, or interested person may request that an item be removed from the Consent Agenda for discussion and consideration. Approval of a consent item means approval of the recommended motion as specified on the Agenda Worksheet.*

Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from May 1, 2024, to May 31, 2024, for:

- A. Local Transportation Commission (Fund: 2505)
- B. Regional Transportation Planning (Fund: 2506)
- C. Local Transportation Funds (Fund: 2536)
- D. Regional Surface Transportation Block Grant Program (Fund: 2537)
- E. State Transit Assistance (Fund: 2538)

Regular Informational Items

- F. Transportation Staff Report - Monthly report from General Services on transportation activities and ridership.
- G. Commission Staff Report - Monthly report from Executive Director on activities, reporting, and other projects.

Consent Agenda Action Items

- H. Approval of Minutes of the Regular Meeting held on May 14, 2024.

5) Presentation/Discussion – Caltrans Clean California – Presentation of construction projects in the region during the summer 2024 construction season.



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- 6) Presentation/Discussion – Revitalizing Rural Transit Presentation – Presentation of draft report by Ms. Mia Lewis
- 7) Discussion/Action – Local Transportation Fund and State Transit Assistance Claims – FY 2024/2025
- 8) Discussion/Action – Regional Surface Transportation Block Grant Program – Discussion and possible action regarding allocating funding to a proposed project
- 9) Discussion/Action - FY 2024/2025 Recommended Budgets – Discussion and direction regarding Recommended budgets for FY 2024/2025 for the Regional Surface Transportation Block Grant Program budget (Fund: 2537).
- 10) Other Business
  - A. Executive Director – Other Updates
  - B. Other Business – Items from Commission that do not require an agenda item or requests for future agenda items.
  - C. Next Regular Meeting – Tuesday, August 20, 2024, at 10:30 a.m. PST
- 11) Adjournment



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**NOTE:**

Siskiyou County Local Transportation Commission offers teleconference participation in the meeting via Zoom, or similar technology, as a courtesy to the public, who have the option and right to attend in person. If no member of the Commission is attending the meeting via teleconference and a technical error or outage occurs, or if a participant disrupts the meeting in a manner that cannot be specifically addressed, the Commission reserves the right to discontinue Zoom, or similar technology, access and to continue conducting business.

Topic: Siskiyou County Local Transportation Commission Meeting

Time: Tuesday, June 11, 2024 – 10:30 a.m. Pacific Time (US and Canada)

**Zoom Attendees:**

Conference Call In Number: +1.669.444.9171 US  
Meeting ID: 819 0929 1968

I declare a copy of this agenda was posted at the Siskiyou County Transit Center at 190 Greenhorn Road, Yreka, CA 96097, by June 7, 2024, by 5:00 PM.

A printed agenda packet will be available for public review by 5:00 p.m. on the Friday preceding the meeting date at the Siskiyou County Transit Center and online at:  
[https://www.co.siskiyou.ca.us/recent\\_meetings](https://www.co.siskiyou.ca.us/recent_meetings)

**NOTE:**

Public participation is encouraged. In compliance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and in compliance with the Ralph M. Brown Act, if you plan on attending the public meeting and need a special accommodation because of a sensory or mobility impairment or disability, or have a need for an interpreter, please contact Melissa Cummins at 530.842.8238, 48 hours in advance of the meeting to arrange for those accommodations. (Government Code 53953)



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REGIONAL TRANSPORTATION PLANNING AGENCY

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D: 530.842.8238/C: 530.709.5060

To: Siskiyou County Local Transportation Commission

Item: 4A, 4B, 4C, 4D, 4E

Date: June 11, 2024

Subject: Report of Expenses and Revenues through May 31, 2024

### **Past Action**

As requested by the Commission staff includes a summary of expenses and revenues for all budgets under the Commission's jurisdiction.

### **Background**

The attached reports provide the Commission with an opportunity to review, and if necessary, seek clarification on any expenditure authorized by the Executive Director during the course of business.

Included for the Commission's information are reports for the following budgets:

- Fund 2505 – Local Transportation Administration
- Fund 2506 – Regional Planning Assistance (Overall Work Program)
- Fund 2536 – Local Transportation Funds
- Fund 2537 – Regional Surface Transportation Block Grant Program
- Fund 2538 – State Transit Assistance

### **Discussion**

If necessary, review any items the Commission wishes to seek clarification on.

### **Recommended Action**

None. This is an information item only.

### **Attachments (5)**

- 4A – Report of revenues and expenses for Local Transportation Administration (Fund 2505)
- 4B – Report of revenues and expenses for Regional Planning Assistance (Fund 2506)
- 4C – Report of revenues and expenses for Local Transportation Funds (Fund 2536)
- 4D – Report of revenues and expenses for Regional Surface Transportation Block Grant (Fund 2537)
- 4E – Report of revenues and expenses for State Transit Assistance (Fund 2538)

**Siskiyou County Local Transportation Commission**  
**Report of Revenues Expenditures**

Fiscal Year 24

May 1, 2024 to May 31, 2024

**Item 4A**

Fund: 2505

Org: 303020

Local Transportation Administration

| <b>Transaction Date</b>          | <b>Document #</b> | <b>Document Description</b>         |    | <b>Transaction Amount</b> |
|----------------------------------|-------------------|-------------------------------------|----|---------------------------|
| <u>Revenues Received:</u>        |                   |                                     |    |                           |
| 3/31/2024                        | IA244180          | 3RD QTR 23/24 INTEREST C            | \$ | 1,750.97                  |
| 5/7/2024                         | J2412562          | ACH ST OF CA SGR 23/24 Q3           | \$ | 19,811.00                 |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS ATP APRIL 24   | \$ | 13,517.06                 |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS ATP FEB 24     | \$ | 13,676.74                 |
|                                  |                   |                                     |    | -                         |
| <u>Payroll and Expenditures:</u> |                   |                                     |    |                           |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 250.00                    |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 357.81                    |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 1,454.35                  |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 34.27                     |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 34.27                     |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 815.27                    |
| 5/3/2024                         | F2400085          | HR Payroll 2024 BW 9 0              | \$ | 4,569.08                  |
| 5/6/2024                         | J2412503          | CALCARD MASTER 0989 4/24            | \$ | 646.35                    |
| 5/9/2024                         | UP240695          | 23/24 COST PLAN-MAY 2024            | \$ | 194.42                    |
| 5/14/2024                        | 10592699          | AMAZON CAPITAL SERVICES, INC        | \$ | 47.19                     |
| 5/14/2024                        | 10592699          | AMAZON CAPITAL SERVICES, INC        | \$ | 61.41                     |
| 5/16/2024                        | 10592933          | VERIZON WIRELESS                    | \$ | 52.51                     |
| 5/16/2024                        | 10592883          | AMAZON CAPITAL SERVICES, INC        | \$ | 24.77                     |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 250.00                    |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 359.98                    |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 1,454.35                  |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 34.27                     |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 34.27                     |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 905.37                    |
| 5/17/2024                        | F2400086          | HR Payroll 2024 BW 10 0             | \$ | 4,569.08                  |
| 5/21/2024                        | 10592996          | ASSOCIATION OF MONTEREY BAY AREA GO | \$ | 1,500.00                  |
| 5/28/2024                        | 10593337          | AMAZON CAPITAL SERVICES, INC        | \$ | 61.94                     |
| 5/31/2024                        | F2400090          | HR Payroll 2024 BW 11 0             | \$ | 250.00                    |
| 5/31/2024                        | F2400090          | HR Payroll 2024 BW 11 0             | \$ | 368.66                    |
| 5/31/2024                        | F2400090          | HR Payroll 2024 BW 11 0             | \$ | 1,454.35                  |
| 5/31/2024                        | F2400090          | HR Payroll 2024 BW 11 0             | \$ | 34.27                     |
| 5/31/2024                        | F2400090          | HR Payroll 2024 BW 11 0             | \$ | 34.27                     |
| 5/31/2024                        | F2400090          | HR Payroll 2024 BW 11 0             | \$ | 4,569.08                  |
|                                  |                   |                                     |    | 24,421.59                 |

**Siskiyou County Local Transportation Commission**  
 Report of Revenues Expenditures

Fiscal Year 24

May 1, 2024 to May 31, 2024

Item 4B

Fund: 2506

Org: 303020

Regional Planning Assistance

| <u>Transaction Date</u>          | <u>Document #</u> | <u>Document Description</u>       |    | <u>Transaction Amount</u> |
|----------------------------------|-------------------|-----------------------------------|----|---------------------------|
| <u>Revenues Received:</u>        |                   |                                   |    |                           |
| 5/16/2024                        | J2412930          | DEP #008 STATE OF CA OWP Q3 23/24 | \$ | 45,515.98                 |
| 3/31/2024                        | IA244180          | 3RD QTR 23/24 INTEREST C          | \$ | 679.67                    |
|                                  |                   |                                   |    | \$ 46,195.65              |
| <u>Payroll and Expenditures:</u> |                   |                                   |    |                           |
| 5/8/2024                         | 10592441          | GANNETT CALIFORNIA LOCALIQ        | \$ | 455.00                    |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 4,475.94                  |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 2,254.41                  |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 1,164.78                  |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 1,700.20                  |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 915.85                    |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 709.20                    |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS APRIL 24     | \$ | 46.97                     |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS ATP APRIL 24 | \$ | 224.95                    |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS ATP APRIL 24 | \$ | 0.26                      |
| 5/15/2024                        | J2412901          | WRK PRFMED M CUMMINS ATP APRIL 24 | \$ | 2,024.50                  |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 2,484.55                  |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 3,621.14                  |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 3,625.84                  |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 70.45                     |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 1,620.36                  |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 1,009.79                  |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 234.83                    |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS FEB 24       | \$ | 65.75                     |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS ATP FEB 24   | \$ | 94.39                     |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS ATP FEB 24   | \$ | 0.11                      |
| 5/15/2024                        | J2412913          | WRK PRFMED M CUMMINS ATP FEB 24   | \$ | 849.53                    |
| 5/16/2024                        | 10592905          | KENNY & NORINE, A LAW CORPORATION | \$ | 441.00                    |
| 5/21/2024                        | 10593042          | CUMMINS, MELISSA                  | \$ | 334.26                    |
| 5/28/2024                        | 10593353          | DEUTSCH, BRUCE R.                 | \$ | 59.23                     |
| 5/29/2024                        | 10593441          | TAVALERO, SUSAN                   | \$ | 37.39                     |
| 5/30/2024                        | 10593448          | ALTA PLANNING + DESIGN INC        | \$ | 22,878.06                 |
|                                  |                   |                                   |    | \$ 51,398.74              |

**Siskiyou County Local Transportation Commission**  
 Report of Revenues Expenditures

Fiscal Year 24

May 1, 2024 to May 31, 2024

**Item 4C**

Fund: 2536

Org: 303021

Local Transportation Funds

| <b>Transaction Date</b>   | <b>Document #</b> | <b>Document Description</b>   | <b>Transaction Amount</b> |
|---------------------------|-------------------|-------------------------------|---------------------------|
| <u>Revenues Received:</u> |                   |                               |                           |
| 3/31/2024                 | IA244180          | 3RD QTR 23/24 INTEREST        | \$ 483.97                 |
| 5/24/2024                 | J2413325          | STATE MAR 2024 ALLOC 1/4% LTF | \$ 164,426.29             |
|                           |                   |                               | <u>\$ 164,910.26</u>      |
| <u>Expenditures:</u>      |                   |                               |                           |
| 5/24/2024                 | J2413325          | STATE MAR 2024 ALLOC 1/4% LTF | \$ 164,426.29             |
|                           |                   |                               | <u>\$ 164,426.29</u>      |



**Siskiyou County Local Transportation Commission**  
 Report of Revenues Expenditures

Fiscal Year 24

May 1, 2024 to May 31, 2024

**Item 4D**

Fund: 2537

Org: 303022

Regional Surface Transportation Block Grant

| <u>Transaction Date</u> | <u>Document #</u> | <u>Document Description</u> | <u>Transaction Amount</u> |
|-------------------------|-------------------|-----------------------------|---------------------------|
|-------------------------|-------------------|-----------------------------|---------------------------|

Revenues Received:

|           |          |                                 |               |
|-----------|----------|---------------------------------|---------------|
| 5/14/2024 | J2412775 | DEP #007 STATE OF CA RSTP 23/24 | \$ 129,455.00 |
|-----------|----------|---------------------------------|---------------|

|  |               |
|--|---------------|
|  | \$ 129,455.00 |
|  | \$ 129,455.00 |

Expenditures:

None this period.

|  |      |
|--|------|
|  | \$ - |
|  | \$ - |

**Siskiyou County Local Transportation Commission**  
Report of Revenues Expenditures

Fiscal Year 24

May 1, 2024 to May 31, 2024

**Item 4E**

Fund: 2538

Org: 303023

State Transit Assistance

| <u>Transaction Date</u> | <u>Document #</u> | <u>Document Description</u> | <u>Transaction Amount</u> |
|-------------------------|-------------------|-----------------------------|---------------------------|
|-------------------------|-------------------|-----------------------------|---------------------------|

Revenues Received:

None this period.

\$ -

Expenditures:

None this period.

\$ -



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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D: 530.842.8238/C: 530.709.5060

To: Siskiyou County Local Transportation Commission

Agenda Item: 4F

Date: June 11, 2024

Subject: Staff Report from General Services on STAGE and Airports

### **Past Action**

This is a monthly report from Transportation Staff on transit and airport related items.

### **Background**

Staff from Siskiyou County General Services – Transportation Division provide a monthly update on ongoing projects related to STAGE and Airports.

Report for June 11, 2024:

- Nothing to report at this time.

### **Discussion**

If necessary, review any items the Commission wishes to seek clarification on.

### **Recommendation**

None. This is an information item only.

Attachments (0)



**Siskiyou County Local Transportation Commission**  
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To: Siskiyou County Local Transportation Commission

Agenda Item: 4G

Date: June 11, 2024

Subject: Report of Activities by Commission Staff through June 5, 2024

**Past Action**

As requested by the Commission staff are providing the following summary of activities since the last meeting.

**I. Commission Activities:**

- Provided training to local agency staff on Caltrans invoicing for projects.
- Attended the California Transit Association's Spring Legislative Conference in Sacramento on May 21, 2024.
- Submitted the FY 2024/2025 unmet transit needs documentation to the State on May 20, 2024.
- Researched resources to gather information regarding the Butte Valley unmet transit needs for seniors.
- Reviewed project information related to a planning commission appeal at the request of the Planning Director.
- Attended an Advanced Clean Fleets TRIG session on Friday, May 31, 2024, related to the regulations and proposed outreach to fleet owners.
- Developed TDA claim forms for Local Transportation Funds and State Transit Assistance.

**II. Regional Surface Transportation Program (RSTP)**

- Prepared compliance statement agreements for recipients of latest allocation and sent to them for approval.
- Met with representatives of the Collier Interpretive and Information Center regarding a proposed project.

**III. Overall Work Program**

- Prepared and submitted final packet for FY 2024/2025 Overall Work Program to Caltrans.

**IV. Coordination Activities:**

- Attended a meeting with the City of Tulelake and Caltrans on a future housing development and impacts on local roads and the State Route 139.
- Virtually attended the Regional Transportation Planning Agencies meeting on May 15, 2024.
- Monthly coordination meeting with Caltrans staff on May 20, 2024.
- Attended the Happy Camp Completes Streets Project Development Team meeting on May 20, 2024.
- Attended the Montague CAPM Project Development Team meeting on May 22, 2024.
- Attended the Jobs First Workshop in Yreka on May 22, 2024.

**V. Pavement Management System Update**

- Reviewed the Quality Control Plan from NCE.



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- Attended the M&R Meeting with NCE and representatives from Siskiyou County Public Works on June 3, 2024.

**VI. Active Transportation Plan Grant:**

- Attended Project Management meetings with Alta Planning on May 20<sup>th</sup>, and May 29, 2024.
- Attended the Siskiyou Healthy Aging Fair on May 15, 2024.
- Submitted Invoice #3 to Caltrans, then subsequently met with Caltrans to review invoice.

**VII. Regional Transportation Improvement Program**

- Correspondence between Caltrans D2, Siskiyou County Public Works, and CTC staff regarding funding for a STIP project.

**VIII. Regional Transportation Plan**

- Drafted flyer for Airport Open House.
- Compiled list of airport stakeholders and sent notices with the flyer for upcoming open house on July 10, 2024.

**IX. Upcoming Items**

- Submit the 4<sup>th</sup> quarter and year end close out for the FY 2023/2024 Overall Work Program to Caltrans.
- Continue development of materials for the Airport Needs Open House scheduled for July 10, 2024.
- Draft the request for proposals for the Regional Transportation Plan update.

**Discussion**

If necessary, review any items the Commission wishes to seek clarification on.

**Recommended Action**

None. This is an information item only.

Attachments (0)



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To: Siskiyou County Local Transportation Commission

Agenda Item: 4H

Date: June 11, 2024

Subject: Approval of Minutes for Previous SCLTC Meetings

**Past Action**

Not applicable.

**Background**

Staff is submitting the enclosed minutes for the May 14, 2024, meeting for review and approval by the Commission.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

Approval of minutes, with amendments, if necessary.

**Attachments (1)**

- Minutes of the Siskiyou County Local Transportation Commission meeting on May 14, 2024.



**Siskiyou County Local Transportation Commission**  
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Minutes of the Siskiyou County Local Transportation Commission

Date: May 14, 2024

The Siskiyou County Local Transportation Commission meeting of May 14, 2024, was called to order by Commissioner Deutsch at 10:30 a.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Bruce Deutsch  
Nancy Ogren  
Susan Tavalero  
Ed Valenzuela

Commissioners absent from the meeting:

Michael Kobseff  
Paul McCoy  
Julia Mason (Alternate)  
Brandon Criss (Alternate)

Other Staff Present In-Person:

Melissa Cummins, Executive Director  
Andy Gilman, Transportation Services Coordinator

The agenda items included:

- 1) Roll Call – Commissioner Deutsch called the meeting to order at 10:31 a.m.  
Commissioners present included Deutsch, Ogren, Tavalero, and Valenzuela.
- 2) Pledge of Allegiance
- 3) Presentation from the Public - None
- 4) Consent Agenda Items  
Fiscal Reporting – Informational Only - Reports of Expenditures and Revenues from April 1, 2024, to April 30, 2024, for:
  - A. Local Transportation Commission (Fund: 2505)



**Siskiyou County Local Transportation Commission**  
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- B. Regional Transportation Planning (Fund: 2506)
- C. Local Transportation Funds (Fund: 2536)
- D. Regional Surface Transportation Block Grant Program (Fund: 2537)
- E. State Transit Assistance (Fund: 2538)

Regular Informational Items

- F. Transportation Staff Report - Monthly report from General Services on transportation activities and ridership.
- G. Commission Staff Report - Monthly report from Executive Director on activities, reporting, and other projects.

Consent Agenda Action Items

- H. Approval of Minutes of the Regular Meeting held on February 27, 2024.
- I. Low Carbon Transit Operations Program - Adopt resolution approving the FY 23-24 project list.
- J. Social Services Transportation Advisory Council (SSTAC) Bylaws – Approve bylaws for the Commission’s SSTAC.

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

Ayes: Deutsch, Ogren, Tavalero, Valenzuela  
Noes: None  
Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

- 5) Presentation/Discussion – Caltrans 2024 Construction Update – Presentation of construction projects in the region during the summer 2024 construction season.

Catherine Low, Project Manager, introduced Azeddine Bahloul, Project Manager for eastern Siskiyou County and the 97 corridors.

Commissioner Tavalero asked about the paving project through on State Route 97 through Dorris.





**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Ms. Low provided a presentation to the Commission on state highway needs consultations and numerous projects within the region in different stages (project development, planning, and construction).

Ms. Low answered questions from the Commission and staff on projects during her presentation.

Concerns were expressed by Commissioners regarding construction noise during 24-hour workdays on the Sac Gap bridge. Additionally, concerns were raised regarding the inconsistency of signage and speed limits throughout the various sections of construction zones between Weed and Dunsmuir.

6) Discussion/Action – Regional Surface Transportation Block Grant Program Project Selection – Review project proposals and select project(s) for funding.

Ms. Cummins provided an overview of each of the proposals received from local agencies. She also provided an update on other projects awarded funding last summer.

Commissioner Ogren inquired about a previous allocation to the Collier Interpretive Center. CIIC has a project that is shovel ready. Ms. Cummins will research the previous award to the organization and follow up with Commissioner Ogren.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to award funding as follows:

|   |             |
|---|-------------|
| City of Dunsmuir – Apple Street Overlay | - \$ 74,000 |
| Town of Fort Jones – Scott River Road   | - \$ 55,000 |
| City of Tulelake                        |             |
| - City Hall Parking Lot                 | - \$ 20,000 |
| - C Street (Main to East Alley)         | - \$ 25,000 |
| - E Street/Main Street Intersection     | - \$ 45,000 |

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

7) Discussion/Action – Unmet Needs FY 2024/2025 – Receive recommendation from the Social Services Transportation Advisory Council (SSTAC) and adopt



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resolution documenting findings for unmet transit needs within the region for FY 2024/2025.

Ms. Cummins reviewed the findings from the SSTAC. Some requests required additional outreach necessary to determine if they are reasonable to meet.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Ogren to adopt the resolution outlining the Unmet Transit Needs findings for FY 2024/2025.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

- 8) Discussion/Action – Overall Work Program and Budget for FY 2024/2025 –  
Discussion and direction regarding the draft Overall Work Program for FY 2024/2025 and proposed budget.

Ms. Cummins provided an overview of the funding sources and activities of the program. Commissioner Ogren raised concerns regarding some of the required language in the documents.

A motion was made by Commissioner Deutsch and seconded by Commissioner Valenzuela to adopt the Resolution approving the FY 2024/2025 Overall Work Program; authorize the Executive Director to execute the FY 2024/2025 Overall Work Program Agreement, FY 2024 Certifications and Assurances for FTA Assistance Programs, FY 2024/2025 FHWA and FTA State and Metropolitan Transportation Planning Process Self-Certification, FY 2024/2025 Debarment and Suspension Certification, including future amendments to these documents as necessary; and authorize the Executive Director to make administrative amendments to the OWP that do not increase the budget.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

- 9) Discussion/Action – FY 2024/2025 Recommended Budgets – Discussion and direction regarding Recommended budgets for FY 2024/2025 for the following:



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A. Local Transportation Administration (Fund: 2505)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Local Transportation Administration budget.

A motion was made by Commissioner Valenzuela and seconded by Commissioner Tavalero to adopt the resolution approving the Local Transportation Administration budget (Fund: 2505) for FY 2024/2025 and authorizing the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

B. Regional Planning Assistance (OWP) (Fund: 2506)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Regional Planning Assistance budget.

A motion was made by Commissioner Deutsch and seconded by Commissioner Valenzuela to adopt the resolution approving the Regional Planning Assistance/Overall Work Program budget (Fund: 2506) for FY 2024/2025 and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

C. Local Transportation Fund (Fund: 2536)

Ms. Cummins provided a brief overview of revenues and expenses contained within the Local Transportation Fund budget.

A motion was made by Commissioner Ogren and seconded by Commissioner Tavalero to adopt the resolution approving the Local Transportation Fund budget



**Siskiyou County Local Transportation Commission**  
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(Fund: 2536) for FY 2024/2025 and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

**D. Regional Surface Transportation Block Grant Program budget (Fund: 2537)**

Ms. Cummins provided a brief overview of revenues and expenses contained within the Regional Surface Transportation Block Grant Program budget.

Ms. Cummins requested an amendment to the 630YTD amount for the State Other budget line item due to receipt of state revenues on May 13, 2024, that were not originally expected until after July 1<sup>st</sup>.

The resolution amounts were changed to revenue of \$ 251,241. The expense amount remains the same.

A motion was made by Commissioner Deutsch and seconded by Commissioner Tavalero to adopt the resolution approving the Regional Surface Transportation Block Grant Program budget (Fund: 2537) for FY 2024-2025 and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.

Ayes: Deutsch, Ogren, Tavalero, Valenzuela

Noes: None

Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

**E. State Transit Assistance budget (Fund: 2538)**

Ms. Cummins provided a brief overview of revenues and expenses contained within the State Transit Assistance budget.

A motion was made by Commissioner Tavalero and seconded by Commissioner Valenzuela to adopt the resolution approving the budget for FY 2024-2025 for the State Transit Assistance budget (Fund: 2537) and authorize the Auditor-Controller to establish the budget as outlined in the resolution and Attachment A.



**Siskiyou County Local Transportation Commission**  
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Ayes: Deutsch, Ogren, Tavalero, Valenzuela  
Noes: None  
Absent: Criss, Kobseff, Mason, McCoy

Motion passed unanimously.

10) Other Business

a) Executive Director – Other Updates

The Executive Director added the following items to the staff report:

Ms. Cummins reported out regarding the North State Super Region meeting on April 26, 2024, which included discussions with Congressman LaMalfa.

During a visit to the Shasta Regional Transportation Agency's Board of Directors meeting. During a transit funding presentation their staff mentioned a recent change in legislation that allows transit operators to include non-state grants in their farebox recovery ratio calculations. Staff will continue to seek clarification on this item.

At a previous meeting Commissioner Tavalero requested information on the ridership related to service between McCloud and Mt Shasta for high school students. Mr. Gilman provided information to Commissioner Tavalero.

Staff are planning an open house to solicit input from the region's airport stakeholders. The open house is tentatively planned for Tuesday, June 25, 2024. Commissioner Ogren asked about the possibility of pushing this event out due to a conflict with her schedule.

b) Other Business

Commissioner Deutsch reported that Mia Lewis, graduate student from UCLA, had a successful visit. She was able to connect with staff from STAGE, Commissioner Tavalero, City Manager Jason Ledbetter and Juliana Lucchesi from the City of Yreka. He has a copy of her draft report and is requesting she be added to the next agenda to present her findings.

c) Next Regular Meeting – Tuesday, June 11, 2024, at 10:30 a.m. PST

11) Adjourn – Chair Deutsch adjourned the meeting at 11:32 a.m.



**Siskiyou County Local Transportation Commission**  
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To: Siskiyou County Local Transportation Commission

Agenda Item: 5

Date: June 11, 2024

Subject: Caltrans Clean California Presentation

**Past Action**

None.

**Background**

Kristin Robinson, Clean California Coordinator for Caltrans District 2, will present an update to the Commission on the Clean California Program and activities within the region.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

Presentation and discussion only.

**Attachments (1)**

- Clean California presentation for the Siskiyou region.



**CLEAN CALIFORNIA**

*IT'S NOT ABOUT THE TRASH – IT'S ABOUT THE RELATIONSHIPS...WHICH IMPACTS ALL OF US*

\*\*All stats are from July 1, 2021 – May 28, 2024

1

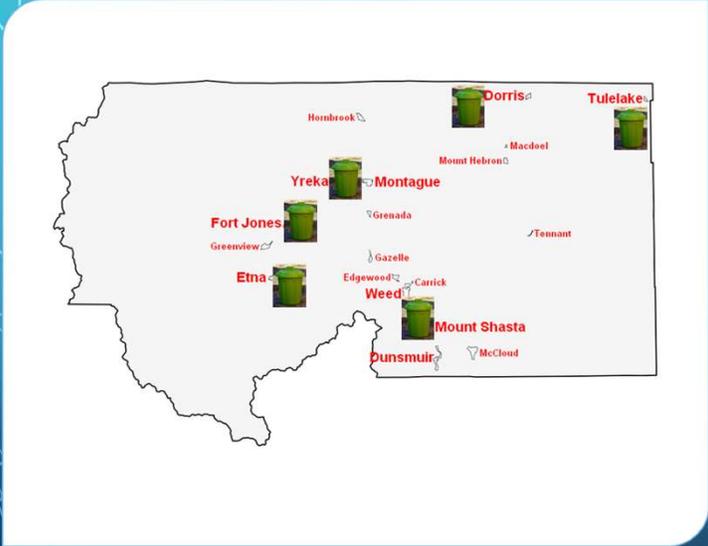


**CLEAN CA PROGRAM PORTFOLIO**

- Job Creation**
  - SAM (Service Area Maint.) crews
  - SPP (Special Programs People) crews
- Litter Abatement**
  - Dump Days
  - Adopt A Highway – new adoptions
- Beautification Projects**
- Local Grant Projects**

2

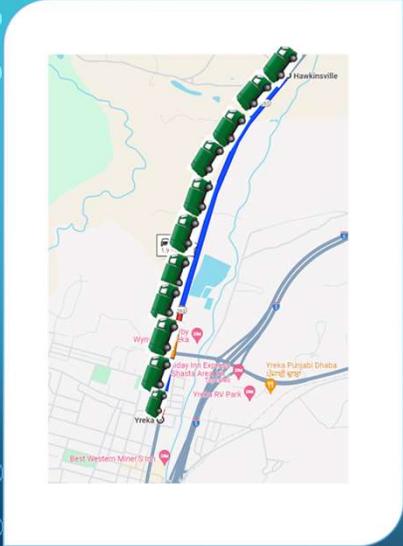
## DUMP DAYS SISKIYOU COUNTY



**Siskiyou Co.: 26 total**

**D2: 76 total**  
**D2: 36 goal**

3



- Total cubic yards for Siskiyou Co: 5,766.39
- 577 10-yard dump trucks
- Equivalent to 2 miles of 10-yard dump trucks bumper to bumper (Yreka to Hawkinsville)

4





Clean CA elements of the Yreka Rehab Project

Decorative Lighting

Stamped and colored concrete islands and crosswalks



7

QUESTIONS & ANSWERS

8



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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To: Siskiyou County Local Transportation Commission

Agenda Item: 6

Date: June 11, 2024

Subject: Presentation by Ms. Mia Lewis – Revitalizing Rural Transit

**Past Action**

The Commission agreed to participate in a project through the UCLA Capstone program with Ms. Mia Lewis. The goal of the project was to develop a revitalization plan that better serves the South County and supports transit travel for locals, as well as tourists.

**Background**

Ms. Mia Lewis will attend virtually to present her draft report findings to the Commission.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

Presentation and discussion only.

**Attachments (1)**

- Revitalizing Rural Transit report prepared by Ms. Mia Lewis.

UNIVERSITY OF CALIFORNIA  
Los Angeles

**Revitalizing Rural Transit**  
Transit Analysis and Recommendations for Siskiyou County, California

A comprehensive project submitted in partial satisfaction of the requirements for the degree Master of Urban and Regional Planning

by  
Mia Lewis

Client: Siskiyou County Local Transportation Commission  
Project Advisor: Juan Matute, UCLA ITS

LAST UPDATED 06/02/2024

Disclaimer: This report was prepared in partial fulfillment of the requirements for the Master in Urban and Regional Planning degree in the Department of Urban Planning at the University of California, Los Angeles. It was prepared at the direction of the Department and of the Siskiyou County Local Transportation Commission as a planning client. The views expressed herein are those of the authors and not necessarily those of the Department, the UCLA Luskin School of Public Affairs, UCLA as a whole, or the client.

*Special thanks to Bruce Deutsch of the Siskiyou County Local Transportation Commission for your long-standing support and facilitation of this project.*

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## Executive Summary

This client project aims to provide actionable recommendations for improving public transportation in Siskiyou County by leveraging data analytics, case studies, and innovative transportation models. The primary focus is on developing strategies to increase ridership, optimize route coverage, and enhance overall system efficiency while considering the unique challenges of provisioning rural transit.

The project employs a multi-faceted approach, including quantitative data analysis using LODES, Google Maps POI, and STAGE transit data, a comprehensive literature review of case studies highlighting successful rural transit initiatives, and an assessment of the current transit system's accessibility and connectivity to key points of interest. Semi-structured interviews with local planners, city officials, and transit professionals provide valuable insights into the current state of transit and inform the subsequent recommendations.

The access analysis reveals varying levels of transit accessibility for different points of interest, with significant gaps in coverage for lodging, tourist attractions, home locations, and work locations. The routing analysis proposes strategic interventions, such as a South County Hub-and-Spoke System, Siskiyou Seasonal Explorer Programs, partnered and subsidized rideshare, and community engagement initiatives.

The project identifies numerous grant funding opportunities that Siskiyou County can pursue to support the implementation of the proposed transit enhancements, including the FTA Section 5311 Formula Grants for Rural Areas, the Caltrans Sustainable Transportation Planning Grant Program, and the California State Transportation Agency Transit and Intercity Rail Capital Program, among others.

By implementing these data-driven recommendations and leveraging the identified funding opportunities, Siskiyou County can create a more efficient, accessible, and user-friendly public transportation system that effectively meets the needs of its residents and visitors, ultimately enhancing mobility, supporting economic development, and improving the overall quality of life for its communities.

## I. Introduction

### Background

Siskiyou County is a rural county in Northern California with a population of approximately 44,000 people, and a land area of 6,347 square miles (70 miles north to south). The county is known for its scenic and diverse geography, including the Klamath Mountains, Cascade Range, and most notably, Mount Shasta. The county's economy is primarily driven by agriculture, forestry, and tourism, with the population spread across several small cities and unincorporated communities.

Siskiyou County's demographic profile skews older, with a median age of 47.2 years, compared to the California median of 36.5 years (U.S. Census Bureau, 2022). This aging population presents unique challenges for the public transit system, as older residents may have increased mobility needs and a greater reliance on public transportation. The county experiences hot, dry summers and cold, wet winters, with higher elevations receiving significant snowfall during the winter months.



The county's public transit system faces significant challenges due to its large land area, extreme weather conditions, limited financial resources, and the diverse needs of both long-time residents and tourists, particularly those in South County cities such as Dunsmuir, Mt. Shasta, and McCloud. The vast distances between communities and the dispersed population make it difficult to provide efficient and cost-effective transit services, while the county's limited financial resources constrain the ability to invest in and expand the public transit system.

Despite these challenges, Siskiyou County recognizes the importance of providing accessible and reliable public transportation to its residents and visitors. The county's transit system, operated by the Siskiyou Transit and General Express (STAGE), offers weekday fixed-route services along the I-5 corridor to connect communities and provide access to essential services, such as healthcare, education, and employment opportunities.

### Research Question



This project aims to provide actionable recommendations for improving public transportation in Siskiyou County by leveraging data analytics, case studies, and innovative transportation models. The primary focus is on developing strategies to increase ridership across key groups, optimize route coverage, and enhance the overall system efficiency while considering the unique challenges of provisioning rural transit. The central research question driving this analysis is: *How can rural municipalities like Siskiyou County utilize data-driven insights, best practices from successful case studies, and innovative transportation models to improve mobility, accessibility, and overall transit service quality for both residents and tourists?*

| City       | Population | Median Age | Median Household Income | Med. Commute Time (min) | Cars per Household | Top Industries  |
|------------|------------|------------|-------------------------|-------------------------|--------------------|---|
| Dunsmuir   | 1,826      | 37.3       | \$39,737                | 18.2                    | 2                  | 1. Office & Administrative Support, 2. Management Occupations, 3. Healthcare Support                              |
| McCloud    | 870        | 52.8       | \$41,950                | 18.8                    | 2                  | 1. Accommodation & Food Services, 2. Health Care & Social Assistance, 3. Agriculture, Forestry, Fishing & Hunting |
| Mt. Shasta | 3,247      | 58.7       | \$45,020                | 14.2                    | 2                  | 1. Health Care & Social Assistance, 2. Retail Trade, 3. Professional, Scientific, & Technical Services            |
| Weed       | 2,870      | 41.7       | \$28,857                | 18.9                    | 2                  | 1. Manufacturing, 2. Health Care & Social Assistance, 3. Accommodation & Food Services                            |
| Yreka      | 7,807      | 35.6       | \$44,444                | 14.3                    | 2                  | 1. Health Care & Social Assistance, 2. Public Administration, 3. Accommodation & Food Services                    |

*data.io (2021)*

To address this question, this project will:

- Conduct an in-depth analysis of the current challenges faced by Siskiyou County's transit system, including:
  - Examining factors contributing to low ridership levels and underutilization of transit services
  - Assessing the impact of extreme weather conditions and climate on transit operations and ridership
  - Evaluating the limitations of the current route coverage and its effect on accessibility for residents and tourists
  - Identifying the specific needs and challenges of key demographic groups, such as commuters, students, the elderly, and visitors
- Employ a multi-faceted approach to analyze these challenges, incorporating:

- Quantitative data analysis using LODS, Google Maps POI, and STAGE transit data to identify trends, patterns, and areas for improvement in the current transit system
- A comprehensive literature review of case studies highlighting successful rural transit initiatives to identify best practices and potential solutions that can be adapted to Siskiyou County's context
- An assessment of the current transit system's accessibility and connectivity to key points of interest, including employment centers, medical facilities, educational institutions, and tourist attractions
- Develop a comprehensive set of data-driven recommendations for revitalizing Siskiyou County's rural public transit system, with an emphasis on:
  - Exploring route optimization techniques to enhance service coverage and accessibility, particularly for underserved areas and popular destinations
  - Proposing innovative approaches to increase ridership
  - Identifying strategies for enhancing operational efficiency and cost-effectiveness
  - Locating potential funding sources to support the implementation of proposed recommendations

By addressing these key points, this project seeks to provide Siskiyou County with actionable recommendations for revitalizing its rural public transit system and providing a more efficient, accessible, and user-friendly service.

## **II. Qualitative Methods**

### **Literature Review**

A comprehensive literature review was conducted to examine the current state of academic and non-academic literature on rural transit, with a focus on funding, ridership, and accessibility. The review also included an analysis of case studies documenting successful rural transit improvement projects and an exploration of potential grant funding opportunities. The literature was sourced from various databases and resources, with the RTAP Resource Library proving particularly valuable in providing recent and relevant literature specific to rural America. The literature review aimed to establish a solid foundation for understanding the challenges and opportunities associated with rural transit systems.

### **Interview Methodology**

Semi-structured interviews were conducted with local planners, city officials (including mayors and city managers), and transit professionals from various Siskiyou County organizations to gain insights into the current state of transit. Interview questions were tailored to each interviewee's area of expertise, allowing for an open and candid discussion about their work, the challenges faced by the transit system, and their aspirations for the future. To encourage genuine and honest

dialogue, interviews were not recorded or directly transcribed; instead, major themes and points of discussion were documented throughout each interview. The data collected from these interviews were used to inform and guide the subsequent recommendations for grant funding, projects, and routing improvements. This qualitative approach aimed to provide a comprehensive understanding of the local transit landscape and to ensure that the recommendations were grounded in the experiences and expertise of key stakeholders.

### **III. Literature Review**

This literature review examines strategies to enhance rural public transportation in Siskiyou County, focusing on funding, ridership, local transportation case studies, and strategic planning.

#### **1. Funding and Farebox Recovery**

Funding and farebox recovery are critical issues for rural transit agencies. The UCLA Institute of Transportation Studies' critique of the Transportation Development Act (TDA) in California highlights the limitations of focusing solely on farebox recovery as a performance metric (Gahbauer et al., 2021). The study suggests that this narrow focus can discourage initiatives to increase ridership and improve service quality. Instead, the authors propose a comprehensive suite of performance metrics, including service accessibility, customer satisfaction, operational efficiency, service reliability, safety and security, environmental impact, and innovation and adaptation.

Ripplinger (2012) also emphasizes the distinct economic, policy, and administrative challenges faced by rural transit systems, underlining the need for innovative funding solutions tailored to the unique needs of rural communities. The study highlights the significant increase in federal funding for rural transit from 2001 to 2011, and subsequent scrutiny over efficiency and funding levels. It provides economic justifications for government involvement in rural transit and emphasizes the critical role of states in managing federal programs. For Siskiyou County, this suggests the importance of leveraging state and federal funding opportunities, while also exploring local partnerships and revenue sources to support transit services.

#### **2. Ridership**

In a 2007 report, the National Academies of Sciences, Engineering, and Mathematics examine effective strategies for enhancing transit ridership, emphasizing a blend of internal and external approaches. The report advocates for transit agencies to refine their service design, develop strategic marketing campaigns, and optimize pricing structures to actively stimulate ridership growth. These internal strategies are critical for making public transportation more appealing and accessible to potential users.

However, the report identifies several external factors which can impact transit demand even more profoundly. These include economic conditions, which influence public transportation usage rates during times of economic growth or recession; the availability of alternative transportation modes, such as biking, ridesharing, or driving; and land-use patterns, which affect the density and distribution of work, home, and leisure spaces.

### **3. Local Transportation Case Studies**

#### *3.1 Victor Valley, California*

In 2016, the Victor Valley Transit Authority (VVTA) launched the Route 200 Needles Link service to connect the remote city of Needles with Barstow and Victorville in San Bernardino County, California. This service was specifically designed to assist transit-dependent residents of Needles in accessing court hearings, coordinating with the court system to schedule Needles residents' appointments exclusively on Fridays—the same day the service operates. The introduction of the Needles Link has been positively received by the community, and there are ongoing discussions about potential expansion to meet growing demand. This initiative showcases a targeted approach and consolidating demand to address specific transportation needs within a rural community.

#### *3.2 Lake County, California*

The Lake Transit Authority (LTA) in Lake County, California (population of approximately 65,000) operates a comprehensive public transit system that includes fixed-route buses, dial-a-ride services, and a community college shuttle bus. The LTA has focused on improving accessibility and mobility for its residents, particularly seniors, individuals with disabilities, and low-income populations. The agency has implemented innovative strategies such as a volunteer driver program, which provides mileage reimbursement for approved volunteer drivers who transport seniors and individuals with disabilities to medical appointments and other essential services (LTA, 2021).

#### *3.3 Nelson, British Columbia, Canada*

Nelson, a small city in B.C., with a population of 10,000, implemented a successful rural paratransit system called the "Nelson and Area Transit System" (NATS) (Plazinic & Jovic, 2019). The system combines fixed-route and demand-responsive services particularly for seniors and individuals with disabilities. Key strategies include 1) flexible routing and demand-responsive services that adapt to the diverse mobility needs of rural residents, 2) strong community partnerships with local organizations, healthcare providers, and senior centers, and 3) a focus on understanding and responding to local needs through ongoing community engagement and outreach.

#### *3.4 Kalispell, Montana*

Kalispell, a city with a population of 25,000, implemented a successful demand-response transit system called Mountain Climber/Eagle Transit (KFH Group, 2018). The system serves seniors, individuals with disabilities, and the general public, and has achieved success through strong partnerships with local organizations, such as senior centers, healthcare providers, and human service agencies, a diversified funding mix, including federal, state, and local sources, as well as fare revenues and contracts with partner organizations, the use of advanced scheduling and dispatch software to optimize operations and improve service quality, and a focus on providing affordable and reliable transportation to essential services, such as healthcare and shopping.

### *3.5 Allendale County, South Carolina*

Allendale County, a rural county with a population of 9,000, implemented a fixed-route transit system called the Allendale County Scooter (Smalls, 2014). Despite challenges such as limited funding, low population density, and high levels of poverty, the system has succeeded through strong community partnerships with local organizations, businesses, and faith-based groups, creative funding strategies, including grants, local contributions, and partnerships with employers, a focus on providing access to essential services, such as healthcare, education, and employment opportunities, and ongoing community engagement and outreach to build support for the system and identify unmet needs.

### *3.6 Huron County, Ontario, Canada*

Huron County, a rural county with a population of 60,000, implemented a community transportation pilot program focused on the needs of seniors and individuals with disabilities (Marr, 2015). The program used a combined fixed-route and demand-responsive service model and achieved success through a thorough needs assessment that engaged the community and identified key transportation gaps and priorities, collaboration with local partners, including healthcare providers, senior centers, and disability organizations, flexible and affordable service options that responded to the diverse needs of intercity routes that connect rural communities to larger towns and transportation hubs, coordination with neighboring transit systems to provide seamless connections and transfer options, integration with active transportation modes, such as bicycling and walking, through bike racks on buses and bus stops located near trails and pedestrian facilities, and partnerships with local tribes, social service agencies, and healthcare providers to identify and serve the transportation needs of specific populations.

### *3.8 Laramie, Wyoming*

Laramie, Wyoming, is a small city with a population of approximately 32,000, home to the University of Wyoming and a growing tourism industry (Saha & Shinstine, 2015). The city's transit system has implemented several strategies to enhance transit services and meet the needs of both residents and visitors, including a comprehensive analysis of the existing bus transit network, identifying inefficiencies and opportunities for improvement, such as closing underutilized stops and redesigning routes to increase efficiency and ridership, proposing a new

loop route to increase ridership without adding buses, exploring partnerships with local businesses and organizations to promote transit services and increase ridership among visitors and tourists, and investing in technology solutions, such as automatic vehicle location systems and passenger information displays, to improve the reliability and accessibility of transit services.

#### **4. Tourism and Transit**

Daigle (2008) explores the relationship between transit and tourism in rural areas, highlighting the importance of integrating transit planning with tourism development strategies. The study emphasizes the need for collaboration between transit agencies, tourism boards, and local businesses to develop services that meet the needs of visitors, such as shuttle services to popular attractions, seasonal routes, and integrated ticketing and information systems.

Kline, Cardenas, Viren, and Swanson (2015) examine the factors that influence tourist satisfaction with transit services in rural areas, based on a case study of the Island Explorer system in Acadia National Park, Maine. The study finds that factors such as frequency of service, ease of use, and quality of information are key drivers of tourist satisfaction with transit. The authors also highlight the importance of marketing and outreach efforts to promote transit services to visitors, as well as the need for ongoing evaluation and improvement based on visitor feedback. For Siskiyou County, this highlights the importance of designing transit services that are easy to use and understand for visitors, as well as investing in marketing and outreach efforts to promote transit options to tourists.

#### **5. Vision and Strategy Development**

Developing a successful rural transit system begins with a comprehensive strategy, as detailed in the Rural Transit Assistance Program (RTAP) guide, *Getting Started: Creating a Vision & Strategy for Rural Transit* (2022). The process first starts by engaging a broad array of community stakeholders, including local businesses, healthcare providers, and educators, to ensure diverse needs are considered. Then, a steering committee of dedicated local leaders guides the project, prioritizing thorough community engagement to map out current and future transportation needs through surveys and data analysis. This phase also involves identifying available resources, such as existing infrastructure and potential funding sources, to support the initiative. With these elements in place, the committee can then craft a strategic plan that sets clear, actionable goals and regularly updates these objectives to adapt to evolving community needs. The guide asserts that this methodical approach ensures the transit system remains robust, adaptable, and well-supported by the community.

This literature review highlights significant aspects of improving rural transit systems, such as innovative funding mechanisms, targeted strategies to boost ridership, and the importance of comprehensive planning. These strategies will be essential for Siskiyou County to develop an

efficient and sustainable transportation system that addresses the current and future needs of both visitors and residents.

## **IV. Interview Findings**

### **1. Weather and Climate**

Weather was consistently listed as the top factor impacting ridership. The planner, city manager and transit operator (STAGE) all emphasized the extreme weather conditions, particularly snow in the winter months and heat/fire in the summer. The transit operator is looking into utilizing more buses and emergency funding to help community members evacuate in summer wildfires. The transit operator also mentioned challenges with the implementation of EVs, given Siskiyou's heavy snowfall and routes of about 200 mi on average - making both electric and hydrogen buses difficult to implement. They estimated they would need to double their fleet (and workers) in order to accommodate these zero emission buses.

### **2. Ridership**

Current ridership spans across several key groups. All interviewees (Planner, City Manager, Mayor, and Transit Operator) emphasized south-north commuters along I-5, with the south county cities of Dunsmuir, McCloud, Mt. Shasta, and Weed serving as bedroom cities for Yreka. Tourism was a consistently mentioned theme, particularly in the warmer months when there are hikers from the Pacific Crest Trail. This group has been such a key block (presumably because they are traveling without vehicles, and comfortable walking long distances) that STAGE has successfully added extensions in Castella and Etna to accommodate these hikers for the past 4 years. The transit operator also mentioned high school and college student commuters, the elderly, and unhoused community members as frequent riders. The phenomenon of "aging in place" was mentioned by the Planner and Mayor, with many residents having few financial options if they did choose to relocate out of Siskiyou County.

### **3. Recreation and Tourism**

Seasonal routes were mentioned by each interviewee, with a winter emphasis on skiing and snow sports (Mt. Shasta and McCloud) and a summer emphasis on hiking and water-based activities (Lake Siskiyou, South County Local Travel, Campgrounds, PCT Connections). Connections to the Mt. Shasta Ski Park were especially emphasized. The possibility of public-private partnerships was brought up by the transit operator and city manager to meet this need.

### **4. System Accessibility**

System accessibility and education were mentioned by the transit operator, mayor, and city manager. The mayor emphasized the importance of defining system users, surveying needs, building a strong customer base, and transit education - saying politics will be a major driver in Siskiyou's transit quality. The city manager emphasized the importance of maintaining a

consistent schedule, meeting community and budget needs, and advertising transit to the community - possibly using a third party to do so. The transit operator mentioned challenges staffing certain routes, but has been actively hiring and expanding to better accommodate early morning South-North commuters headed to Yreka. They also expressed a desire for more local travel systems, possibly loops with connections to I-5. The transit operator and mayor expressed a strong desire for cashless payment, with the mayor emphasizing its importance in easing the “transit anxiety” tourists may experience.

### **Key Takeaways and Recommendations**

1. Ensure transit maps are digitally available and accessible. Pursue grant funding to upgrade payment systems and explore cashless options.
  - a. Will help in capturing tourists and easing “transit anxiety.”
2. Explore grant funding and scheduling possibilities for seasonal routes.
  - a. STAGE expressed successful projects to community pools, and local champions for a Lake Siskiyou Bus.
  - b. Connect these seasonal route programs to state and federal climate goals such as reduced vehicle travel, equitable access to parks and recreation, and local economic development.
3. Utilize climate/sustainability, safe routes to school, and aging/disability transportation funds to upgrade infrastructure and expand routes.
  - a. Extreme weather conditions impact ridership, making upgrades to bus/stop infrastructure, free/reduced transit funding, and service expansion funding possibilities. Students and the elderly as key populations highlight this need.
4. Consolidate trips for ridership groups when possible.
  - a. While certain groups will be more difficult to capture, such as the elderly and seasonal/service workers, many travel patterns are fairly consistent across groups. Condensing trips for commuters (S-N Yreka commuters, students) and tourists (Ski Parks, Lakes/Campsites, Hikers) could be a way to potentially 1) provide more consistent and easily advertised routes 2) save on operating costs.
    - i. STAGE expressed that it is relatively easy to add new routes and stops *when there is capacity to do so.*

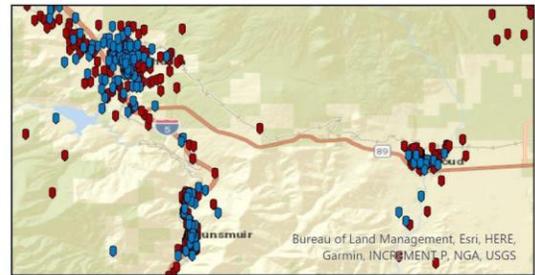
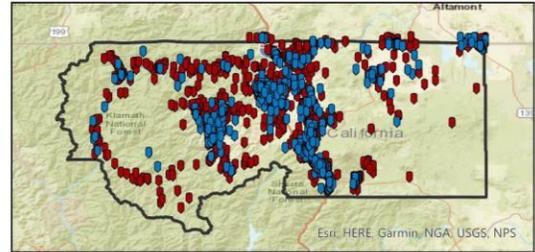
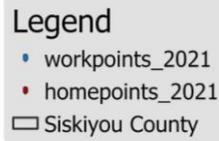
## **V. Quantitative Methods**



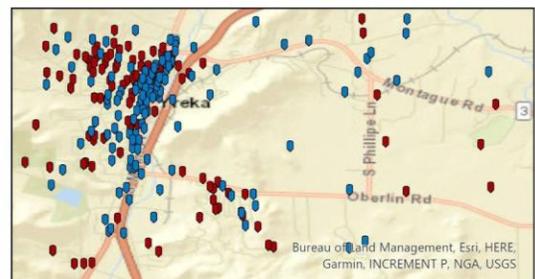
## 1. Data Acquisition

### *LODES Dataset*

The data collection and preparation process for the Siskiyou County transit analysis began by accessing the U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD) program website (<https://lehd.ces.census.gov/>). The LODES (LEHD Origin-Destination Employment Statistics) dataset for the state of California and 2021 (the most recent year data available as of Jan, 2024) was selected. Two specific datasets were chosen: the Workplace Area Characteristics (WAC) dataset, which provides information on employment patterns within Siskiyou County, and the Residence Area Characteristics (RAC) dataset, which offers insights into residential distributions at the block level. These datasets were downloaded in CSV format and stored in a designated folder for further processing.



Mount Shasta, Dunsmuir and McCloud LODES Data, 2021



Yreka LODES Data, 2021

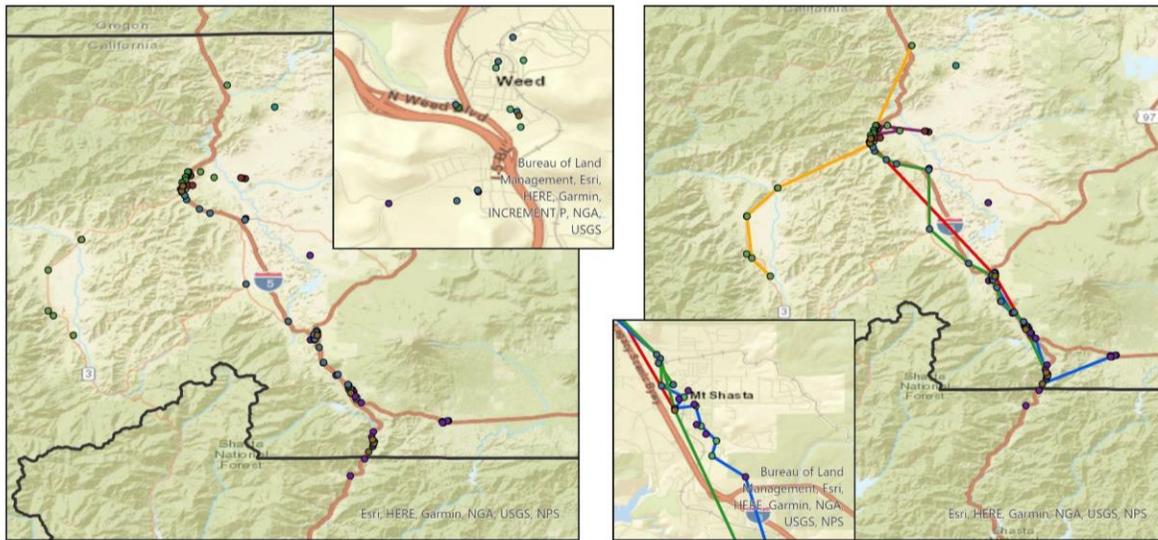
### *Google Maps POI Data*

To supplement the LODES data, Octoparse, a web scraping tool, was utilized to extract points of interest (POIs) data from Google Maps. A new task was created in Octoparse, configured to search for specific POI categories, including (1) Schools, (2) Shopping, (3) Government Facilities, (4) Lodging, (5) Restaurants, (6) Medical Facilities, and (7) 'Things to Do' within Siskiyou County. The task was executed to automatically navigate Google Maps and scrape relevant POI data, including names, addresses, categories, and geographical coordinates. The scraped data was then exported from Octoparse in CSV format and saved in the same folder as the LODES datasets. Since the searches were conducted based on specific categories, the resulting POI data was automatically categorized, eliminating the need for manual categorization.

### *STAGE Transit Data*

To analyze the existing transit network, shapefiles of the STAGE transit lines were created using ArcGIS Pro. Stop locations were manually obtained from the STAGE route list and assigned coordinate points from Google Maps searches.





Existing Stage Transit Stops and Point-to-Point routing for analysis purposes.



directly point-to-point rather than along roadways, failing to gather certain route complexities, but largely capturing bus routing along existing roadways within a half-mile buffer.

### Layer Creation

This process resulted in the created of 3 distinct data groups: Points of Interest for both tourists and residents (schools, shopping, government facilities, lodging, restaurants, medical facilities, and things to do), LODES data (Siskiyou County work and home block locations), and STAGE transit data (bus stops and approximated bus routes.) This data was used to perform the following quantitative and quantitative analysis exercises detailed in the following sections.

## VI. Access Analysis

To determine the approximate service area of STAGE transit lines (noting the limitations listed in section 5), a 0.5-mile buffer was generated around each stop and line using ArcGIS Pro. This buffer represents the area within a reasonable (~10 minute) walking distance from the transit stops (Untermann, 1984).

Using ArcGIS Pro’s Intersect function, the POI and LODES data points were then joined with the 0.5-mile transit buffer to determine the percentage of locations currently accessible via STAGE bus routes, and a reasonable walking distance for transit users.

|                              | Total | Within 0.5 Mile Buffer | Accessible By Transit  |
|------------------------------|-------|------------------------|--|
| <b>Schools</b>               | 36    | 27                     |  <b>75%</b> |
| <b>Shopping</b>              | 119   | 115                    |  <b>97%</b> |
| <b>Government Facilities</b> | 87    | 72                     |  <b>83%</b> |
| <b>Lodging</b>               | 132   | 65                     |  <b>49%</b> |
| <b>Restaurants</b>           | 99    | 90                     |  <b>91%</b> |
| <b>Medical Facilities</b>    | 120   | 108                    |  <b>90%</b> |
| <b>Things to Do</b>          | 64    | 16                     |  <b>25%</b> |
| <b>Home Locations</b>        | 1822  | 697                    |  <b>38%</b> |
| <b>Work Locations</b>        | 601   | 320                    |  <b>53%</b> |

The access analysis revealed varying levels of transit accessibility for different POI categories in Siskiyou County. Schools (75%), shopping centers (97%), government facilities (83%), restaurants (91%), and medical facilities (90%) showed high accessibility within the 0.5-mile buffer around STAGE transit lines. However, significant gaps were identified in transit coverage for lodging (49%), tourist attractions (“things to do”) (25%), home locations (38%), and work locations (53%).

These findings highlight the strengths and weaknesses of the current transit system. While many essential destinations like schools, shopping, and healthcare are well-served, the limited accessibility of lodging and tourist attractions may hinder tourist’s ability to utilize transit. Siskiyou's tourist destinations are primarily nature-based and situated in remote outdoor locations, which poses challenges for providing adequate transit services to these areas. To better serve the tourist population, targeted routes could be implemented by STAGE or another operator to directly connect visitors to these remote destinations, building upon the success of the existing Pacific Crest Trail (PCT) route extensions.

The low accessibility of home and work locations highlights the challenges faced by residents, especially the aging population and job seekers, in accessing services and employment. Expanding transit coverage in residential areas and connecting to key employment centers and services, such as medical and government facilities, could improve quality of life and economic opportunities for local residents.

## **VII. Routing Analysis**

### **Existing Transit Accessibility:**

- a. Dunsmuir:

- Current Access: LODES (Longitudinal Employer-Household Dynamics) points and Points of Interest (POIs) are generally well-served by existing transit, indicating good coverage within the town center.
- b. Mt. Shasta:
- Current Access: Coverage is less comprehensive, with only about 50% of LODES points and two-thirds of the POIs currently accessible by transit routes.
- c. McCloud:
- Current Access: Approximately two-thirds of residential areas are accessible, though key attractions like mountain trailheads and ski parks remain outside the accessible areas, highlighting a gap in service to significant tourist destinations.
- d. Weed:
- Current Access: While POIs are almost entirely accessible, only about half of the LODES points are within a 0.5 mile of transit stops.
- e. Yreka and Montague:
- Current Access: Most areas are well-covered, though some homes in the northern regions are outside the effective service buffer, potentially isolating certain residents from essential services.

## Proposed Strategic Interventions:

### 1. South County Hub-and-Spoke System

This system aims to improve connectivity by establishing a central transit hub in the city of Mt. Shasta, with strategic spoke routes connecting outwards to the surrounding communities of Yreka, Weed, Dunsmuir, and McCloud. This model draws upon the success of the Amador Transit model in Sutter Creek, CA, a rural Hub-and-Spoke System with routes that run twice daily.

Mt. Shasta is an ideal location for the central hub due to its centrality and role as a regional draw for both residents and tourists. The hub should be established in the downtown area, or adjacent to amenities (either public or private) such as Wi-Fi, food and beverage, shopping, and restrooms. This will better accommodate passengers during long wait times and allow for easier travel planning.



*Downtown Transit Hub in Juneau, Alaska, Google Maps, 2023*

Infrastructure enhancements at the hub should include covered or enclosed waiting areas with seating, wayfinding devices such as maps and signage, bicycle/pedestrian infrastructure, and designated pick-up/drop-off zones for potential integration with ride-sharing services. Though the Downtown area is fairly dense already, and is within walking distance of existing transit stops, the pedestrian/transit infrastructure is not enough to motivate drivers to use transit. Situating a hub with benches, shade structures, and other amenities in a visible and accessible location will be key to enhancing ridership.

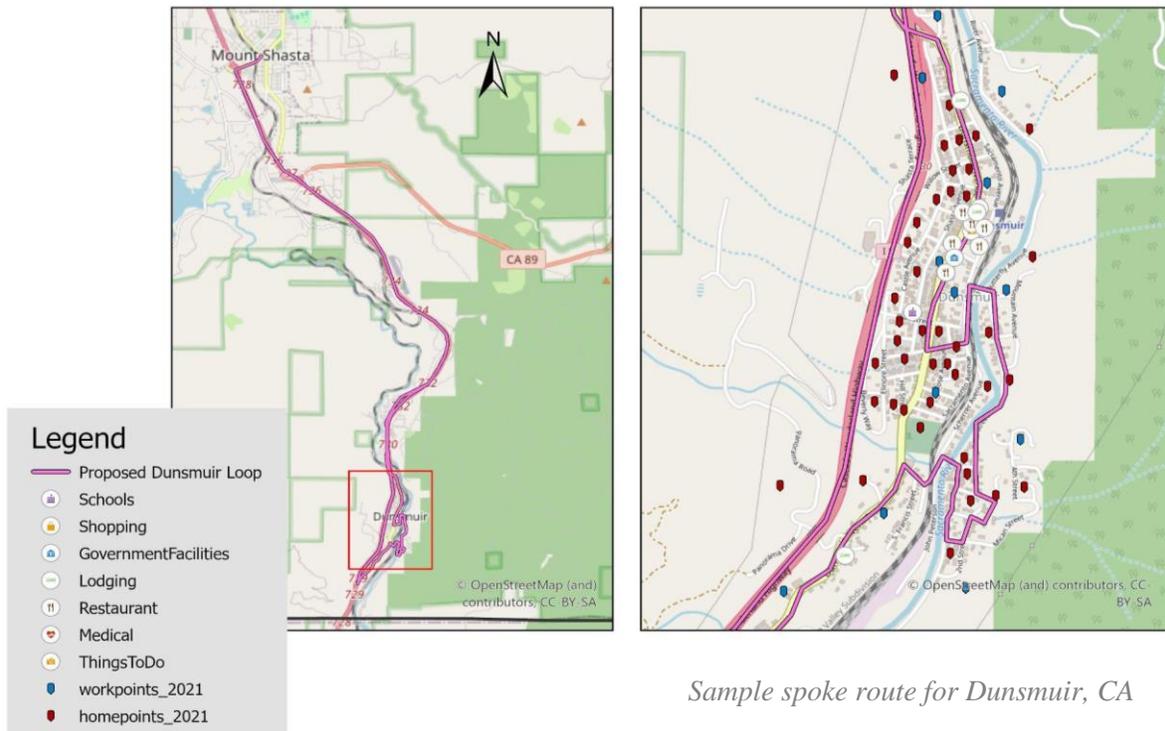


*Rendering of what a potential Mt. Shasta Transit Hub could look like. This sample site is in front of the Mt. Shasta Police Station, features benches, trash cans, shelter, signage, and is adjacent to shops and local eateries. Rendering over Google Maps, 2024*

The proposed spoke routes would connect Mt. Shasta to the following communities:

- **Yreka:** Implement a direct route with limited stops to reduce travel time from Yreka to Montague, Etna, and the Mount Shasta Hub.
  - The county seat, Yreka, has a high concentration of services but struggles to meet the needs of its significant unhoused, aging, and low-income populations. With major improvements underway on the main SR-3 arterial, there is an opportunity to implement pedestrian infrastructure, enhance transit access, and encourage development. Key transit investments should provide accessible service to essential services, affordable housing projects, and leisure destinations to improve mobility and equity for underserved residents.

- **Weed:** Establish a route with stops at points of interest and educational institutions, such as College of the Siskiyous, that connects to the Yreka and Mount Shasta Hubs.
  - Weed, like Yreka, has a significant low-income population and notable Black, Asian, and Native communities, reflecting historical equity concerns. To improve accessibility, key recommended transit stops include College of the Siskiyous, Ray's Market, City Hall, Siskiyou County Food Assistance (Davis Blvd.), Weed High School, and ideally routes serving the Lake Shastina community, as advised by Commissioner Susan Tavalero of the Local Transportation Commission. Prioritizing these locations will help ensure transit serves the needs of disadvantaged residents and connects Weed to surrounding communities.
  
- **Dunsmuir:** Create a route that serves both the downtown and recreational areas.
  - Dunsmuir, a compact town served by Amtrak, albeit at inconvenient hours, holds a charming downtown main street that appeals to both locals and visitors. Transit planning should focus on connecting Dunsmuir's downtown to key destinations like Mount Shasta and Yreka, while also ensuring that elderly residents in the more sprawling neighborhoods beyond downtown have reliable access to transportation services. This could potentially occur through ADA transportation programs, enabling aging residents to reach essential amenities and maintain their independence. Ideally, transit should provide convenient connections to popular outdoor recreation spots such as Hedge Creek Falls within Dunsmuir and the nearby Pacific Crest Trailhead in Castella.



*Sample spoke route for Dunsmuir, CA*

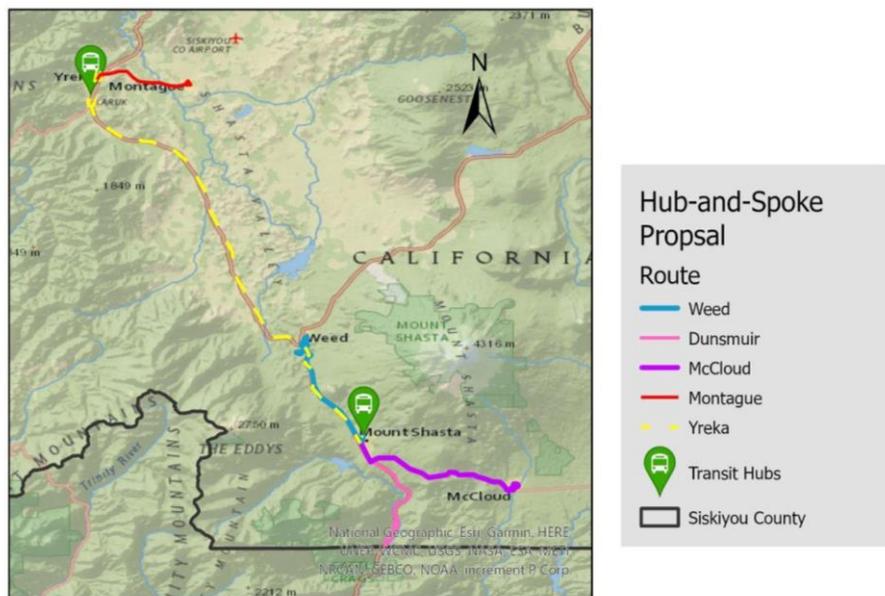
- This sample route for Dunsmuir Begins up near the Cedar Lodge Motel and Hedge Creek Falls area, runs down Dunsmuir Avenue through Downtown Dunsmuir, and over to Butterfly Avenue East of the Sacramento River. It then runs South to Mican Street, and back up South 1st Street. The route could then run South to the Dunsmuir Railroad Park Resort (likely an on-call stop) and would finish by traveling back north to the proposed Mt. Shasta Transit Center. This route covers both tourist (access to shops, restaurants and natural attractions) and resident (work/medical travel, efficiency, and neighborhood access) needs.
- McCloud: Develop a route that connects residential and recreational areas to the hub and other essential services.
  - McCloud, a historic logging town near Mount Shasta, could benefit from a transit route connecting its residential areas to job centers, schools, and recreation in neighboring communities via the Mount Shasta Hub. Seasonal transit connections to popular outdoor destinations like the McCloud River Waterfalls could be greatly beneficial in enhancing access to nature and supporting local tourism.

To optimize efficiency and reduce operational costs, these spoke routes should be designed to consolidate demand during peak school and work commuter times, and ideally, the travel patterns of other transit riders. This may include medical appointments, recreation and hospitality workers, and tourists.

To ensure seamless connectivity, the South County Hub-and-Spoke System should collaborate with regional transit agencies to coordinate schedules, offer combined ticketing options, and provide clear information on transfer points.

A comprehensive marketing and outreach campaign should be

developed to promote the benefits of the hub-and-spoke system to the community, highlighting convenience, cost savings, and environmental benefits. Partnering with local employers and institutions to encourage transit use among employees and students, as well as offering incentives such as discounted fares or loyalty programs, can further boost ridership.





## 2. Siskiyou Seasonal Explorer Programs:

In addition to the South County Hub-and-Spoke System, Siskiyou County should consider implementing ‘Seasonal Explorer Programs’ to enhance transit options for tourists and support the local industry. The routes would operate during peak tourist seasons, aligning with local events and popular travel times. By providing convenient access to natural and recreational sites, these routes would encourage visitors to use public transportation, reducing traffic congestion and parking issues at popular destinations.

The Siskiyou Seasonal Explorer Programs could include two main types of routes:

1. **Tourist Destination Loops:** These routes would capture multiple tourist destinations in a single loop, operating 2-3 times per day.
2. **Specialty Trips:** These routes would focus on providing park-and-ride services to high-traffic destinations, operating 1-2 times per day. For instance, a specialty trip could be designed to transport visitors from a designated parking area directly to the Mt. Shasta Ski Park or Lake Siskiyou during peak season. Ideally, these lots would connect with transit routes and hubs along the hub-and-spoke system.

To ensure the success of the Siskiyou Seasonal Explorer Programs, the County should collaborate with local tourism boards and leverage existing local champions in government, the private sector, and the tourism industry. These partnerships can help effectively market seasonal routes to potential visitors using platforms that tourists frequently consult, such as travel blogs, hotel booking sites, and visitor centers.

Marketing efforts should highlight the convenience, cost savings, and environmental benefits of using the seasonal routes, as well as the opportunity to explore Siskiyou County's natural beauty without the stress of driving and parking. Promotional materials should be made available at key tourist entry points, including train and (intercity) bus stations, visitor centers, and online.



*View from a STAGE Bus Yreka-Weed, 2024*

To further incentivize the use of the Siskiyou Seasonal Explorer Programs, the county could consider offering special discounts or package deals in partnership with local businesses and attractions. For example, visitors who use the Siskiyou Explorer routes could receive discounted admission to participating sites, or special offers at local restaurants and shops. This would not only enhance the visitor experience, but also encourage tourists to visit local businesses.

### 3. Partnered and Subsidized Rideshare:

Siskiyou County could form partnerships with rideshare companies and local taxi services to extend transportation options into underserved areas, particularly during off-peak hours or for residents with accessibility needs. To ensure affordability for targeted groups, such as the elderly, disabled, and low-income families, the county should explore potential grant opportunities like the FTA Section 5310 program. By using these grants, Siskiyou County can subsidize the costs of rideshare and taxi services, making them more accessible to those who need them.

### 4. Community Engagement

Siskiyou County should conduct regular workshops and forums within each community to actively involve residents in the transit planning process. These events provide an opportunity for residents to share their experiences and offer input on potential improvements, ensuring that transit services meet the needs and preferences of local communities.

- **Ambassador Program:** The county can develop an ambassador program that engages local volunteers to assist with navigation, promote transit usage, and gather informal feedback at major transit hubs. These ambassadors serve as friendly faces and knowledgeable resources for transit users, helping them navigate the system and providing guidance on routes, schedules, and connections. By gathering feedback from users, ambassadors can help identify areas for improvement and relay this information to transit planners and operators, fostering a more responsive and user-friendly transit environment.

### **Evaluation and Adaptation:**

1. **Feedback Mechanism:** Integrate a digital feedback system on the STAGE website, allowing for easy reporting of issues and suggestions. This system should support ongoing adjustments to services based on user input and community needs.
2. **Grant Utilization for Enhancements:** Identify and apply for relevant grants that support transit infrastructure improvements, operational enhancements, and service expansions to ensure the financial viability of these proposed interventions.

## **VIII. Grant Funding Opportunities**

Based on a comprehensive analysis of interviews, existing literature, and quantitative data, the following grants have been identified as promising funding opportunities for enhancing transit services and infrastructure in Siskiyou County.

### **FTA Section 5311 Formula Grants for Rural Areas:**

<https://www.transit.dot.gov/rural-formula-grants-5311>

- The Federal Transit Administration (FTA) Section 5311 - Formula Grants for Rural Areas is the largest federal grant program supporting rural transit, providing financial assistance for capital investments, planning initiatives, and operating expenses. *Siskiyou County (STAGE) is already utilizing these funds.*

**FTA Enhanced Mobility of Seniors & Individuals with Disabilities (Section 5310):**

<https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310>

- The FTA Enhanced Mobility of Seniors & Individuals with Disabilities (Section 5310) grant program supports transportation services and projects that improve mobility for seniors and individuals with disabilities. This program is essential for ensuring that these populations have access to safe, reliable, and accessible transportation options, enabling them to remain active and engaged in their communities. Funds can be used for a variety of purposes, including purchasing accessible vehicles, providing door-to-door service, and making capital improvements such as installing bus shelters and benches that enhance accessibility and safety for these riders.

**Caltrans Sustainable Transportation Planning Grant Program:**

<https://dot.ca.gov/programs/transportation-planning/division-of-transportation-planning/regional-and-community-planning/sustainable-transportation-planning-grants>

- The Caltrans Sustainable Transportation Planning Grant Program provides a significant opportunity for local, regional, and tribal governments, as well as transit agencies, to secure funding for transportation planning projects that promote sustainability, reduce greenhouse gas emissions, and enhance the resilience of California's transportation system. Applicants who are not Metropolitan Planning Organizations (MPOs) can apply for the Sustainable Communities Competitive and Technical grant program or the Climate Adaptation Planning grant program. These programs fund projects such as active transportation plans, corridor enhancement studies, complete streets plans, transit-oriented development studies, climate vulnerability assessments, evacuation planning, transportation infrastructure adaptation plans, and nature-based solutions. Successful projects will demonstrate a strong commitment to sustainability, innovation, and equity while addressing the needs of underserved communities

**California State Transportation Agency (CalSTA) Transit and Intercity Rail Capital Program (TIRCP):**

<https://calsta.ca.gov/subject-areas/transit-intercity-rail-capital-prog>

- California State Transportation Agency (CalSTA) Transit and Intercity Rail Capital Program (TIRCP) offers transit agencies funding for a wide range of transformative capital projects that reduce greenhouse gas emissions, expand and improve transit services, and enhance transit safety. While well-suited for purchasing zero-emission buses and associated infrastructure, the program also supports initiatives such as transit route optimization, transit signal priority, fare payment system improvements, passenger amenities, and the construction of new transit centers, mobility hubs, and charging infrastructure. The program encourages collaboration and partnerships among transit providers, local governments, and regional planning organizations to develop comprehensive, regional solutions that improve transit connectivity and accessibility.

**Caltrans Adaptation Planning Grant Program:**

<https://dot.ca.gov/programs/transportation-planning/regional-planning/adaptation-planning-grants>

- The Caltrans Adaptation Planning Grant Program funds local and regional planning efforts to prepare for and adapt to climate change impacts on transportation infrastructure. This program is particularly relevant for rural areas vulnerable to extreme weather events and sea-level rise. Eligible projects include vulnerability assessments, adaptation strategies, and resilience plans. In 2023, Humboldt County received a grant to assess the vulnerability of its coastal transportation assets and develop adaptation strategies to ensure long-term sustainability.

**Caltrans Active Transportation Program (ATP):**

<https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program>

- The Caltrans Active Transportation Program (ATP) primarily focuses on funding walking and biking infrastructure projects, but it can also support improvements to transit stops, such as installing benches, shelters, and signage. These enhancements are particularly relevant when they improve access and connectivity to transit, making it easier and more comfortable for people to use public transportation in conjunction with active modes of travel. By creating safe, attractive, and accessible transit stops, the ATP helps to encourage multimodal transportation and promote sustainable mobility options.

**California Low Carbon Transit Operations Program (LCTOP):**

<https://dot.ca.gov/programs/rail-and-mass-transportation/low-carbon-transit-operations-program-lctop>

- Funded by Cap-and-Trade revenue, the California Low Carbon Transit Operations Program provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. This program is critical for enabling agencies to invest in low carbon transit operations such as expanding services, implementing fare-free transit programs, or purchasing zero-emission buses. Projects under this program must demonstrate how they will achieve a reduction in greenhouse gas emissions while also providing benefits to disadvantaged or low-income communities.

**FTA Buses and Bus Facilities Program:**

<https://www.transit.dot.gov/bus-program>

- The FTA Buses and Bus Facilities Program provides funding for transit agencies to replace, rehabilitate, and purchase buses and related equipment, as well as to construct bus-related facilities. This program is crucial for maintaining and upgrading bus fleets and infrastructure, ensuring that transit systems can provide safe, reliable, and accessible service. Eligible projects include purchasing new buses, retrofitting existing vehicles with modern amenities and safety features, and constructing or renovating bus shelters, benches, and signage.

**Federal Lands Access Program (FLAP):**

<https://highways.dot.gov/federal-lands/programs-access>

- The Federal Lands Access Program (FLAP) provides funding for transportation projects that improve access to, and within, federal lands, such as national parks, forests, and wildlife refuges. This program is crucial for enhancing the visitor experience, reducing congestion, and protecting sensitive natural resources. Eligible projects include transit services, such as shuttles and bus

routes, which connect visitors to popular destinations within these federal lands. By providing convenient and sustainable transportation options, FLAP helps to promote responsible tourism and ensure that visitors can easily access and enjoy these public spaces. While the call for projects in California is currently closed, it is slated to reopen in 2026.

**Caltrans Division of Local Assistance:**

<https://dot.ca.gov/programs/local-assistance>

- The Caltrans Division of Local Assistance serves as a valuable resource for local transportation agencies, including those in rural areas, by providing technical assistance and support for a wide range of transportation projects. This division is dedicated to helping local agencies navigate the complex process of securing funding, planning, and implementing transportation improvements that enhance mobility, safety, and sustainability in their communities.
  - The division's staff can help local agencies identify appropriate funding opportunities, such as the Active Transportation Program (ATP), Highway Safety Improvement Program (HSIP), and other state and federal grants. They can also provide guidance on developing strong grant proposals, ensuring that projects meet eligibility criteria, and assembling the necessary documentation.

## **VIII. Conclusion**

This capstone project provides a comprehensive analysis of the challenges and opportunities for improving public transportation in Siskiyou County, California. By employing a multi-faceted approach that includes quantitative data analysis, a literature review of rural transit case studies, and qualitative insights from local stakeholders, this report offers an analysis of the current state of transit in the county and proposes actionable recommendations to address identified issues.

The quantitative analysis, utilizing LODES, Google Maps POI, and STAGE transit data, reveals significant gaps in transit accessibility for key points of interest, particularly lodging, tourist attractions, home locations, and work locations. The qualitative findings from interviews with local planners, city officials, and transit professionals provide valuable context and highlight the challenges posed by extreme weather conditions, the need for improved system accessibility and education, and the potential for leveraging seasonal routes to serve both residents and tourists.

To address these challenges, this project proposes strategic interventions, including a South County Hub-and-Spoke System, Siskiyou Seasonal Explorer Programs, partnered and subsidized rideshare, and community engagement initiatives. These recommendations aim to improve connectivity, better serve tourists, extend transportation options in underserved areas, and ensure that transit services meet local needs. This project also identifies numerous grant funding opportunities that Siskiyou County can pursue to secure the necessary resources for implementing these recommendations and revitalizing its rural public transit system.

Successful implementation of these recommendations will require close collaboration among various stakeholders, including the Siskiyou County Local Transportation Commission, transit operators, local government agencies, community organizations, and the general public. By embracing the insights derived from both quantitative and qualitative analysis, leveraging

funding opportunities, and fostering partnerships, Siskiyou County can transform its rural transit system into a vital asset that enhances mobility, supports economic development, and improves the overall quality of life for its communities.

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*GIS data sources created for this project are stored here:*  
<https://bit.ly/siskiyoucapstonemapping>





**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director  
melissa@siskiyoucoltc.org

190 Greenhorn Road  
Yreka, California 96097  
D: 530.842.8238/C: 530.709.5060

To: Siskiyou County Local Transportation Commission

Agenda Item: 7

Date: June 11, 2024

Subject: Transportation Development Act Claims – FY 2024/2025

**Past Action**

On November 14, 2023, the Commission approved the Local Transportation Fund allocation plan and State Transit Assistance claim for FY 2023/2024.

**Background**

An extensive review of the Transportation Development Act (TDA) resulted in the development of the enclosed claim form. This form includes information required by the Commission to evaluate performance in compliance with various requirements of the TDA.

STAGE, Siskiyou County's only eligible public transit operator, submitted the enclosed claim for State Transit Assistance funds and Local Transportation Funds for FY 2024/2025.

State Transit Assistance Claim:

The FY 2024-2025 STA estimates are as follows:

PUC 99313 - \$ 520,752.00

PUC 99314 - \$ 22,180.00

An efficiency review of the transit operator, Siskiyou Transit and General Express (operated by the County of Siskiyou), was conducted by the Executive Director pursuant to the Transportation Development Act - Section 99314.6 – State Transit Assistance; Operators Qualifying Criteria.

TDA – Section 99314.6(B) states the operator shall receive its entire allocation, and any or all this allocation may be used for operating purposes, if the operator's average total operating cost per revenue vehicle hour in the latest three years for which audited data are available does not exceed the sum of the average of the total operating cost per revenue vehicle hour in the three years preceding the latest year for which audited data are available and an amount equal to the product of the average percentage change in the Consumer Price Index for the same period multiplied by the average total operating cost per revenue vehicle hour in the same three years.

TDA – Section 99314.6(B)(2) states "if an operator does not meet either efficiency standard under paragraph (1), the operator shall receive its entire allocation and the funds shall be allocated pursuant to this paragraph. The portion of the allocation that the operator may use for operations shall be the total allocation to the operator reduced by the lowest percentage by which the operator's total operating cost per revenue vehicle hour for the applicable year or three-year period calculated pursuant to subparagraph (A) or (B) of paragraph



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(1) exceeded the target amount necessary to meet the applicable efficiency standard. The remaining portion of the operator's allocation shall be used only for capital purposes.

The review demonstrated STAGE's Cost Per Revenue Service Hour over a three-year period was 3.37% above the allowed increase. For FY 2024/2025 they are eligible to receive \$ 524,656 for operations and \$ 18,276 for capital expenses.

Local Transportation Fund Claims:

The Local Transportation Fund (LTF) was established by the Mills-Alquist-Deddeh Act (SB325), also known as the Transportation Development Act of 1971 (TDA). The Local Transportation Fund is derived from a ¼ cent of the general sales tax collected statewide. The California Department of Tax and Fee Administration, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. Each county then apportions the LTF funds within the county based on population estimates.

The purpose of these funds is to provide public transportation to residents and visitors of the County. The SCLTC may allocate funds from the LTF for local street and roads construction and maintenance. This provision is only applicable should a region certify that there are no unmet transit needs that are reasonable to meet. This is done through the Unmet Transit Needs process which includes an annual public hearing and finding.

The Commission adopted Resolution No. 24-08 on May 14, 2024, which outlined various unmet transit needs and whether they were reasonable to meet.

Pursuant to Public Utilities Code (PUC) 99401.6 a transportation planning agency may allocate funds for local streets and roads twenty days after acknowledgment of receipt of the unmet needs process by the Department of Transportation. Staff submitted the required documentation to the State on May 20, 2024.

LTF funds are used to support public transportation services provided by Siskiyou Transit and General Express, operated by the County of Siskiyou.

The enclosed Local Transportation Funds FY 2024-2025 allocation plan is being presented for review by the Commission. If approved as presented, claim forms will be distributed to each agency. Upon approval by their governing Board, the claims will be returned to Commission staff. An allocation letter authorizing the release of funds will be submitted to the Auditor-Controller's office.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

- 1) Adopt Resolution approving the County of Siskiyou – STAGE's claim for State Transit Assistance for FY 2024/2025.
- 2) Adopt Resolution and authorize Executive Director to proceed with preparation and distribution of FY 2024/2025 LTF claims.



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director  
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D: 530.842.8238/C: 530.709.5060

Attachments (1)

- Transportation Development Act Claim Forms Packet – County of Siskiyou (STAGE) for FY 2024/2025.
- Resolution approving the State Transit Assistance claim amounts for STAGE for FY 2024/2025.
- Local Transportation Fund Proposed Allocation Plan for FY 2024/2025.
- Resolution approving the Local Transportation Fund claim amounts for FY 2024/2025.

Siskiyou County Local Transportation Commission

**Transportation Development Act  
Claim Forms Packet**

## Required Forms Checklist

**Claimant:** County of Siskiyou - Siskiyou Transit and General Express (STAGE)

### Local Transportation Fund Claim Checklist

| Article 4<br>Transit | Article 8(c) Transit | Document Name  |
|----------------------|----------------------|--|
| X                    |                      | Document A: Claim Form                               |
| X                    |                      | Document B: Productivity Improvement Progress Report |
| X                    |                      | Document C: Fiscal Reporting                         |
| X                    |                      | Part A: Proposed Operating Budget                    |
| X                    |                      | Part B: Proposed Capital Budget                      |
| X                    |                      | Document D: Project Description                      |
| X                    |                      | Document E: Maximum Transit Allocation               |
| X                    |                      | Document F: Fare and Local Fund Ratios               |
| X                    |                      | Document G: Standard Assurances for Applicants - LTF |
|                      |                      | G.1 Farebox Ratio                                    |
|                      |                      | G.2 Extension of Services                            |
|                      |                      | G.3 Federal Funding                                  |
|                      |                      | G.4 Fiscal Audit                                     |
|                      |                      | G.5 State Controller Annual Report                   |
|                      |                      | G.6 Retirement System Funding                        |
|                      |                      | G.7 Staffing of Vehicles                             |
|                      |                      | G.8 Budget Increase                                  |
|                      |                      | G.9 CHP Certification                                |
|                      |                      | G.10 Fares for Senior and Disabled                   |
|                      |                      | G.11 Accessibility for Disabled                      |
|                      |                      | G.12 Contract for Transit Services                   |

### State Transit Assistance Checklist - Additional Forms

| Article 4<br>Transit | Article 8(c) Transit | Document Name   |
|----------------------|----------------------|---|
| X                    |                      | Document H: State Transit Assistance Required Forms Checklist |
| X                    |                      | Document I: State Transit Assistance Allocation Areas         |

Signature:

*Angie Stumbaugh*

Signer ID: MLBS4NCP12...

Date: 06/05/2024 PDT

Submitted by:

Name: Angie Stumbaugh

Title: Transportation Services Manager

Email: astumbaugh@co.siskiyou.ca.us

Phone: 530.842.8297

**Transportation Development Act Claim Form**  
 (All claimants must complete this document.)

Line

1 Project Year (FY) 2024-2025

2 Claimant: County of Siskiyou - STAGE

3 Address: 190 Greenhorn Road  
Yreka, CA 96097

4 Contact Person: Angie Stumbaugh

5 Title: Transportation Services Manager

6 Phone Number: 530.842.8297

7 The above named claimant hereby applies for an allocation of Transportation Development Act funds for FY 2024-2025 for the purposes and in the amount(s) specified below:

| Purpose  | Claimed              |
|--|----------------------|
| <b>Local Transportation Fund</b>                                       |                      |
| 8 Article 4 Transit (PUC 99260)  | \$ 1,250,000.00      |
| 9 Article 4.5 Community Transit (PUC 99275)                            | \$ -                 |
| 10 Article 8c Transit Contracts (PUC 99400c)                           | \$ -                 |
| 11 Total LTF:  | \$ 1,250,000.00      |
| <b>State Transit Assistance</b>  |                      |
| 12 Transportation Planning   | \$ -                 |
| 13 Mass Transportation   | \$ 542,932.00        |
| 14 Total STA:  | \$ -                 |
| 15 Total Transportation Development Act Claim<br>(add lines 11 and 14) | <u>\$ 542,932.00</u> |

Claimant acknowledges that payment by the County Auditor of an allocation made by the SCLTC is subject to such monies being on hand and available for distribution and the provision that such moneys be used only in accordance with the terms of the allocation instruction issues by SCLTC.

20 By: Angie Stumbaugh

21 Title: Transportation Services Manager

22 Date: 6/5/2024

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents C, D, E, and F. (CCR § 6632)

23 Signed: \_\_\_\_\_ Chief Financial Officer

24 Name: \_\_\_\_\_

25 Title: \_\_\_\_\_

Reference: CCR Section 6630

**Productivity Improvement Progress Report**  
(All claimants must complete this document.)

More Recent Performance Audit Coverage Period: July 1, 2019 to June 30, 2021

| Recommendation from the most recent TDA Triennial Performance Audit.   | Implementation Status (from TPA)  | Additional Information from Operator   |
|--|---|--|
| <p><b>Service Planning:</b><br/>The prior performance review recommended that the operator consider performing surveys of potential riders as part of its annual service planning process. Also, it was recommended that the operator investigate ways to increase passengers and review its fare structure.</p> | <p>In 2020 the operator did an internal rider survey and for the Operator's 2021 transit plan, they hired a contractor to develop the plan, which also included a rider survey. California is promoting Contactless Fares. The operator is in the process of researching grant opportunities to meet this new requirement. The operator is also implementing a new route system in phases and is hoping for an increase in ridership, which should lead to more routes and personnel.</p> | <p>STAGE submitted a request for funding under SB 125 to evaluate contactless fare systems. We continue to work on implementing new routes that offer increased service. Recruitment efforts and an aging fleet have made expansion efforts more challenging.</p>  |
| <p><b>Administration:</b><br/>The prior performance review recommended that the operator thoroughly investigate the rising operating costs and make changes to not violate the farebox recovery ratio requirements.</p>  | <p>The operator has slightly reduced personnel and operating costs since the last review. However, the farebox ratio still decreased during the first year covered by this review. Since the pandemic restrictions took place in FY19-20, the operator has not had a reasonable chance to work on this for the last two years covered by the review.</p>  | <p>STAGE is aware of this continued concern. Recent increases in personnel costs and other fixed costs have further exacerbated this concern. We continue to monitor expenses and evaluate methods to increase revenues. Additionally, we submitted a project for funding under SB 125 to evaluate the current model and identify potential areas for improvement.</p> |
| <p><b>Maintenance:</b><br/>The prior performance review recommended that the operator continue to invest in the replacement of its bus fleet.</p>  | <p>The operator has purchased 1 bus since the last review was performed. Due to the pandemic, the operator did not have a need to replace any buses during the last two years covering this review, however, in FY21-22, they have 2 new buses on order and they are preparing for a study that will develop the plan to convert all buses to the California clean air initiatives by 2030.</p>   | <p>Since the last performance audit STAGE ordered two new buses in 2022, which are expected to arrive in summer 2024. We also ordered two additional buses (May 2024) that are expected to arrive late fall of 2024.</p>   |

**Describe any other efforts made, or planned, to improve cost effectiveness and/or increase ridership. Summarize such efforts for each service offered, if applicable.**

|  |
|--|
| <p>STAGE has requested funding under SB 125 to work on the following initiatives that are focused on improving cost effectiveness and/or increasing ridership.</p>   |
| <p>1) Development of a transit agency focused website. This activity includes the development of a transit agency website that includes route maps and alerts for riders. STAGE's information is currently buried in the County's website. The route schedules are a PDF that includes ten pages. Transit information is not easily found by residents or visitors.</p>  |
| <p>2) Operational Improvements to increase ridership and improve reliability. This project will include hiring a consultant to evaluate the operational structure of the existing transit system to identify different models for route restructuring that would reduce expenditures, increase reliability, reduce wait times, and ultimately increase ridership.</p>  |
| <p>3) Evaluation and implementation of alternative payment methods. STAGE converted to the GFI fareboxes in 2011. Since then, additional units have been purchased, but many of the existing units have been in use for over a decade. This activity will evaluate alternate payment methods with the goal of replacing the existing fare collection methods and moving towards a contactless payment method that can eventually be integrated with other north state transit agencies. This activity also promotes improved rider experience as it will eliminate the need for riders to have cash or have a prepurchased ticket.</p> |
| <p>4) Reduced Fare Days Program - This activity will fund free or reduced fare days to increase ridership to promote public transit services within the region.</p>  |

**Proposed Operating Budget**  
 (All claimants must complete this document.)

| Line   | Current Year (FY)* | Project Year (FY) |
|--|--------------------|-------------------|
| 1 Budget Year (FY)   | 2023-2024          | 2024-2025         |
| 2 Total Labor  | \$ 1,320,390.00    | \$ 1,574,573.00   |
| 3 Total Expenditures (Excluding Capital/Fixed Assets)            | \$ 779,235.00      | \$ 881,957.00     |
| 4 <i>Estimated Fares</i>   | \$ 55,000.00       | \$ 60,000.00      |
| 5 Operating Deficit (subtract Line 4 from Lines 2 and 3)         | \$ (2,044,625.00)  | \$ (2,396,530.00) |
| <br><u>Other Operating Revenues</u>                              |                    |                   |
| 6 Local Transportation Fund                                      | \$ 1,000,000.00    | \$ 1,200,000.00   |
| 7 LTF Balance from Prior Year                                    | \$ -               | \$ -              |
| 8 State Transit Assistance Fund                                  | \$ 600,450.00      | \$ 524,656.00     |
| 9 Federal Operating Assistance                                   | \$ 366,891.00      | \$ 374,228.00     |
| 10 Other (Specify): <u>State of Good Repair</u>                  | \$ -               | \$ -              |
| 11 Other (Specify): <u>LCTOP (FY 22/23 - Happy Camp Service)</u> | \$ -               | \$ 62,142.00      |
| 12 Other (Specify): <u>Advertising Revenue</u>                   | \$ -               | \$ 3,000.00       |
| 13 Net Surplus/(Deficit) (add Lines 6-12 to Line 4)              | \$ (77,284.00)     | \$ (232,504.00)   |

Footnotes:

\* Projected figures at year end.

Reference: CCR Section 6632



**Proposed Capital Budget**  
(All claimants must complete this document.)

| Line  | Prior Year (FY)*       | Project Year (FY)    |
|---|------------------------|----------------------|
| 15 Budget Year (FY)   | 2023-2024              | 2024-2025            |
| <u>Capital Expenditures (Itemized by Project)</u>               |                        |                      |
| 16 Rolling Stock Replacement                                    | \$ 1,118,293.08        | \$ 168,706.00        |
| 17 Bus Stop Improvements  |                        |                      |
| 18  |                        |                      |
| 19  |                        |                      |
| 20  |                        |                      |
| 21 Total Capital Expenditures (Add Lines 16-20)                 | <u>\$ 1,118,293.08</u> | <u>\$ 168,706.00</u> |
| <u>Capital Revenues</u>   |                        |                      |
| 22 Local Transportation Fund                                    | \$ 75,000.00           |                      |
| 23 Rolling Stock Replacement Committed Account                  | \$ 1,043,293.08        | \$ 18,276.00         |
| 24 Other (Specify): State of Good Repair (2024-2025 Allocation) |                        | \$ 75,430.00         |
| 25 Other (Specify): Advertising Revenue                         |                        |                      |
| 26 Total Capital Revenues: (Add Lines 22~25)                    | <u>\$ 1,118,293.08</u> | <u>\$ 93,706.00</u>  |
| 27 Net Surplus/(Deficit) (Subtract Line 26 from Line 21)        | \$ -                   | \$ 75,000.00         |

Complete sections for every article under which you are claiming TDA funds.

| <b>Article 4 Transit Claims</b>  |
|--|
| <p>Claims may be filed with the transportation planning agency by operators under this article for the following purposes: (a) the support of public transportation systems, (b) Aid to public transportation research and demonstration projects, or (c) contributions for the construction of grade separation projects.</p>   |
| <p><i>Describe how you plan to use LTF Article 4 Transit Funds. Include, as applicable, the type of project, construction start date, expected date of opening.</i></p>  |
| <p>STAGE intends to utilize LTF funds for FY 2024/2025 to cover administration, maintenance, and staffing for the transit operation. Funds will also be used as a match for the Section 5311 Federal Operating Assistance grant program.</p> <p>To continue funding rolling stock replacement STAGE is requesting \$ 75,000 from the LTF to be placed in the rolling stock replacement account.</p>  |
| <p><i>Additional supporting documentation for request.</i></p>   |
| <p>The 2021 Regional Transportation Plan doesn't address the funding needs for operations. It does include Table 4.4 that includes recommendations for capital improvement projects.</p> <p>The 2021 Short Range Transit Plan states "Table 36 (Operating Plan for STAGE) indicates that there will be a deficit of around \$200,000 in operating funds in FY 2024-25, if the current allocation of \$1,075,000 LTF funds to public transit remains. Around \$475,000 in LTF revenues are allocated to the local jurisdictions for streets and roads purposes annually, after it has been determined that there are no unmet transit needs reasonable to meet. If transit operating revenues dip below operating costs, as projected in Table 36, transit service would have to be reduced below the "Base Case" level. If this were to occur, it would be reasonable to assume that the LTC would find that there are unmet transit needs reasonable to meet. As such, some of the LTF allocated for streets and roads purposes in the past would be allocated to public transit so that Base Case transit levels could be maintained. As shown in Table 36, an additional \$200,000 to \$265,000 LTF would need to be allocated to public transit to be able to maintain transit service levels currently operated. This would still leave over \$250,000 in LTF funds for streets and roads purposes annually."</p> |
| <b>Article 4.5 Community Transit Services Claims</b>   |
| <p>Claims may be filed with the transportation planning agency by claimants for community transit services, including such services for those, such as the disabled, who cannot use conventional transit services or (b) for purposes of this article, "community transit services" means transportation services which link intracommunity origins and destinations.</p>  |
| <p><i>Describe how you plan to use LTF Article 4.5 CTSA Funds. Include, as applicable, the type of project, construction start date, expected date of opening.</i></p>   |
| <p>N/A</p>   |

|  |
|--|
| <i>Additional supporting documentation for request.</i>  |
|  |
| <b>Article 8(c) Transit Claims</b>   |
| Claims may be filed under this article with the transportation planning agency by counties and cities for the following purposes and by transit districts for the purposes specified in subdivisions (c) to (f), inclusive: (a) Local streets and roads, and projects which are provided for use by pedestrians and bicycles. (b) Passenger rail service operations and capital improvements. (c) Payment to any entity which is under contract with a county, city, or transit district for public transportation or for transportation services for any group, as determined by the transportation planning agency, requiring special transportation assistance. |
| <i>Describe how you plan to use LTF Article 4.5 CTSA Funds. Include, as applicable, the type of project, construction start date, expected date of opening.</i>  |
| N/A  |
| <i>Additional supporting documentation for request.</i>  |
|  |

**Maximum Transit Allocation**  
 (All transit claimants must complete this document.)

**Line Maximum Allocation for Operations**

| Line | Description  | FY | 2024-2025           |
|------|--|----|---------------------|
| 1    | Project Year   |    |                     |
| 2    | Total Operating Expenses (Labor/Services & Supplies)                   | \$ | <u>2,456,530.00</u> |
| 3    | Local Revenues   |    |                     |
|      | 3.1 - Estimated Fare Revenue   | \$ | <u>60,000.00</u>    |
|      | 3.2 - Estimated Advertising Revenue                                    | \$ | <u>3,000.00</u>     |
| 4    | State Transit Assistance   | \$ | <u>524,656.00</u>   |
| 5    | Federal Operating Assistance   | \$ | <u>374,228.00</u>   |
| 6    | TDA Operating Expense (Subtract Lines 3 through 5 from Line 2)         | \$ | <u>1,494,646.00</u> |
| 7    | LTF Balance from Prior Year  | \$ | <u>-</u>            |
| 8    | <b>Maximum Allocation for Operations</b> (Subtract Line 7 from Line 6) | \$ | <u>1,494,646.00</u> |

**Maximum Allocation for Capital**

|    |   |    |                     |
|----|---|----|---------------------|
| 7  | Total Capital Expenses                                    | \$ | <u>168,706.00</u>   |
| 8  | Federal Capital Assistance                                | \$ | <u>-</u>            |
| 9  | Other (specify): <u>State of Good Repair (2024/2025)</u>  | \$ | <u>75,430.00</u>    |
| 10 | TDA Capital Expense (subtract Lines 8 and 9 from Line 7)  | \$ | <u>93,276.00</u>    |
| 11 | <b>Maximum Allocation for Capital</b> (Line 10)           | \$ | <u>93,276.00</u>    |
| 12 | <b>Maximum Transit Allocation</b> (add Line 8 to Line 12) | \$ | <u>1,587,922.00</u> |

Footnotes:

*Reference: CCR Section 6634*

**Line Required Minimum Ratios**

|   |  |     |
|---|--|-----|
| 1 | Ratio of Fares plus Local Funds to Total Operating Expense | 10% |
| 2 | Applicable Public Utilities Code Section                   |     |

**Project Year Ratios**

|   |                        | PUC Reference      | Notes   |
|---|------------------------|--------------------|---|
| Total Systemwide Operating Costs  | \$ 2,456,530.00        |                    | Total operating costs for the transit system including administrative costs.  |
| Charter Service Costs   | \$ -                   | 99246/99247        |   |
| Depreciation  | \$ -                   | 99246/99247        |   |
| Adjusted Systemwide Operating Costs   | \$ 2,456,530.00        |                    |   |
| <br>TDA Allowed Exemptions/Exclusions   |                        |                    |   |
| Cost of "Extension Services"  | \$ -                   | CCR 6619.1, 6633.8 | Only for implementation year and two additional full fiscal years of service. |
| Ridesharing Services Costs  | \$ -                   | 99268.16           |   |
| Fuel costs that exceed prior year's costs adjusted for the CPI.   | \$ 39,815.00           | 99268.17           |   |
| Alternative fuel programs costs which exceed prior year's costs adjusted for the CPI.   | \$ -                   | 99268.17           |   |
| Power, including electricity costs which exceed prior year's costs adjusted for the CPI.  | \$ -                   | 99268.17           |   |
| Insurance premiums and payments in settlement of claims arising out of operator's liability which exceed prior year's costs adjusted for the CPI. | \$ -                   | 99268.17           |   |
| State and federal mandates which exceed prior year's costs adjusted for the CPI.  | \$ -                   | 99268.17           |   |
| <i>Subtotal Exclusions/Exemptions:</i>  | \$ 39,815.00           |                    |   |
| <b>Farebox Ratio Operating Costs</b>  | <b>\$ 2,416,715.00</b> |                    |   |

**Fare Revenues**

|                                  |              |        |
|----------------------------------|--------------|--------|
| Total Systemwide Passenger Fares | \$ 60,000.00 | 6611.2 |
|----------------------------------|--------------|--------|

"Local Funds" - Any nonfederal or nonstate grant funds or other revenues generated by, earned by, or distributed to an operator.

|                                    |             |          |
|------------------------------------|-------------|----------|
| Local Fund #1: Advertising Revenue | \$ 3,000.00 | 99268.19 |
| Local Fund #2:                     | \$ -        | 99268.19 |
| Local Fund #3:                     | \$ -        | 99268.19 |
| <i>Subtotal Local Funds</i>        | \$ 3,000.00 |          |

|  |                     |  |
|--|---------------------|--|
| Fare Revenue Associated with "Extension of Services" | \$ -                |  |
| Charter Revenue                                      | \$ -                |  |
| <b>Farebox Ratio Revenue</b>                         | <b>\$ 63,000.00</b> |  |

|  |       |
|--|-------|
| Farebox Ratio (Fares Only)             | 2.48% |
| Farebox Ratio (Fares plus local funds) | 2.61% |

Disclaimer: This worksheet is intended to provide a basic guideline for calculating the TDA farebox ratio and should be used in conjunction with TDA Statutes and California Code of Regulations.

**Standard Assurance for Applicants - LTF**  
**(All claimants must complete this document.)**

Claimant Assurances: *Initial each section or indicate N/A.*

See Note #1 1) Claimant certifies that it will maintain for the project year the ratio of fare revenues and local funds to operating at least equal to the ratios adopted by the SCLTC.  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).**

N/A 2) Claimant that received an allocation of LTF funds for an extension of service pursuant to PUC 99268.8/CCR 6619.1 certifies that it will file a report of these services pursuant to CCR 6633.8b within 90 days after the close of the fiscal year in which that allocation was granted.  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).**

N/A 3) Claimant filing a claim for TDA funds for capital intensive transit-related projects certifies that it has made every effort to obtain federal funding pursuant to PUC 99268.7 and/or CCR 6754(a)(3).  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).**

AS 4) Claimant certifies it has submitted a satisfactory, independent fiscal audit, with required certification statement, to the SCLTC and to the State Controller, pursuant to PUC 99245 and 21 CCR 6664, for the prior fiscal year (project year minus two).

Date of submittal to State Controller's Office: 3/19/2024

Date of submittal to SCLTC: 6/5/2024

**Applies to all TDA claimants.**

AS 5) Claimant certifies it has submitted an annual report, documenting agency operations, in conformance with the uniform system of accounts and records, to SCLTC and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).**

Date of submittal to State Controller's Office: 1/31/2024

Date of submittal to SCLTC: 6/5/2024

6) Claimant certifies that (initial one):  
         a) the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC 99271(a)); or

See Note #2 b) the operator is implementing a plan approved by SCLTC which will fully fund the retirement system for such officers and employees within 40 years (PUC 99271(a)); or

         c) the operator has a private pension plan which sets aside and invests, on a current basis, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC 99272 and 99273.  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).**

AS 7) Claimant certifies that, pursuant to PUC 99264, it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).**

**Standard Assurance for Applicants - LTF**  
 (All claimants must complete this document.)

- AS 8) Claimant certifies that the transit operator's operating budget has not increased more than 15% over the preceding year, and does not include a substantial increase or decrease in scope of operations or capital budget provisions for major new fixed facilities. ***If the budget does include such changes, documentation is attached*** that identifies and substantiates the reason and need for the changes, pursuant to PUC 99266, CCR 6632(b).  
***Attachments may be required. Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).***
- AS 9) Claimant certifies that **attached is certification from the Department of California Highway Patrol** (CHP), completed with the last 13 months, that indicates the operator is in compliance with Section 1808.1 of the Vehicle Code. Section 1808.1 of the Vehicle Code<sup>3</sup> requires, among other things, that operators participate in a pull notice system for obtaining current driver records from the Department of Motor Vehicles.  
***Attachments required. Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).***
- N/A 10) Claimant certifies it is in compliance with PUC 99155: if it offers reduced fares to seniors, it offers the same reduced rate to disabled persons, handicapped persons, and disabled veterans, and it honors the federal Medicare card for identification to receive reduced fares.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).***
- See Note #3 11) Claimant certifies it is in compliance with PUC 99155.5: dial-a-ride and paratransit services are accessible to handicapped persons and the service is provided to persons without regard to vehicle ownership and place of residence.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).***
- N/A 12) Claimants that contract with another entity or entities for transit service certify that a copy of **the contract negotiated with that entity is attached**, pursuant to CCR 6630.  
***Attachment required. Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit).***

The undersigned hereby certifies that the above statements are true and correct.

Name: Angie Stumbaugh  
Signer ID: MLBS4NCP12...  
 Title: Transportation Services Manager  
 Date: 6/5/2024

Footnotes:

- #1: Due to COVID-19 pandemic a moratorium was placed on farebox ratio requirements until July 2026.
- #2: The County implemented a pension trust plan that sets aside funding to meet the requirement to fully fund pension obligations for staff employed by STAGE.
- #3: STAGE offers deviated fixed route services up to 3/4 of a mile from the normal route. This is contingent on a review by staff for accessibility of vehicles to residents requested location.

Claimant: County of Siskiyou - Siskiyou Transit and General Express (STAGE)

Claim Form (Document A)

Fiscal Reporting

Operating Budget (Document C - Part A)

Capital Budget (Document C - Part B)

State Transit Assistance Allocation Area (Document I)

I hereby certify that I have completed all forms necessary to comply with the requirements of the Transportation Development Act.

Signature: Angie Stumbaugh  
Signer ID: MLBS4NCP12...

Date: 6/5/2024

Submitted by: Angie Stumbaugh

Title: Transportation Services Manager

Email: astumbaugh@co.siskiyou.ca.us

Phone: 530.842.8297



Select the claim category or categories by checking the appropriate box and indicating the amount

6730 - Claims of Operators

Claims may be filed for allocations from the State Transit Assistance fund by an operator for the following purposes:

|                                     |  | Claimed       |
|-------------------------------------|--|---------------|
| <input checked="" type="checkbox"/> | CCR 6730 (a) The operating cost of the operator's public transportation system.                  | \$ 542,932.00 |
| <input type="checkbox"/>            | CCR 6730 (b) The capital requirements of the operator's public transportation system.            | _____         |
| <input type="checkbox"/>            | CCR 6730 (d) Community transit service purposes pursuant to Public Utilities Code section 99275. | _____         |

PUC 99314.6 - Increase in Operator's Cost Per Hour

Claimant filing a claim for operating assistance from STA funds must include a supplemental schedule which identifies either:

- A)
  - 1. The most recent audited cost per revenue vehicle hour (year 1) and the cost per revenue hour for the year prior to the most recent audit year (year 2); and
  - 2. the Consumer Price Index for the year prior to the most recent audit year (year 2); or
- B)
  - 1. The most recent audited cost per revenue vehicle hour (year 1) and the cost per revenue hour for the three years prior to the most recent audit year, and
  - 2. the Consumer Price Index for the three years prior to the most recent audit year.

The supplemental schedule information will be used to determine eligibility.

Siskiyou County Local Transportation Commission

Resolution No. \_\_\_\_\_

Resolution Approving State Transit Assistance Claim for FY 2024/2025

WHEREAS, the Siskiyou County Local Transportation Commission (SCLTC) is the designated local planning agency responsible, under the provisions of the Transportation Development Act (TDA), to review the annual transportation claims and to make allocations of monies from the STA, based on the estimated revenue, for the County of Siskiyou; and

WHEREAS, the County of Siskiyou – Siskiyou Transit and General Express (STAGE) is required to file annual transportation claims for funds, if any, from the State Transit Assistance Fund (STA); and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from SCLTC, and

WHEREAS, on January 31, 2024, the State Controller’s Office issued a report of estimated revenues for STA funds for FY 2024-2025, and

WHEREAS, after completing an efficiency review pursuant to the TDA 99314.6(B)(2) and found the Cost Per Revenue Service Hour 3.37% above the allowed adjustment, and

NOW, THEREFORE, BE IT RESOLVED that the Siskiyou County Local Transportation Commission approves the following allocations of State Transit Assistance Funds to:

County of Siskiyou (STAGE) the estimated amount of:

- Operations Only: \$ 524,656.00
- Capital/Rolling Stock Replacement Only: \$ 18,276 plus all interest earned during FY 2024/2025.

This allocation is to be paid by the County Auditor-Controller upon receipt of the executed resolution.

BE IT FURTHER RESOLVED, that the Executive Director, appointed by the Commission, is authorized to sign the allocation instructions and to issue the instructions to the County Auditor-Controller to pay the claimants in accordance with the above allocations.

PASSED AND ADOPTED by the Siskiyou County Local Transportation Commission this 11<sup>th</sup> day of June 2024 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Bruce Deutsch, Chairperson

ATTEST:

\_\_\_\_\_  
Melissa Cummins  
Executive Director

Siskiyou County Local Transportation Commission  
LTF Allocation Plan - FY 2024/2025

| Approved Allocation Plan |              |
|--------------------------|--------------|
| Preparation Date:        | 6/5/2024 **  |
| Population Est Date:     | 4/4/2024 **  |
| Current Fiscal Year:     | 2023/2024 ** |
| Estimate Year:           | 2024/2025 ** |

Comments:

Transit LTF Requirement: \$ 1,250,000 \*\*

| Preliminary                |              |
|----------------------------|--------------|
| Est Current Year Receipts: | \$ 2,103,000 |
| Est Current Year Interest: | \$ 1,500     |
| Total:                     | \$ 2,104,500 |
| FY 2024/25 Est Receipts:   | \$ 2,104,500 |
| Administration Expense:    | \$ 90,000    |
| Available for Allocation:  | \$ 2,014,500 |

| Claimant       | Population*   | % of Total | No Exclusions       |                   | Transit         |            | W/ Exclusions       |                       | Other Projects    | Percent of Allocation | Total Allocation Estimate | 6/30/2024 Adjusted Carry Over | Total Available        | Available Streets/Roads FY 2024/2025 |
|----------------|---------------|------------|---------------------|-------------------|-----------------|------------|---------------------|-----------------------|-------------------|-----------------------|---------------------------|-------------------------------|------------------------|--------------------------------------|
|                |               |            | Transit Share       | Other Projects    | Population Base | % of Total | Transit Share       | Percent of Allocation |                   |                       |                           |                               |                        |                                      |
| Dorris         | 836           | 1.93%      | \$ 24,073           | \$ 16,612         | -               | 0.00%      | \$ -                | 0.0%                  | \$ 38,797         | 100.0%                | \$ 38,797                 | \$ -                          | \$ 38,797.00           | \$ 38,797.00                         |
| Dunsmuir       | 1,651         | 3.80%      | \$ 47,542           | \$ 32,807         | 1,651           | 3.96%      | \$ 49,487           | 4.6%                  | \$ 27,132         | 35.4%                 | \$ 76,619                 | \$ -                          | \$ 76,619.00           | \$ 27,132.00                         |
| Etna           | 665           | 1.53%      | \$ 19,149           | \$ 13,214         | 665             | 1.59%      | \$ 19,933           | 1.9%                  | \$ 10,928         | 35.4%                 | \$ 30,861                 | \$ -                          | \$ 30,861.00           | \$ 10,928.00                         |
| Ft. Jones      | 674           | 1.55%      | \$ 19,408           | \$ 13,393         | 674             | 1.62%      | \$ 20,202           | 1.9%                  | \$ 11,077         | 35.4%                 | \$ 31,279                 | \$ -                          | \$ 31,279.00           | \$ 11,077.00                         |
| Montague       | 1,199         | 2.76%      | \$ 34,526           | \$ 23,825         | 1,199           | 2.88%      | \$ 35,939           | 3.3%                  | \$ 19,704         | 35.4%                 | \$ 55,643                 | \$ -                          | \$ 55,643.00           | \$ 19,704.00                         |
| Mt. Shasta     | 3,203         | 7.38%      | \$ 92,233           | \$ 63,646         | 3,203           | 7.68%      | \$ 96,006           | 8.9%                  | \$ 52,637         | 35.4%                 | \$ 148,643                | \$ -                          | \$ 148,643.00          | \$ 52,637.00                         |
| Tulelake       | 870           | 2.00%      | \$ 25,052           | \$ 17,288         | -               | 0.00%      | \$ -                | 0.0%                  | \$ 40,374         | 100.0%                | \$ 40,374                 | \$ -                          | \$ 40,374.00           | \$ 40,374.00                         |
| Weed           | 2,710         | 6.24%      | \$ 78,037           | \$ 53,850         | 2,710           | 6.50%      | \$ 81,229           | 7.6%                  | \$ 44,535         | 35.4%                 | \$ 125,764                | \$ -                          | \$ 125,764.00          | \$ 44,535.00                         |
| Yreka          | 7,805         | 17.98%     | \$ 224,752          | \$ 155,092        | 7,805           | 18.72%     | \$ 233,946          | 21.8%                 | \$ 128,264        | 35.4%                 | \$ 362,210                | \$ -                          | \$ 362,210.00          | \$ 128,264.00                        |
| Unincorporated | 23,796        | 54.82%     | \$ 685,227          | \$ 472,846        | 23,796          | 57.06%     | \$ 538,258          | 50.1%                 | \$ 566,053        | 51.3%                 | \$ 1,104,310              | \$ -                          | \$ 1,104,310.00        | \$ 566,053.00                        |
| <b>Total:</b>  | <b>43,409</b> |            | <b>\$ 1,250,000</b> | <b>\$ 862,573</b> | <b>41,703</b>   |            | <b>\$ 1,075,000</b> |                       | <b>\$ 939,501</b> |                       | <b>\$ 2,014,500</b>       | <b>\$ -</b>                   | <b>\$ 2,014,500.00</b> | <b>\$ 939,500.00</b>                 |

Total Allocation Estimate & Carry Over: \$ 2,014,500

\* Based on January 2024 Data from CA Dept of Finance

\$ 939,501.00

\*\* \$ 1,175,000 Million for operations / \$ 75,000 for rolling stock replacement

Siskiyou County Local Transportation Commission

Resolution No. \_\_\_\_\_

Resolution Approving Local Transportation Fund Claims for FY 2024/2025

WHEREAS, Siskiyou County Local Transportation Commission (SCLTC), as the designated Regional Transportation Planning Agency (RTPA) for Siskiyou County, is responsible for the planning, allocating and/or programming of funds and administration of the Transportation Development Act of 1971 (TDA), as amended thereafter; and

WHEREAS, it is the responsibility of the SCLTC, under the provisions of the TDA, to review the annual transportation claims and to make allocations of monies from the Local Transportation Fund (LTF), based on the estimated revenue upon approving said claim; and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from the SCLTC; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, Siskiyou County Local Transportation Commission shall review the claims as they are received, approve same for the FY 2024/25 funds estimated to be available in the LTF, and make the following allocations:

1. To the Siskiyou County Local Transportation Commission for TDA administration and for planning and programming in the amount of \$ 90,000, per Section 99233.1 and 99233.2.
2. To the County of Siskiyou (STAGE) for Article 4 purposes, the total amount available of \$ 1,250,000, per Sections 99233.8, 99260(a), and 99262. The Commission's intent is that \$ 75,000 will be allocated to STAGE's rolling stock replacement account for future vehicle replacement.
3. To the following agencies the amount identified will be allocated for local streets and road maintenance:

| <u>Agency</u>      | <u>Total Claim</u> |
|--------------------|--------------------|
| City of Dorris     | \$ 38,797          |
| City of Dunsmuir   | \$ 76,619          |
| City of Etna       | \$ 30,861          |
| City of Ft Jones   | \$ 31,279          |
| City of Montague   | \$ 55,643          |
| City of Mt Shasta  | \$ 148,643         |
| City of Tulelake   | \$ 40,374          |
| City of Weed       | \$ 125,764         |
| City of Yreka      | \$ 362,210         |
| County of Siskiyou | \$ 1,104,310       |
| Total Allocation:  | \$ 2,014,500       |

These amounts include funding for transit services and street/roads maintenance.

BE IT FURTHER RESOLVED, the Siskiyou County Local Transportation Commission has requested that approved claims be paid in full, provided the funds are available.

BE IT FURTHER RESOLVED, that allocation instructions shall be prepared for each claimant in accordance with the above. The Executive Director, appointed by the Commission, is authorized to sign the allocation instructions and to issue the instructions to the County Auditor to pay the claimants in accordance with the above allocations.

PASSED AND ADOPTED by the Siskiyou County Local Transportation Commission this 11<sup>th</sup> day of June 2024 by the following vote:

AYES:

NOES:

ABSENT:

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Bruce Deutsch, Chairperson

ATTEST:

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Melissa Cummins  
Executive Director



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director  
melissa@siskiyoucoltc.org

190 Greenhorn Road  
Yreka, California 96097  
D: 530.842.8238/C: 530.709.5060

To: Siskiyou County Local Transportation Commission

Agenda Item: 8

Date: June 11, 2024

Subject: Regional Surface Transportation Program Block Grant Program (RSTP) Available Funding

### **Past Action**

On May 14, 2024, the Commission reviewed project proposals and authorized allocations to four projects totally \$ 219,000. This left \$ 27,325 in available funds. During the meeting Commissioner Ogren shared information regarding a proposed project at the Collier Rest Area Interpretive and Information Center (CIIC) that was seeking funding and shovel ready. It was requested that this item be brought back to the Commission at the next meeting. Commissioner Ogren and Executive Director Cummins met to review the proposed project and the regulations governing the use of these funds.

### **Background**

The proposed project includes costs to purchase and install educational signage along a walking path at the Collier Rest Area Interpretive and Information Center. The estimates provided by Commissioner Ogren show the proposed project costs of \$ 25,830. The Executive Director has confirmed with the sign vendor and the construction contractor that their quotes or bids are still valid.

Chapter 18.2 of the Local Assistance Program Guidelines address the use of RTPA Exchange Funds. Excerpts of this document are included below:

*This subdivision is silent on the types of projects to be nominated. As such, and since these federal funds are exchanged for state funds coming from the State Highway Account (SHA), agencies can use these funds on a variety of projects pursuant to the eligibility stated in Article XIX of the State Constitution.*

*It is clear, however, that the funds are to be used on projects. Exchanged funds may be used for projects that are programmed in a region's Regional Transportation Improvement Program (RTIP), as nominated according to 182.6(d)(1) and implemented by cities, counties and other transportation agencies. These transportation agencies must be public and do not include, for example, private entities, non-profit agencies, and tribes.*

*Regarding project selection, 182.6 (e) states:*

*(e) The metropolitan planning organization and transportation planning agency, in cooperation with the department, congestion management agencies, cities, counties, and affected transit operators, shall select and program projects in conformance with federal law. It is important to note here that subdivision (e) states that projects must be selected and programmed in conformance with federal law. This section most certainly applies to those projects that will be funded with federal RSTP/RSTBGP funds. However, if the project is being funded with exchanged funds from the SHA, then the federal*



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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*requirements do not apply to how the projects are to be selected. RTPAs will select projects in accordance with their project selection process.*

Article XIX, California Constitution

*Section 2:*

*Revenues from taxes imposed by the State on motor vehicle fuels for use in motor vehicles upon public streets and highways, over and above the costs of collection and any refunds authorized by law, shall be deposited into the Highway Users Tax Account (Section 2100 of the Streets and Highways Code) or its successor, which is hereby declared to be a trust fund, and shall be allocated monthly in accordance with Section 4, and shall be used solely for the following purposes:*

*(a) The research, planning, construction, improvement, maintenance, and operation of public streets and highways (and their related public facilities for nonmotorized traffic), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.*

Any agency receiving an allocation of these funds must comply with the following requirements:

- Funds must be maintained in a separate account.
- Local agency overhead and other non-direct charges are ineligible expenses.
- Submit semi-annual progress reports to SCLTC including a description of work performed and costs incurred.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

Discussion and possible action regarding award of funding up to an amount not to exceed \$ 27,325.

Attachments (2)

- RSTP Allocation History Chart
- Project Proposal – Collier Rest Area Interpretive and Information Center (CIIC)

**COLLIER INTERPRETIVE SIGNS BUDGET SHEET – DEVELOPMENT (2023) & IMPLEMENTATION (2024)**

**Organization Name:** Collier Rest Area Information and Interpretive Center (CIIC)

**Project Title:** Collier Rest Area Interpretive Signs

**Total Project Budget:** \$45,845.00

| Revenue   |                    |                     |           |                         |
|---|--------------------|---------------------|-----------|-------------------------|
|   | Value              | 2023                | 2024      | Comments                |
| Funds Received from NCRP (Technical Assistance Funding) | \$15,000.00        | Awarded & Completed |           | For Pjct Development    |
| Funds From CIIC For Cal-Ore RC&D to Finalize Proposals  | \$ 1,500.00        | Committed           |           | For Pjct Development    |
| In Kind Volunteer Time (Table Below)                    | \$ 3,515.00        | Completed           |           | For Pjct Development    |
| Funds Requested from McConnell Fund                     | \$25,830.00        |                     | Requested | For Pjct Implementation |
| <b>Total for Dev and Implementation</b>                 | <b>\$45,845.00</b> |                     |           |                         |

| Expenses for 2024 Implementation      |        |                  |                    |          |
|---------------------------------------|--------|------------------|--------------------|----------|
| Item                                  | Number | Company          | Cost               | Comments |
| Manufacture of Porcelain Enamel Signs | 7      | Winsor Fireform  | \$14,086.00        |          |
| Manufacture of 3 Single Panel Frames  | 3      | Winsor Fireform  | \$ 2,688.00        |          |
| Manufacture of 2 Double Panel Frames  | 2      | Winsor Fireform  | \$ 2,756.00        |          |
| Frame Flange and Boot Covers          | 5      | Winsor Fireform  | \$ 1,500.00        |          |
| Shipping and Handling                 |        | Winsor Fireform  | \$ 1,600.00        |          |
| Set Frames in Concrete                | 5      | AWM Construction | \$ 3,200.00        |          |
| <b>Total</b>                          |        |                  | <b>\$25,830.00</b> |          |

| Income - In Kind<br>Design and Development Completed 2023                         |   |                           |                                 |                      |                |
|---|---|---------------------------|---------------------------------|----------------------|----------------|
| Volunteers<br>Volunteer time is valued at ~\$38.00/<br>Hour in California in 2023 | Oversee Sign<br>Design /<br>Development<br>and Text | Assisted with<br>Research | Assist with Text<br>Development | In-<br>Kind<br>Hours | Total<br>Value |
| Shasta Nation Consultants   |   | X                         | X                               | 26                   | \$ 988         |
| County Museum Staff   |   | X                         |                                 | 14                   | \$ 532         |
| Collier Staff   | X   | X                         | X                               | 35                   | \$1,330        |
| Forest Service Wildlife Biologist   |   |                           | X                               | 5                    | \$ 190         |
| Retired Natl Marine Fisherise Service<br>Fisheries Biologist                      |   |                           | X                               | 3.5                  | \$ 133         |
| Retired Forest Service Fire Manager   |   |                           | X                               | 5                    | \$ 190         |
| Retired Forest Service Landscape<br>Architect                                     |   |                           | X                               | 4                    | \$ 152         |
| <b>Total</b>  |   |                           |                                 | <b>92.5</b>          | <b>\$3,515</b> |



Siskiyou County Local Transportation Commission

Regional Surface Transportation Program Block Grant

| Agency                         | 2012/13           | 2013/14          | 2014/15           | 2015/16          | 2016/17           | 2017/18          | 2018/19     | 2019/20     | 2020/21          | Awarded 21/22    | Awarded 22/23 Cycle | Awarded 23/24 Cycle | Total by Agency:    | Additional Funding Requested: | Total by Agency (Including Requested Funding) |
|--------------------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------|-------------|------------------|------------------|---------------------|---------------------|---------------------|-------------------------------|---|
| Collier Interpretive Center    |                   |                  |                   |                  |                   |                  |             |             |                  |                  |                     |                     | \$ -                | \$ 25,830                     | \$ 25,830                                     |
| City of Dorris                 |                   |                  |                   | \$ 117,648       |                   |                  |             |             |                  |                  |                     |                     | \$ 117,648          |                               | \$ 117,648                                    |
| City of Dunsmuir               | \$ 52,455         |                  |                   |                  |                   | \$ 32,000        |             |             |                  |                  |                     | \$ 74,000           | \$ 84,455           |                               | \$ 84,455                                     |
| City of Etna                   |                   |                  |                   |                  | \$ 60,000         |                  |             |             |                  | \$ 110,000       |                     |                     | \$ 170,000          |                               | \$ 170,000                                    |
| Town of Fort Jones             |                   |                  |                   |                  |                   |                  |             |             |                  |                  |                     | \$ 55,000           | \$ -                |                               | \$ -  |
| City of Montague               |                   |                  |                   |                  |                   |                  |             |             |                  | \$ 84,000        |                     |                     | \$ 84,000           | \$ -                          | \$ 84,000                                     |
| City of Mt Shasta              | \$ 109,346        |                  | \$ 144,732        |                  | \$ 124,092        |                  |             |             |                  |                  |                     |                     | \$ 378,170          | \$ -                          | \$ 378,170                                    |
| City of Tulelake               |                   |                  |                   |                  |                   |                  |             |             |                  | \$ 41,336        | \$ 157,954          | \$ 90,000           | \$ 199,290          |                               | \$ 199,290                                    |
| City of Weed                   | \$ 37,500         |                  |                   | \$ 30,000        |                   |                  |             |             | \$ 90,000        |                  |                     |                     | \$ 157,500          | \$ -                          | \$ 157,500                                    |
| City of Yreka                  |                   |                  |                   |                  |                   |                  |             |             |                  |                  |                     |                     | \$ -                | \$ -                          | \$ -  |
| <b>Total Allocations RSTP:</b> | <b>\$ 109,346</b> | <b>\$ 89,955</b> | <b>\$ 144,732</b> | <b>\$ 30,000</b> | <b>\$ 184,092</b> | <b>\$ 32,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 90,000</b> | <b>\$ 41,336</b> | <b>\$ 351,954</b>   |                     | <b>\$ 1,073,415</b> |                               |   |

Fund Balance as of 06/05/2024: \$ 549,727.75  
 Anticipated Revenue: \$ -  
 Less Outstanding Allocations: \$ (522,402.25)  
 Current Fund Balance: \$ 27,325.50

Projects Funded through Commission's Allocation of CRRSSA

\$ 86,000 City of Fort Jones - Horn Street  
 \$ 43,664 City of Tulelake - C Street  
\$ 129,664

\* These funds are allocated directly to the agency and do not flow through the SCLTC.

Balance of Current Allocations

City of Etna \$ 104,112.25  
 Town of Fort Jones \$ 55,000  
 City of Dunsmuir \$ 74,000  
 City of Tulelake \$ 289,290



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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Melissa Cummins, Executive Director  
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190 Fairlane Road  
Yreka, California 96097  
D: 530.842.8238/C: 530.709.5060

To: Siskiyou County Local Transportation Commission

Agenda Item: 9

Date: June 11, 2024

Subject: Regional Surface Transportation Block Grant - Adoption of FY 2024/2025 Recommended Budgets

**Past Action**

On May 14, 2024, the Commission approved the Recommended budget for the RSTPG for FY 2024/2025 with modifications discussed during the meeting. After the meeting the Executive Director reviewed calculations and the amendments to confirm they were correct.

**Background**

It was noted in the minutes that the motion was to amend the resolution to reflect total revenue and expenses of \$ 251,241. Upon further review the amounts should be the following:

|              |                          |
|--------------|--------------------------|
| FY 2024/2025 | Revenues: \$ 125,000     |
|              | Expenditures: \$ 269,000 |

This assumes the next allocation of RSTPBG funding at \$ 120,000, which would be received in spring 2025. These figures do not account for any additional allocations of funding that may be approved during the June 11<sup>th</sup> meeting.

**Discussion**

If necessary, as requested by the Commission.

**Recommended Action**

Adopt Resolution approving the budget, with modifications, if necessary, for FY 2024-2025 for the Regional Surface Transportation Block Grant (Fund: 2537).

Authorize the Auditor-Controller to establish the budget as outlined in the attached document.

Attachments (1)

- Revised resolution, with Attachment A, approving the FY 2024/2025 Regional Surface Transportation Block Grant budget.

Siskiyou County Local Transportation Commission

Resolution No. \_\_\_\_\_

Resolution Adopting Recommended Budget for FY 2024/2025  
Regional Surface Transportation Block Grant (Fund 2537)

WHEREAS, the Siskiyou County Local Transportation Commission (SCLTC) is responsible for adopting an annual Budget each fiscal year that identifies anticipated revenues and expenditures; and

WHEREAS, the SCLTC Regional Surface Transportation Block Grant Recommended budget for FY 2024/2025, as shown in Attachment A (Fund 2537), includes revenues and expenses related to the revenues received under the California Department of Transportation Federal Apportionment Exchange Program; and

WHEREAS, the SCLTC authorizes the Executive Director to modify line-item amounts within the budget for daily operations if the overall revenues and expenditures are in accordance with the amounts shown in Attachment A; and

NOW, THEREFORE, BE IT RESOLVED that the Siskiyou County Local Commission Transportation hereby approves the FY 2024/2025 budgets as follows:

Fund: 2537

Revenues: \$ 125,000

Expenditures: \$ 269,000

PASSED AND ADOPTED by the Siskiyou County Local Transportation Commission this 11<sup>th</sup> day of June 2024 by the following vote:

AYES:

NOES:

ABSENT:

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Bruce Deutsch, Chairperson

ATTEST:

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Melissa Cummins  
Executive Director

Local Transportation Commission - RSTPB

Fund: 2537-303022

| Row Labels                   | FY 2023/2024<br>Adj Budget | FY 2023/2024<br>(04102024) | FY 2023/2024<br>630YTD | FY 2024/25<br>DEPREQ |
|------------------------------|----------------------------|----------------------------|------------------------|----------------------|
| <b>530100</b>                |                            |                            |                        |                      |
| INTEREST                     | \$ 3,500.00                | \$ 9,055.51                | \$ 14,056.00           | \$ 5,000.00          |
| <b>540800</b>                |                            |                            |                        |                      |
| STATE OTHER                  | \$ 107,730.00              | \$ 107,730.00              | \$ 237,185.00          | \$ 120,000.00        |
| <b>728000</b>                |                            |                            |                        |                      |
| SPECIAL DEPARTMENTAL EXPENSE | \$ 501,020.00              | \$ 89,887.75               | \$ 364,178.00          | \$ 269,000.00        |
| <b>Grand Total</b>           | <b>\$ 612,250.00</b>       | <b>\$ 206,673.26</b>       | <b>\$ 615,419.00</b>   | <b>\$ 394,000.00</b> |

|                     |                 |               |                 |                 |
|---------------------|-----------------|---------------|-----------------|-----------------|
| Total Revenue:      | \$ 111,230.00   | \$ 116,785.51 | \$ 251,241.00   | \$ 125,000.00   |
| Total Expenditures: | \$ 501,020.00   | \$ 89,887.75  | \$ 364,178.00   | \$ 269,000.00   |
| Net Total:          | \$ (389,790.00) | \$ 26,897.76  | \$ (112,937.00) | \$ (144,000.00) |



**Siskiyou County Local Transportation Commission**  
REGIONAL TRANSPORTATION PLANNING AGENCY

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To: Siskiyou County Local Transportation Commission

Agenda Item: 10(A/B/C)

Date: June 11, 2024

Subject: Other Business

**Discussion**

- A. Executive Director – Other updates for the Commission.
- B. Other topics from the Commission that do not require a formal agenda item.
- C. Next regular meeting – Tuesday, August 20, 2024, at 10:30 a.m.

**Recommendation Action**

Adjourn meeting.