



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante, Executive Director

## AGENDA

### INYO COUNTY LOCAL TRANSPORTATION COMMISSION Bishop City Council Chambers 301 W. Line St., Bishop, CA 93514 8:00 a.m.

Justine Kokx is inviting you to a scheduled Zoom meeting.  
Topic: Inyo County Local Transportation Commission Regular Meeting  
Time: Jun 19, 2024, 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81545484385?pwd=yPpeolTtytIVQrvIHIRxqXGSpbT9Ht.1>

Meeting ID: 815 4548 4385

Passcode: 366991

• +1 669 900 9128 US (San Jose)

All members of the public are encouraged to participate in the discussion of any items on the Agenda. Questions and comments will be accepted via e-mail to: [jkokx@inyocounty.us](mailto:jkokx@inyocounty.us). Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Inyo County Local Transportation Commission. PUBLIC NOTICE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Transportation Commission Secretary at (760) 878-0201. Notification 48 hours prior to the meeting will enable the Inyo County Local Transportation Commission to make reasonable arrangements to ensure accessibility to this meeting (28CFR 35. 102-35. ADA Title II).

## June 19, 2024

### 8:00 a.m. Open Meeting

1. Roll Call
2. Public Comment

## ACTION ITEMS

1. Consent Agenda
  - a. Request approval of the minutes of the meeting of May 15, 2024
  - b. Approve via Minute Order Final [FY2024-2025 Overall Work Plan](#)
  - c. Approve Resolution No. 2024-02 Adopting 2024 Unmet Transit Needs
  - d. Ratify via Minute Order the Letter of Support for the Big Pine Tribe's Active Transportation Plan

2. Request Commission Approve Resolution No. 2024-03 Apportioning and Allocating the FY2024-2025 Local Transportation Funds (LTF)
3. Request Commission approve Resolution No. 2024-04 allocating FY2024-2025 State Transit Assistance (STA) Funds in the amount of \$225,961 to Eastern Sierra Transit Authority (ESTA) for public transit operating and capital expenses.
4. Request Commission Approve Resolution No. 2024-05 Allocating FY2022-2023 LTF Reserves
5. Request Commission Approve Resolution No. 2024-06 Apportioning and Allocating FY2023-2024 Regional Surface Transportation Program (RSTP) Exchange Funds

### **DISCUSSION ITEMS**

### **INFORMATIONAL ITEMS**

6. Q3 OWP Report/Rural Planning Assistance invoice to Caltrans
7. City of Bishop Report
8. ESTA Executive Director's Report
  - Executive Director's Report
9. Caltrans Report
  - MOU Projects Update
  - 'Top-5' Regional Funding Priority List
  - Caltrans Monthly Report
10. Tribal Report
11. DVNP Report
12. USFS Report
13. Executive Director's Report
  - LTC projects map/update
14. Reports from all members of the Inyo County LTC

### **CORRESPONDENCE**

None

### **ADJOURNMENT**

Adjourned until 8:00 a.m. Wednesday July 17, 2024, Independence Board Chambers

**UPCOMING AGENDA ITEMS**

ICEVCINP Stakeholder identification

Project identification for Future PSR's

Develop Leveraging Strategy/Policy to incorporate into RTP

Letter of Support for WaterSMART Grant Program: Lone Pine Water Systems Upgrade

Action Item No. 1

Consent Agenda



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante, Executive Director

## Minutes

### INYO COUNTY LOCAL TRANSPORTATION COMMISSION Bishop City Council Chambers 301 W. Line St., Bishop, CA 93514 8:00 a.m.

All members of the public are encouraged to participate in the discussion of any items on the Agenda. Questions and comments will be accepted via e-mail to: [jkokx@inyocounty.us](mailto:jkokx@inyocounty.us). Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Inyo County Local Transportation Commission. PUBLIC NOTICE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Transportation Commission Secretary at (760) 878-0201. Notification 48 hours prior to the meeting will enable the Inyo County Local Transportation Commission to make reasonable arrangements to ensure accessibility to this meeting (28CFR 35. 102-35. ADA Title II).

### May 15, 2024

#### 8:04 a.m. Open Meeting

#### 1. Roll Call

#### Commissioners Present

Vice Chair: Jeffery Ray  
Commissioner: Jennifer Roeser  
Commissioner: Stephen Muchovej  
Commissioner: Scott Marcellin

#### Others Present

Justine Kokx: LTC Transportation Planner  
Tina Chinzi: LTC Secretary  
Michale Errante: Executive Director Inyo County Public Works  
Robert Strub; Lone Pine Resident  
Sabine Elia: Lone Pine Resident  
Maggie Ritter: Caltrans  
Neil Peacock: Caltrans  
Annelise Quintanar: Caltrans  
Cindy Duriscoe, Big Pine Paiute Tribe  
Nora Gamino, City of Bishop  
Brian Adkins, Bishop Paiute Tribe

## 2. Public Comment

None

### ACTION ITEMS

1. Approve the virtual participation by Chair Berg in accordance with AB 2449

Chair Berg was unable to attend due to unforeseen circumstances.

2. Consent Agenda

a. Approval of the minutes of the meeting of February 21, 2024

b. Approval of Resolution No. 2024-01 allocating \$50,051 of FY23-24 Low Carbon Transit Operations Program (LCTOP) funds for the purchase of an electric vehicles and infrastructure, and to authorize the Eastern Sierra Transit Authority's Executive Director to complete and execute all documents for the LCTOP submittal, allocation requests, and required reporting.

c. Approve via Minute Order Final [2023 Inyo County Active Transportation Plan](#).

d. Approve via Minute Order Amendment No. 1 to the [Regional Transportation Plan](#) to be consistent with the Inyo County Active Transportation Plan.

**\*\*Approval of the consent agenda motioned by Commissioner Muchovej and seconded by Commissioner Roeser. All in favor.**

3. Request Commission commit STIP funds and/or LTF Bicycle & pedestrian funds to serve as leveraging for ATP projects, provide direction to staff, and authorize the Executive Director to sign the letter(s) of commitment.

Discussion:

Justine summarized that the City of Bishop and Inyo County are applying for ATP grants this cycle. The Commission is being asked to commit some level of funds to earn more points. We have Bike and Ped funds from LTF/TDA funding of a little over \$200k. STIP funding is a question with unknown factors such as whether the ITIP will be covering the cost of the overrun on the Olancho/Cartago project.

Commissioner Roeser expressed concerns about the cost overruns, the liability of the overage as well as how it may affect future STIP funding by committing to ATP with so many unknowns. She remains supportive of the ATP projects but would possibly like to see funds go to improvements on streets and residential communities with the leftover funds then being allocated to ATP.

Executive Director Michael Errante explained that the \$32 Million overrun costs are due to unforeseen delays due to damage caused by atmospheric river storms & hurricane Hilary, and redesign needs to avoid archeological finds. Caltrans has been advocating for the state to pay the difference. The request for ITIP funds is going before the CTC on May 17, 2024.

Vice Chair Ray asked about the liability. Shouldn't that have been billed to FEMA or federal disaster funding? Inyo shouldn't be on the hook for it. Commissioner Roeser and Maggie Ritter chimed in was their understanding that that was taking place. Also, Director Dermody has advocated at the highest levels to ensure that the additional costs are not paid for by MOU partner funding.

Commissioner Muchovej would prefer to maximize the leverage from STIP funds to prioritize improvements in our streets and residential communities, such as these ATP projects, rather than be beholden for another decade to the Olancho Cartago project that has become a giant black hole. Leveraging at the 5% level would provide a significant return on investment, something like 4 to 1. We still need to come up with the other 85 points to be competitive in this program though, which is a challenge. Neil Peacock from Caltrans agrees with Commissioner Muchovej's earlier statement that matched funds are a good return on investment. He also recommended that the County's RTP include a policy element that prioritizes match as a strategy to access funding. He recommended looking at RSTP specifically as a source of future matching funds.

Commissioner Roeser appreciates the idea of leverage and the idea of return on investment; she appreciates that these ATP projects are important projects but is leery of potentially throwing our STIP back to an extremely low number or negative again. She would prefer to allow STIP funds to build back up for so many needed projects.

Commissioner Muchovej appreciated Neil's idea of having Justine develop a matching strategy for a future agenda item. He also is thinking about the return on investment to our citizens, and is completely willing to commit the bike and pad funds for this, and then whatever is needed to get up to 5 points from our future STIP.

Commissioner Muchovej made a motion to commit the bike and ped funds and whatever is needed to get up to 5 points from the future STIP. Commissioner Garcia seconded the motion.

**\*\*Approval of the Commission to commit funds motioned by Commissioner Muchovej and seconded by Commissioner Garcia. Motion passed 3-2.**

### **DISCUSSION ITEMS**

4. Request Commission receive a copy of the meeting notes of the Social Security Transit Advisory Council meeting held February 15, 2024, and draft Unmet Needs List for 2024

Justine explained that the TDA requires the TPA and the LTC to conduct a meeting with the Social Services Transit Advisory Committee to discuss unmet transit needs in the region. During the recently held meeting the representatives from Lone Pine and Bishop locations highlighted their needs, with some to be addressed in the list of unmet needs list for approval next month. Some items on the list include transit use incentives such as group discounts, as well as overnight

parking in Bishop, easier payment system, Lone Pine Dial a ride on the weekends and free ride days. There was also some discussion of how to get to LAX. Commissioner Muchovej stated it was nice to see prior year unmet needs being met, such as weekend Mammoth express service and weekend 395 service to Reno. There was also much praise for ESTA and the drivers. Two public hearings were scheduled as required but no one showed up so that was a good sign.

## **INFORMATIONAL ITEMS**

### **5. FY21-22 Financial Audit of the LTC**

Justine confirmed that the FY21-22 financial audit for the LTC met the requirements.

### **6. Informational Item: FY2024-2025 Local Transportation Fund Estimate**

The annual local transportation fund estimate for FY 24-25 will be presented for approval next month and staff is preparing the LTF reserves distribution for FY23-24 fiscal year.

### **7. Q1-2 OWP Reports/Rural Planning Assistance invoices to Caltrans**

Justine stated this is a routine report to Caltrans for the OWP and they also serve as the Rural Planning Assistance (RPA) invoices. The third quarter was just completed, and we are on track to fully extend the RPA and next focus on Programming, Planning and Monitoring (PPM).

### **8. City of Bishop Report**

Nora Gamino discussed several ongoing projects including the “Connecting Bishop” project, which is now looking at multi-use sidewalks, the East Line Bridge project facing funding issues, and the South Warren St improvement project nearing completing environmental compliance. She also addressed issues related to truck parking on Hwy 6 and ideas to encourage drivers to go a little further to actual rest stops were discussed.

### **9. ESTA Executive Director’s Report**

- Executive Director’s April Report

Commissioner Roeser spoke of concerns of the potential impact of the Red’s Meadow construction project on ESTA’s budget.

### **10. Caltrans Report**

- Caltrans Monthly Report

Annelise provided updates on various Caltrans projects and highway conditions.

### **11. Tribal Report**

- Brian Adkins – Letter of Support for the Bishop Paiute Tribe’s EV charging infrastructure, planning and workforce development project.



Brian Adkins, Environmental Director of the Bishop Paiute Tribe, thanked the LTC commissioners for the letter of support for seeking funding for their EV charging project. He looks forward to partnering with Inyo County in the development of the County EVCINP.

Cindy Duriscoe discussed that both Bishop and Big Pine tribes are still completing updates on documents and budget scheduling for the Clean Mobility Options project. They are close to signing voucher agreements to get the project started hopefully by the end of June. They will also be requesting a letter of support from the LTC for their ATP project for an application for writing a comprehensive active transportation plan. Cindy will send the details of the plan, scope of work etc. to Justine. They would need the letter no later than the second week of June.

## **12. DVNP Report**

## **13. USFS Report**

None

## **14. Executive Director's Report**

- ICEVCINP bid review

Executive Director Michael Errante stated 7 proposals were received and after reviewing all bids, DKS was selected as the highest rated consultant. The plan will develop a roadmap for charging infrastructure, focusing on areas that make sense for placing EV stations, cost analysis and presenting a picture of what will be best for this area based on locations, power availability, needs, gaps, current usage versus potential usage and feasibility. A specific focus will be placed on recreational locations, County parks and County facilities. Further consideration is being made on converting the County fleet with hydrogen is being looked at as a possibility as well.

Justine followed up on previous requests from the Commissioners requesting alternative fuels stakeholder or advisory group. A primary element of the ICEVCINP is the development of a stakeholder engagement committee.

Commissioners Marcellin, Muchovej, and Ray expressed their concerns about restroom facilities being considered in the planning to avoid some of the same biohazard issues currently being faced on Hwy 6 and in Lone Pine.

Commissioner Ray also brought up concerns of the power that will be needed considering CA is already dealing with power issues.

- Olancho Cartago four-lane update

Previously discussed in Item 3 of the agenda.

- LTC projects map/update

Executive Director Michael Errante gave a summary of ICLTC ongoing projects: Whitney Portal Road Project - bids were delayed by one week but should open next week anticipating work to proceed hopefully sometime in June. October is the estimated completion timeframe.

The State Road Land Road Flap grant is under design.

The Lone Pine ADA sidewalk is under construction now, working on water lines now.

The Lone Pine Town Streets rehab is scheduled for 25/26 but may be pushed out a little bit while we go after earmarked funds to redo water lines rather than building on top of dilapidated utilities. Commissioner Roeser suggested writing a letter to our Senator to encourage sponsorship of earmarked funds.

HSIP grant Emigrant Pass - resurfacing to increase the friction and signage to make it safer. Working on RFP now.

Onion Valley Guardrail project has come to completion and the road is open.

Public comment from Robert Strub – he thanked Mr. Errante for all the work being done in Lone Pine and he appreciates all that is being done.

## **15. Reports from all members of the Inyo County LTC**

### **CORRESPONDENCE**

None

### **ADJOURNMENT**

Adjourned until 8:00 a.m. Wednesday June 19, 2024, Bishop City Hall

### **UPCOMING AGENDA ITEMS**

- STIP-Olancha-Cartago Update from Caltrans (June)
- RSTP Exchange distribution (June)
- FY22-23 LTF Reserves Distribution (June)
- Adoption of 2024 Unmet Transit Needs (June)
- Adoption of FY24-25 Overall Work Program (June)
- Apportion and Allocate FY25-26 TDA funding (June)



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante  
Executive Director

TO: Inyo County Local Transportation Commission

FROM: Justine Kokx, Transportation Planner

DATE: June 19, 2024

SUBJECT: Final FY2024-2025 Overall Work Program

---

**Recommended Action** Staff is recommending the Commission approve via Minute Order the Draft Overall Work Program (OWP) as Final and authorize the Executive Director to sign related documents and make minor technical changes if needed.

Every year the Inyo County Local Transportation Commission (ICLTC) is required to adopt an Overall Work Program. The OWP is a one-year scope of work and budget that provides a framework for transportation planning activities during the fiscal year. It is a summary of proposed work and estimated costs tied to specific available funding sources and transportation planning activities. The OWP is prepared in accordance with the 2017 Regional Planning Handbook.

The OWP includes anticipated expenditures and descriptions of activities for three types of funds that comprise the bulk of the ICLTC budget. Rural Planning Assistance (RPA) funds are the largest portion, totaling \$230,000 (Plus rollover); Planning, Programming & Monitoring (PPM) funds totaling \$157,000 (FY22-23 & 23-24); and Transportation Development Act (TDA) funds for administration and audits, and transit-related activities, totaling an estimated \$97,169.

### **Rural Planning Assistance (RPA)**

The OWP outlines how the ICLTC will use RPA funds. The RPA funds must be used for activities associated with the rural planning process. The funds should not be used for activities that go beyond the planning process or for activities that have been identified as ineligible such as project-specific work involving transportation engineering, Transportation Development Act administration, and non-planning grant administration. The 2017 Regional Planning Handbook is the guide for determining eligible expenses for the RPA funding.

### **Planning Programming and Monitoring (PPM) Funds**

PPM funds are available to the ICLTC to cover costs of:

- Regional transportation planning, including the development and preparation of the regional transportation plan.
- Project planning, including the development of project study reports, studies conducted by regional agencies or by local agencies in cooperation with regional agencies.
- Program development, including the preparation of RTIPs and studies supporting them.
- Monitoring the implementation of STIP projects, including project delivery, timely use of funds, and compliance with State law and the California Transportation Commission's guidelines.

RTPAs can use up to 5 percent of STIP money for PPM. PPM can be used either for planning activities or for project development. There is \$157,000 in PPM funds available to the ICLTC in FY 2024-2025 as part of the 2022 State Transportation Improvement Program (STIP). The ICLTC has up to three years to use these funds. During FY24-25, we anticipate expending FY22-23 & FY23-24 PPM funds.

### **Transportation Development Act (TDA) administrative funds**

These funds are used for tasks necessary for the allocation of Transportation Development Act funds to eligible transit claimants. For many years the ICLTC has used the funds derived from the administration of the Transportation Development Act for general LTC-related indirect costs. TDA Administrative funds are also being set aside for the completion of a fiscal audit of the FY2022-2023 ICLTC. The Triennial Audit of the ICLTC will also be conducted for FY19-20 through FY21-22.

### **Prior Year examples of work conducted.**

- Development and approval of the 2024 Regional Transportation Improvement Plan.
- Continued implementation of the 2022 State Transportation Improvement Program.
- The allocation of Local Transit Funds and State Transit Assistance funds to the Eastern Sierra Transit Authority.
- Submitted Initial SB 125 Program funding request/application.
- Finalized the 2023 update to the Regional Transportation Plan (RTP).
- Prepared the 2023 update to the Active Transportation Plan.
- Staff began work on Project Study Reports for Old Spanish Trail.
- Continued preliminary engineering work for the FLAP grant for State Line Road rehabilitation.
- Continued Tri-County MOU discussions and negotiations and secured RTIP funding for Lone Pine Town Streets project (construction estimated FY25-26).
- Coordinated with Big Pine Paiute Tribe for their Active Transportation Project (ATP).
- Monitored combined use routes as set forth by Assembly Bill 628 and Senate Bill 1345.
- Prepared report to the Legislature regarding Combined use routes.
- Submitted ATP grant application for the Tecopa: Bicycle and Pedestrian Safety Corridor Project.
- Explored the possibility of using an AI software program to assist with inventory of the Pavement Management Program.

- Ongoing preparation of agendas and minutes for ICLTC meetings, completion of quarterly invoices, and development of quarterly reports to the ICLTC.

### **Next Year**

- Conduct 1/3 of the Pavement Management Program, possibly with the assistance of AI technology.
- Continue to incorporate Pavement data into GIS system.
- Remain open to Tri-County MOU discussions and negotiations.
- Coordinate with Caltrans, County and law enforcement for the impending closure of combined use routes.
- Completion of agendas and minutes for ICLTC meeting, completion of quarterly invoices, and development of quarterly reports to the ICLTC.
- Attend monthly & bi-monthly meetings of the Mono County LTC, RTPA and RCTF groups.
- Identify projects for upcoming RTIP, i.e., airport circulation enhancements, E. Line Street Bridge reconstruction & improvements, Old Spanish Trail rehabilitation, MOU projects.
- Implement the Sustainable Transportation Planning grant for the ICEVCINP.
- Develop the Stakeholder advisory committee as a part of the ICEVCINP.
- Coordinate with Big Pine Paiute and Bishop Paiute Tribes' EV planning and installation efforts.
- Prepare grant application for HSIP Cycle 12.
- Participate and coordinate in activities between Caltrans, ICLTC, and the Eastern California Transportation Planning Partnership.
- Identification of future needs and opportunities for RTP implementation.
- Monitor progress and programming of local agency projects in current and future STIP cycles.
- Monitor the state of transportation funding considering the current State budget challenges.
- Monitor the allocation of SB125 funds to the Eastern Sierra Transit Authority.
- The ongoing allocation of Local Transit Funds and State Transit Assistance funds to the Eastern Sierra Transit Authority.

Attachments: Caltrans District 9 comment letter & response to comments  
 Draft OWP incorporating changes made in response to comments

## California Department of Transportation

DISTRICT 9  
500 SOUTH MAIN STREET | BISHOP, CA 93514  
(760) 784-4236 TTY 711  
[www.dot.ca.gov](http://www.dot.ca.gov)



April 4, 2024

Ms. Justine Kokx  
Transportation Planner  
Inyo County Local Transportation Commission  
168 Edwards St., P.O. Drawer Q  
Independence, CA 93526

Dear Ms. Kokx:

Thank you for the opportunity to review and comment on the Inyo County Local Transportation Commission (ICLTC) Fiscal Year (FY) 2024-2025 Draft Overall Work Program (OWP). Based on our review and that of the Office of Regional Planning (ORP), we offer the following comments:

### General Comments

- We commend ICLTC for their thorough explanation of how tasks are assessed for eligibility and the frequency at which each task is performed.
- The introduction provided valuable background information about Inyo County and its connections to different agencies, offering informative insights.
- Inyo also effectively outlines the process of regional planning in the area.
- The organizational chart is helpful in providing a visual representation of the ICLTC's organizational structure.
- MPO/RTPAs are encouraged to include placeholder WE(s) for FY 2024-25 Sustainable Transportation Planning Grant's which they applied for. Reminder: FY 2024-25 grants will not be awarded before the final OWP is approved.
- The OWP did a great job defining acronyms and providing definitions. The glossary was also informative.

### Specific Comments

- **Introduction**
  - The information was well organized and provided valuable insight regarding Inyo County's background, current needs, and future endeavors.
- **Work Element 100.1 – Compliance and Oversight**
  - Caltrans supports the focused efforts of monthly tribal meetings and continued correspondence with Inyo County.
- **Work Element 300.1 – Administer Transit**

"Provide a safe and reliable transportation network that serves all people and respects the environment"

- o In Section 4, it states "review transit operations and make recommendations for adjustments in service...". A potential note to add to Section 4, in *Work Element 300.1*, is factoring in and researching the required maintenance needs for alternatively fueled vehicles and infrastructure.

Suggested comment was added to Section 4 of WE 300.1

- **Work Element 400.1 – Project Development and Monitoring**

- o Section 4, 5 and 8 highlight a valuable metric for grant funding. Investing in data compilation and collaboration with local law enforcement will be insightful in proposing "high priority" areas of focus.
- o Section 9 reiterates the importance of collaborating with local tribes. Suggest the topic of sharing local traffic data at the coordinated monthly meetings. Comparing and/or sharing local data could streamline traffic data compilation. This could provide a clearer image of Inyo County's entire traffic needs and potential project opportunities.
- o Caltrans will provide information and/or guidance from HQ regarding Inyo County's planning implementation of potential hydrogen fueling stations in the region, in Section 13.

Incorporated traffic data sharing between tribes and county into WE 400.1 Section 9.

- **Work Element 400.3 Inyo County Electric Vehicle Charging Infrastructure and Network Plan**

- o Please include Caltrans as a collaborative agency in conducting interviews and/or selecting a consultant.
- o The task breakdown and analysis are sufficient in providing clear guidance.

- **Work Element 500.1 Coordination & Regional Planning**

- o Caltrans supports the continued coordination of Inyo County and its respective agencies. Making meetings remotely accessible is valuable in a vast county such as Inyo.

- **Work Element 600.1 PMP/GIS**

- o Caltrans supports the continued efforts of Inyo County implementing GIS. Caltrans can provide applicable resources and/or HQ guidance relevant to GIS inquiries

- **Work Element 700.1 Planning, Programming, and Monitoring**

- o Inyo County provided a clear and current plan for managing future funding whilst complying with State and Federal regulations.

### Reminders

Final OWP package is due to Caltrans by **May 30, 2024**. The following items must be included in the final OWP package:

- Response letter acknowledging Caltrans comments on the draft OWP. The response needs to demonstrate where Caltrans comments were addressed within the Final OWP.
- Electronically signed Overall Work Program Agreement (OWPA)
- Budget Revenue Summary (BRS)

At the time of this document's final preparation, the consultant procurement process has moved beyond selection. Caltrans has been provided the selected consultant's proposal.

Ms. Kokx, Transportation Planner  
April 4, 2024  
Page 3

- Board Resolution approving the OWP
- Electronically signed Certifications and Assurances
- Final OWP and Appendices

If you have any questions, please contact Annelise Quintanar via email at [Annelise.quintanar@dot.ca.gov](mailto:Annelise.quintanar@dot.ca.gov).

Sincerely,

Neil Peacock

NEIL PEACOCK  
Caltrans District 9  
Planning & Modal Programs Manager

**Signature:** *Neil Peacock*

**Email:** [neil.peacock@dot.ca.gov](mailto:neil.peacock@dot.ca.gov)



**2024-2025 OVERALL WORK PROGRAM**  
**FOR THE**  
**INYO COUNTY LOCAL TRANSPORTATION COMMISSION**

[Contents](#)

INTRODUCTION	1
Figure 1 INYO COUNTY SITE AND LOCATION MAP	2
ORGANIZATION	4
Figure 2 - INYO COUNTY LOCAL TRANSPORTATION COMMISSION ORGANIZATIONAL CHART	5
ORGANIZATIONAL PROCEDURES AND DOCUMENTS	6
ISSUES AND CONCERNS	6
Highways	6
Air Quality	9
Aviation	9
Freight	10
Public Transportation	10
RESPONSIBILITIES AND BACKGROUND	11
TRIBAL CONSULTATION	13
PUBLIC PARTICIPATION	13
Summary of FY 2023-2024 Work and Accomplishments	14
Core Planning Functions	15
Performance Management	15
State of Good Repair	17
FEDERAL PLANNING FACTORS	17
	1

PLANNING ACTIVITIES	21
WORK ELEMENT 100.1 Compliance and Oversight	22
WORK ELEMENT 110.1 Overall Work Program (OWP)	24
WORK ELEMENT 300.1 Administer Transit	25
WORK ELEMENT 310.1 Coordinate Transit Services	27
WORK ELEMENT 400.1 Project Development & Monitoring	29
WORK ELEMENT 400.2 Development of Grant Proposals	31
WORK ELEMENT 400.3 Inyo County Electric Vehicle Charging Infrastructure and Network Plan (ICEVCINP)	33
Work Element 400.4 Monitor Changes in Transportation Revenue and Funding Structure	36
WORK ELEMENT 500.1 Coordination & Regional Planning	37
WORK ELEMENT 510.1 Regional Transportation Plan	39
WORK ELEMENT 600.1 PMP/GIS	41
WORK ELEMENT 700.1 Planning, Programming, and Monitoring	42
2024/2025 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY	50
Glossary of Terms and Acronyms	52

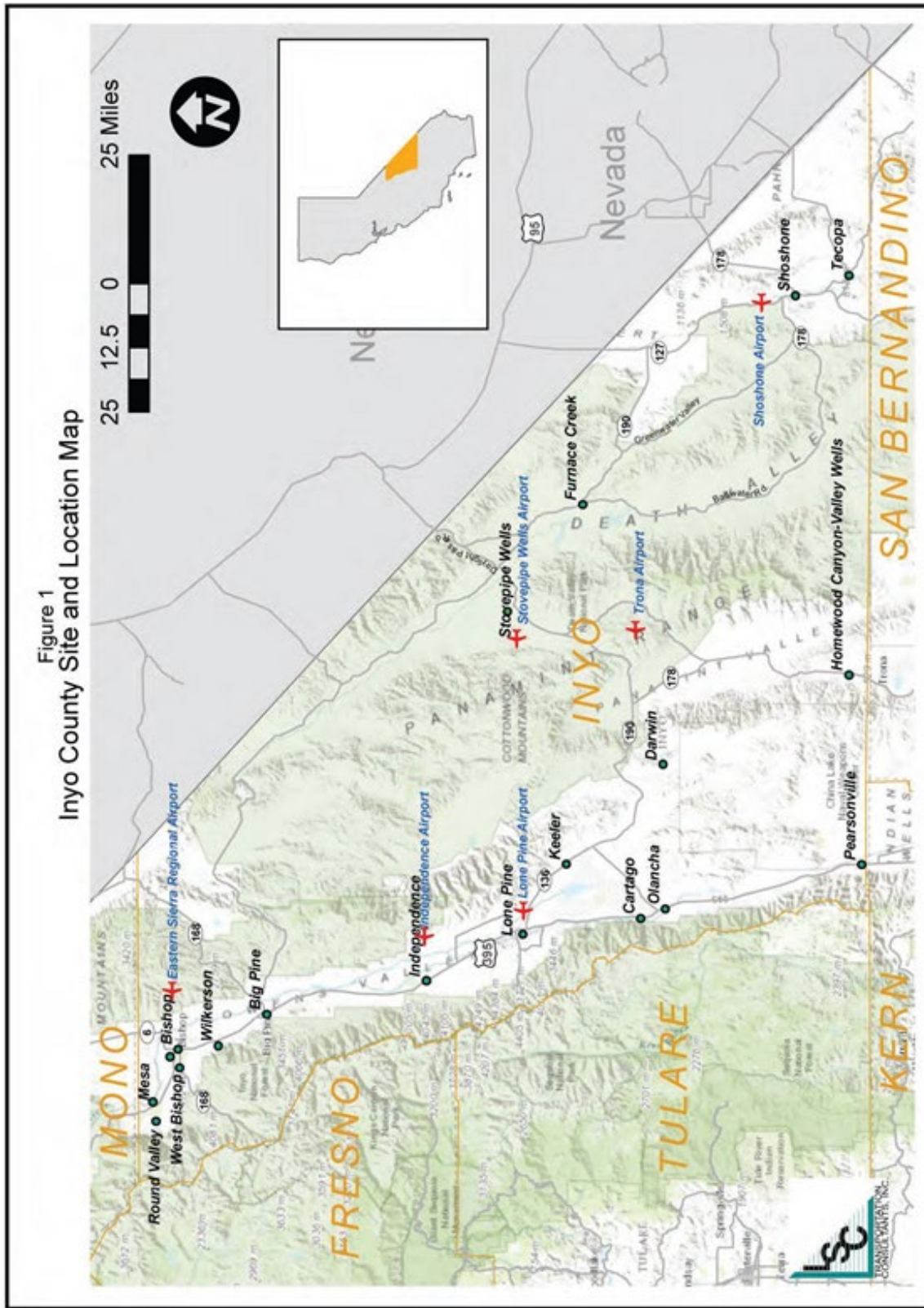
**2024-2025 OVERALL WORK PROGRAM**  
**FOR THE INYO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**

**INTRODUCTION**

The Inyo County Local Transportation Commission (ICLTC) is the designated Regional Transportation Planning Agency (RTPA) for Inyo County. Inyo County is located in the central eastern part of the state and is bounded by the counties of Tulare and Fresno to the west along the crest of the Sierra Nevada, Mono to the north, Kern and San Bernardino to the south, and the State of Nevada to the east (Figure 1).

Inyo County is the second largest county in the State of California, with an area of 10,197 square miles. The 2020 Census estimate reports the County's population to be 19,016, with a population density of 1.9 persons per square mile. About 98% of the land in the County is owned by public agencies. The greatest portion of the population resides in communities along US 395, which runs generally north/south near the western boundary of the County. There are several small communities in the southeastern portion of the County as well. The City of Bishop, along with the suburbs immediately surrounding it, contains over 50% of all County residents and approximately 67% of the County's residents live within a 15-mile radius of Bishop. Bishop is the only incorporated city in the County.

Figure 1 INYO COUNTY SITE AND LOCATION MAP



Due to the expansive holdings of land by the Federal Government, the Los Angeles Department of Water and Power and the State of California, the future growth of Inyo County will be confined primarily to small areas of private land. Given the scattered nature of these private land holdings, it is unlikely that any major urban growth or significant development within the existing communities will occur. Lack of affordable and available workforce housing is an ongoing concern in Inyo County. One possible exception to this scenario does exist in the far southeasterly portion of the county where larger tracts of land are in private ownership and the area may be subject to development pressure from the suburban expansion of the City of Las Vegas. The sizable remaining amount of private land around Pahrump in Nevada coupled with a differing tax structure likely is the reason these areas have not been developed. The availability of water may also be a factor. In 2018, the Inyo County Board of Supervisors adopted three ordinances regulating cannabis activities in the unincorporated areas of Inyo County. Commercial cannabis production is permitted on rural residential zoned areas, and multiple developments are occurring in Charleston View and Stewart Valleys.

Tourism is the major economic driver in the County. The spectacular diversity of scenery, topography, climate, and abundant recreational opportunities attract a broad range of visitors to the County. Inyo County features the highest point in the contiguous 48 states (Mt. Whitney, 14,505 ft.) and the lowest point in the Western Hemisphere (Badwater Basin, Death Valley National Park, -282 ft. below sea level). Each year, at least 7 million recreational visitor-days are generated on the National Forest, National Park, Bureau of Land Management, City of Los Angeles, and private lands in the County. A vast majority of the visitors seeking recreation arrive via the State Highway System.

Growth in the economy of the County is occurring slowly but is expected to continue as a result of increased recreational activity and an increasing number of retirees selecting Inyo County as their place of residence. A growing number of tourists, particularly from the Southern California area, are being attracted to the County. Leisure time, surplus expendable income, increased mobility, and urban population pressure for land suitable for recreation result in recreational travel to more desirable areas. This development will continue to cause trade and services to increase faster than any other sector of economic activity.

Digital 395, a project funded by an American Recovery Act of 2009 grant, installed fiber optic cable along the US 395 corridor and provides broadband Internet access to the area. This provides an opportunity for an increase in Internet-based businesses in the Eastern Sierra. In 2023, the Inyo Mono Broadband Consortium was awarded a planning grant to expand service to unserved or underserved communities. California allocated funding in SB156 for a statewide middle-mile network as well as for last-mile construction. Inyo county was awarded funding to connect communities from Lone Pine, south to Death Valley to existing broadband infrastructure.

## **ORGANIZATION**

The Inyo County Local Transportation Commission (ICLTC) is the designated Regional Transportation Planning Agency (RTPA) for Inyo County.

### **A. History**

The ICLTC was established pursuant to State Government Code Section 29535 on July 12, 1972, by resolutions of the Inyo County Board of Supervisors and the Bishop City Council. This entity was then designated as the transportation planning agency for Inyo County by the State Secretary of the Business, Transportation and Housing Agency.

### **B. Purpose**

The ICLTC is authorized to act as the lead transportation planning and administrative agency for transportation projects and programs in Inyo County. It is intended that the coordinated efforts of City, County and State level representatives and their technical staff, through the ICLTC, will implement appropriate solutions to address overall County transportation needs.

The primary duties of the ICLTC consist of the following:

1. Administration of Transportation Development Act (TDA) funds.
2. Development and implementation of the Inyo County Regional Transportation Plan (RTP).
3. Preparation and implementation of the annual Overall Work Program (OWP).
4. The ICLTC is responsible for the preparation of the Regional Transportation Improvement Program (RTIP), in collaboration with the California Department of Transportation (Caltrans) and submitted for adoption by the California Transportation Commission (CTC).
5. Review and comment on the State Transportation Improvement Program (STIP).
6. Review and prioritize grant applications for various funding programs.

### **C. ICLTC Membership**

The ICLTC membership consists of three representatives appointed by the Inyo County Board of Supervisors and three representatives appointed by the Bishop City Council. Terms of office shall be as designated by the Inyo County Board of Supervisors and the Bishop City Council. The designating authority, for each regular member it appoints, may designate an alternate representative to serve in place of the regular member when that party is absent or disqualified from participating in a meeting of the commission. The Caltrans District Director, or a designee of the director, serves as a non-voting ex-officio member. See Appendix A, Inyo County Local Transportation Commission Organizational Chart.

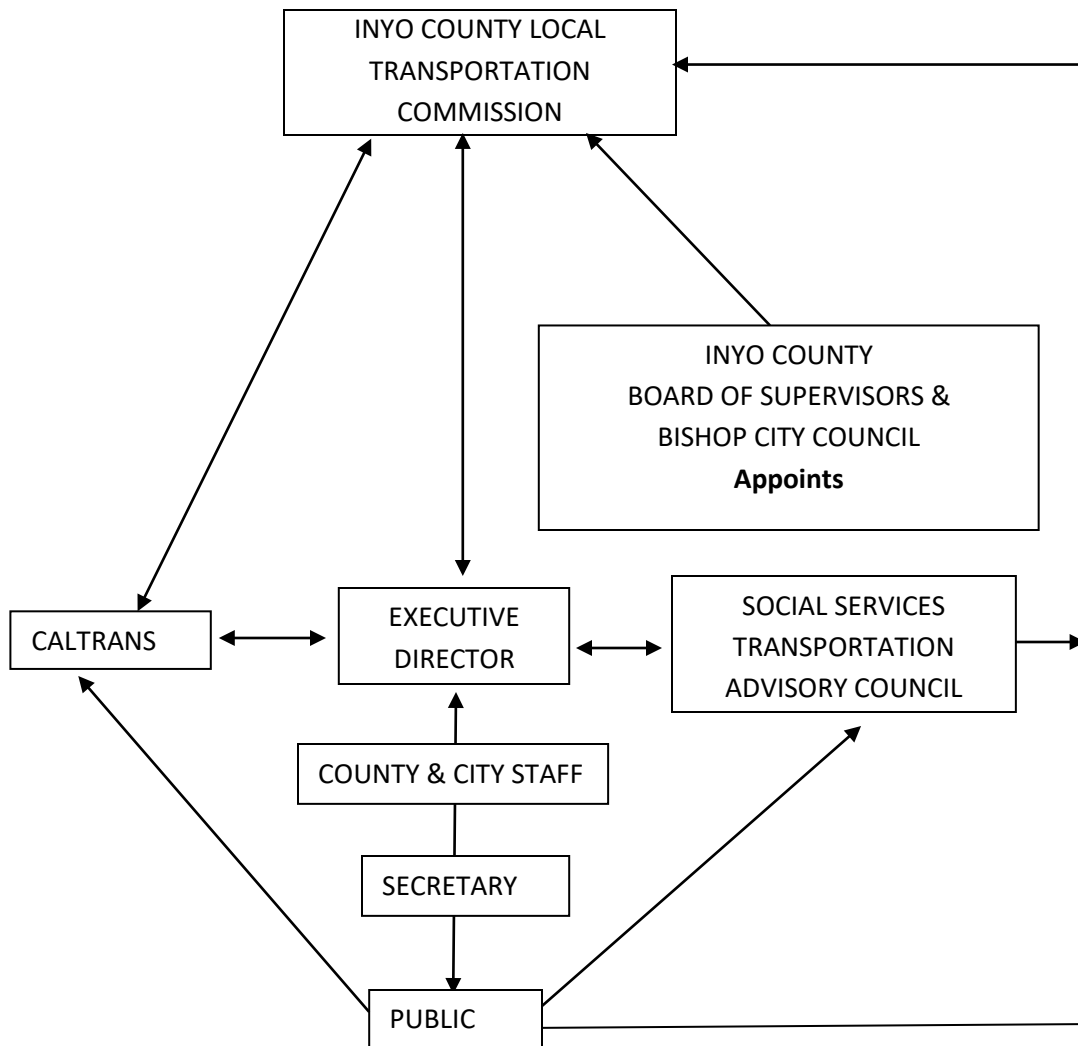
D. Staffing

**Executive Director:** The Executive Director of the ICLTC is appointed by the Inyo County Board of Supervisors. The Executive Director is responsible for the general administration of ICLTC activities.

**ICLTC Secretary:** The ICLTC Secretary is appointed by the Executive Director to maintain records, including meeting minutes and project files and to assist staff in preparation and dissemination of public notices, agendas, agenda packets and other official business.

**Technical Staff:** Technical (engineering, legal and planning) staffing services for the ICLTC are provided by Inyo County and the City of Bishop as needed.

**Figure 2 - INYO COUNTY LOCAL TRANSPORTATION COMMISSION ORGANIZATIONAL CHART**



## **ORGANIZATIONAL PROCEDURES AND DOCUMENTS**

The following is a list of documents, organizational policies and procedures, required documents and planning studies are available at: <https://www.inyocounty.us/services/public-works/inyo-county-local-transportation-commission>

2023 Regional Transportation Plan

2024 Regional Transportation Improvement Program (RTIP)

Inyo County LTC Bylaws

Inyo County LTC Organizational & Procedures Manual

2024 Active Transportation Plan

Caltrans Bishop Area Access & Circulation Feasibility Study

Caltrans Eastern Sierra Corridor Freight Study

Eastern Sierra Corridor Enhancement Program Kern, Mono & Inyo Counties

## **ADMISTRATIVE ADJUSTMENTS**

For office space and utility payments last year, the ICLTC contributed to the County Cost Plan \$3,231.83 per month. The County bills the ICLTC for Workers' Compensation Insurance at a rate of \$350.08 per month and Liability Insurance at a rate of \$343.92 per month. These expenses may vary and are not developed until the County develops its FY 2024-2025 budget. These expenses are split between the three ICLTC funding streams: Rural Planning Assistance, Transit and Planning, Programming and Monitoring. Copy costs are billed to the work element that the copies are related to.

## **ISSUES AND CONCERNS**

### **Highways**

US 395 is the major transportation corridor through Inyo County and provides the primary year-round access into the Eastern Sierra region. It is vital to the region's economy, since nearly all goods are trucked in via this route and US 6. Area residents use US 395 to reach special services and items not available in their small rural communities. A significant percentage of traffic on the route is recreationally oriented.

Safety of travelers along US 395 and State Route 14 corridor has been the primary concern of the Local Transportation Commission since the late 1990's. The ICLTC partnered with Kern, Mono and San Bernardino Counties to facilitate the safety improvements in the region, primarily by pooling resources to widen two-lane sections to four-lanes. As a result, the majority of US 395 through Inyo County has been



widened to four lanes. The remaining two-lane section that is currently under construction as a four-lane expressway is the Olancho/Cartago project. The programming of the Olancho-Cartago project has given the LTC a negative STIP share balance for many cycles. This has limited the ability to program significant new funds in STIP. Inyo's STIP shares emerged out of the negative in the 2024 STIP cycle with approximately \$3 million.

As the high priority four-laning of US 395 in Inyo County approaches completion, the Local Transportation Commission will continue to prioritize improvement projects to the US 395 and CA 14 corridors in Kern, San Bernardino, and Mono counties. The Tri-County MOU (Kern, Inyo & Mono) expired in the 2022 STIP but the MOU partners maintain a collaborative relationship.

While the widening of US 395 to four lanes provides much needed improvements in terms of safety and continuity, the impacts to rural communities that are bisected by a four-lane highway without complete streets features have come to the forefront as a major concern. The bifurcation of towns and communities without complete streets elements such as bicycle lanes, crossings and pedestrian facilities lead to dangerous highway crossings, and the segregation of residents from adjacent and important community destinations. Within communities along US 395, bike lanes exist only in Bishop and Bridgeport (Mono county). Sidewalks exist only within the more populated communities of Bishop, Big Pine, Lone Pine, and Independence. There are no pedestrian or bicycle facilities linking destinations outside of those communities. The Local Transportation Commission prioritizes collaborating with Caltrans to ensure that complete streets components and connectivity improvements are incorporated into current and future projects along US 395. In 2023, Caltrans and ESCOG, in collaboration with Inyo and Mono Counties submitted a proposal to the Highways to Boulevards, Reconnecting Communities grant program.

In 2019, a Visioning Committee was formed to document the needs of the Lone Pine community to improve connectivity there. The Local Transportation Commission desires to expand these "Visioning Committees" to include all Inyo County communities that are impacted or separated by US 395.

US 6 provides access to the communities of Laws and several communities in Mono County that serve in part as bedroom communities to Bishop and provides an interregional alternative for north and east bound travelers and freight. SR 127 provides north-south access throughout the eastern part of the County and is part of the route for interregional travel accessing Death Valley National Park (DVNP) from the east. SR 168 provides interregional travelers with a route between Owens Valley, Deep Springs Valley, Fish Lake Valley, and US 95 in Nevada.

SR 190 in combination with SR 136 and SR 178 provide a discontinuous east-west corridor through DVNP. A significant percentage of interregional travelers to and through DVNP use one or more roads that are not on the State Highway system. These roads include Stateline Road, Panamint Valley Road, Trona – Wildrose Road, and Old Spanish Trail Highway. All are part of the Inyo County Maintained Mileage System and essentially serve as extensions of the State Highway system. Badwater Road, Scotty's Castle Road (closed for storm damage repairs since 2015), Beatty Cutoff Road, and Daylight Pass Road (maintained by DVNP)

also provide important interregional routes. The signage and mapping to travel on these routes is inconsistent. Some State maps do not show the roads maintained by the County or DVNP. With new signage on the I-15 freeway in Las Vegas pointing visitors to access DVNP via SR 160 in Nevada and either Old Spanish Trail Highway or Stateline Road, it is likely that traffic on these routes will increase. On a couple of occasions, I-15 between Baker and Las Vegas has been closed, and Old Spanish Trail Highway has been shown as part of a bypass route bringing large amounts of traffic to this County Road. The 2022 Local Road Safety Plan identified Trona Wildrose Road through the Slate Range and Old Spanish Trail Highway over Emigrant Pass as having higher than average crash rates. The ICLTC won a Highway Safety Improvement Program (HSIP) grant to make safety improvements over the steep and winding Emigrant Pass. Old Spanish Trail is a historic route that potentially meets funding criteria for rehabilitation through the Federal Lands Access Program (FLAP).

There are several State Highways and County maintained roads that provide access for residents and travelers to small communities and recreational areas in the Sierra Nevada. These include Pine Creek Road, SR 168 west of US 395, South Lake Road, Sabrina Road, Glacier Lodge Road, Onion Valley Road, Whitney Portal Road, Horseshoe Meadows Road, and Ninemile Canyon Road. Ninemile Canyon Road is unique in Inyo County in that it is the only road inside of Inyo County that crosses the Sierra crest and provides access to communities on the western slope of the Sierra Nevada. Other paved roads in the County that also provide access to recreation destinations include White Mountain Road and Death Valley Road. The condition of these roads is important to the economy of communities throughout Inyo County.

The ICLTC also needs to prioritize other possible projects for future transportation programming. Some possibilities include other State Routes in the area, County, City, and Tribal Government roads, and bicycle and pedestrian trails and routes. The needs and goals for many of these alternatives are discussed and defined in the current 2023 Regional Transportation Plan (RTP) and the 2024 Active Transportation Plan (ATP). The plans were updated during 2023 and 2024. ATP grant funding is a primary source of bicycle and pedestrian project funding. The 2023 RTP update includes proposed bicycle and pedestrian projects. The ICLTC will use this document to prioritize new bike and pedestrian projects for upcoming ATP grant cycles. The USBR (United States Bicycle Route)-85 corridor has been proposed and approved by the Inyo County Board of Supervisors. Future USBR corridors can be considered. The Local Road Safety Plan identifies areas of concern for bicyclists and pedestrians.

A significant issue to local agencies is finding ways to fund the long-term maintenance of local streets and roads. Senate Bill 1 provides a significant source of funding both to local roads and to the STIP. The Pavement Management Program (PMP) provides a tool to make cost-effective choices for those funds that are available. In FY19-20 the ICLTC brought the PMP in-house and continues in this development of a sustainable long-term program. Staffing challenges have caused delays in conducting the inventory but the PMP work has continued. Although the ICLTC is not required to prepare and maintain a Congestion Management Plan (CMP), there exists a continuing need to develop evaluation criteria addressing multi-modal and inter-modal transportation systems.

## **Air Quality**

In California, both federal and state ambient standards exist for CO, PM10, and ozone. California's ambient standards are more stringent than the federal standards for these pollutants. Areas that meet the ambient standards are classified as attainment areas; likewise, areas that do not meet the standards are classified as nonattainment areas. Inyo County is an attainment area for the state and federal CO standards. The County is an attainment area for state and federal PM10 standards except for the area around the Owens Dry Lake. The Owens Valley is a nonattainment area because of windblown dust from exposed areas of Owens Dry Lake. The Great Basin Unified Air Pollution Control District has prepared a state implementation plan for PM10 that includes mitigation measures designed to minimize windblown dust from Owens Dry Lake. The plan does not include any measures to reduce PM10 from paved or unpaved roads because roads are not considered a significant contributor to Inyo County's existing PM10 problem. The southern and eastern portions of the County are in a nonattainment area for federal ozone standards. This area of the county has an extremely low population and lacks industrial emission sources. The ozone levels are attributed to emissions from highly urbanized South Coast and southern San Joaquin Valley air basins that are carried by prevailing winds into Inyo County.

## **Aviation**

Air transportation service is limited, yet vital, to the Eastern Sierra region because of the geographical isolation of the region from the rest of the State. Inyo County has seven general aviation and six private landing strips within its boundaries. These airports are scattered throughout the region and are generally located adjacent to rural communities. Additionally, there is at least one active backcountry airstrip in Inyo County.

Inyo County maintains four of these airports: Bishop, Independence, Lone Pine, and Shoshone. The Bishop and Independence airports are located on leased Los Angeles Department of Water and Power land, the Shoshone Airport is on County owned land, and Lone Pine Airport is a combination of two. The Trona Airport, located just north of the boundary with San Bernardino County, is owned by the U.S. Department of the Interior Bureau of Land Management, and is operated by the Searles Valley Community Service District. The Bishop Airport began operating commercial flights on December 19<sup>th</sup>, 2021. Important infrastructure upgrades were completed over the last several years, including lighting and navigation aid improvements, construction of a new heavy aircraft apron and pavement rehabilitation of taxiways and runways. The Bishop Airport partnered with United Airlines to bring seasonal, daily non-stop flights through San Francisco, and Denver. Charter and limited commercial airline services are available at the Mammoth Lakes / Yosemite Airport (21 miles north of the County line).

The Inyo County Airport Land Use Commission adopted a "Policy Plan and Airport Comprehensive Land Use Plan" (CLUP) in December 1991. Section 21675 of the California Utilities Code required the formation of a comprehensive land use plan that provided for the orderly growth of each public airport and area surrounding the airport. This plan guides the orderly development of each public use airport in the County.

In May 2019, the FAA approved the updated Airport Layout Plans (ALP's) for the Bishop and Lone Pine airports. The airport planning documents, which depict future improvements to the airfields, were funded by FAA grants. Upcoming projects include an Airport Master Plan update in 2024, and a commercial service terminal and ramp.

## **Freight**

There is a significant amount of goods movement on US 395, US 6, and SR 14. Trucks represent a higher-than-average proportion of the total traffic in the study area. These corridors connect Los Angeles and Reno and serve other parts of the western US. The development of the Tahoe Reno Industrial Center combined with the corridor being improved to four lane roads may potentially add to these impacts. Truck traffic impacts the overall enjoyment of Main Street in all the Communities along the US395 corridor by increasing noise and decreasing air quality and the sense of safety. In 2019 Caltrans initiated a "Lone Pine Visioning Committee" to discuss proposed solutions or mitigations to these issues in Lone Pine. Roads bear the burden of the weight of more and more trucks, but limited funding is available due to the area's small population numbers. In a region dependent on tourism and with limited funding for highway maintenance, these impacts can be damaging to the area's economy if visitors have a bad experience. Adequate services need to be made available to allow for highway safety. Additionally, there are concerns from residents about long term parking of semi-trailer trucks adjacent to residential and commercial areas. Unauthorized truck parking has been noted near most communities.

Cambridge Systematics completed the Eastern Sierra Corridor Freight Study, for Caltrans District 9, that specifically looks at US 395, US 6, SR 14, and SR 58 in Inyo and Mono counties and Eastern Kern County. This study documents existing and future freight conditions including: 1) freight impacts from outside the corridor (including the Reno Tahoe Industrial Center and the World Logistics Center in Moreno Valley), 2) freight impacts on highways which also serve as Main Street, and 3) potential economic benefits of Eastern Sierra freight movement to the industry. The study seeks to identify short and long-term cost-effective strategies to 1) improve goods movement, safety, and congestion and 2) mitigate freight impacts on local communities and transportation infrastructure. The study also explores potential funding opportunities. The ICLTC received a presentation in 2019 on the Freight Study and will explore opportunities to build the additional truck parking recommendations into future planning and projects with Caltrans and the City of Bishop. In 2022, the Fort Independence tribe won federal grant funding from the American Rescue Plan to expand its travel plaza, which will increase truck parking capacity.

## **Public Transportation**

The Eastern Sierra Transit Authority (ESTA) is the primary public transportation provider for Inyo County. ESTA operates throughout the County with a fleet of vehicles, all of which are accessible for the elderly and for persons with disabilities. Operating funds for ESTA are derived from a combination of fare box revenues, State Transit Assistance Funds (STA), Local Transportation Funds (LTF) and Federal Transit Administration Section 5311 monies from various jurisdictions including Inyo County, Mono County, the

City of Bishop, and the Town of Mammoth Lakes. ESTA was known as Inyo-Mono Transit until these governmental entities entered into a Joint Powers Agreement (JPA) to administer and operate the public transportation service. The JPA took effect July 1, 2007. The ICLTC continues to support the implementation of the ESTA Short-Range Transit Plan.

In addition to ESTA, there are several other public transportation providers. They include the Eastern Sierra Area Agency on Aging (ESAAA), Inyo Mono Association for the Handicapped (IMAH), the Toiyabe Indian Health Project, and several other Native American transportation providers. ESAAA provides transit services to senior citizens. Kern Regional Center (KRC) provides services for people of all ages with developmental disabilities and their families who live in Kern, Inyo, and Mono Counties. The ICLTC currently evaluates criteria and policies to prioritize future grant applications from agencies providing transportation services with public funding. Those agencies implementing measures to promote the coordination of services with other such agencies will be assigned a higher priority with respect to ICLTC grant application endorsement. The ICLTC will coordinate with Caltrans and each of the above agencies in the implementation of the policies identified in the Coordinated Public Transportation – Human Services Transportation Plan.

The ICLTC allocates funds and administers transit grants funded by California Legislature such as the Low Carbon Transit Operations Program (LCTOP) and the State of Good Repair (SGR) Program. The ICLTC continues to administer transit grant funds that were allocated under Proposition 1B. These programs include the Transit Security Grant Program and the Public Transportation Modernization, Improvement, and Services Enhancement Account (PTMISEA). ESTA serves as a Consolidated Transit Service Agency in Inyo County.

The ICLTC maintains a commitment to interregional transportation on U.S. 395 to regional population centers. ESTA provides service from Lone Pine northerly to the Reno Airport six times a week and southerly from Mammoth Lakes to Lancaster, California Metro Link Station five times a week.

A priority identified in prior work plans was to secure funding for ESTA to expand their headquarters at the Bishop Airport. In FY18-19 the LTC assisted ESTA in submitting for and obtaining an FTA Section 5339(b) grant that will provide \$457,139 in funds for a new headquarters building. A 20% match and additional funding may be provided through STA or LTF funds. Construction of the new headquarters is on hold until the expired Master Lease Agreement with the Department of Water and Power is re-negotiated. Inyo County and the Department of Water and Power are actively negotiating a solution to avoid losing these funds.

## **RESPONSIBILITIES AND BACKGROUND**

The primary duties of the ICLTC involve the following:

- Prepare, adopt, and submit a Regional Transportation Plan (RTP) to Caltrans and the California Transportation Commission (CTC) every four years.
- Prepare, adopt, and submit a biennial Regional Transportation Improvement Program (RTIP) to the CTC, a portion of which contains comments on the proposed Interregional Transportation Improvement Program (ITIP) submitted by Caltrans every two years.
- Administer the Transportation Development Act (TDA), which includes:
  - Receive claims for State Transit Assistance and Local Transportation Funds.
  - Hold one “unmet transit needs” hearing a year and when necessary.
  - Appropriate TDA funds for administration, planning, pedestrian and bicycle facilities, rail, and transit service, and for streets and roads.
  - Oversee completion of performance audits.
  - Communicate financial transactions with county and state auditor/controllers.
- Prepare an annual Overall Work Program (OWP) and conduct the planning activities described therein to achieve the goals and objectives of the RTP, California Transportation Plan and Statewide Goals.
- Participate in planning activities addressing the regional transportation system.

The Inyo County RTP was first adopted April 15, 1975, and has been updated regularly since. In 1978, the ICLTC requested that Caltrans assume responsibility for staff work. Later, in 1995, the ICLTC resumed the responsibility for staff work because of the adoption of Senate Bill 45. An update of the RTP was last completed in November 2023 for compliance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and the Fixing America’s Surface Transportation (FAST) Federal Reauthorization. Since FAST Act made very few changes to MAP-21, the two are referred to together as MAP-21 / FAST Act.

In August 2014, the ICLTC changed the RTP update schedule from every 5 years to 4 years. The advantage of doing this is that then the County and City of Bishop are able to update their Housing Element every 8 years instead of every 5 years.

In accordance with Senate Bill 498, the Social Service Transportation Advisory Council (SSTAC) was formed prior to the 1988 Unmet Needs process. The SSTAC functions prior to each upcoming Unmet Needs process and as necessary throughout the year addressing a broad range of transportation issues. Members of the SSTAC continue to be selected in accordance with Section 99238 of the TDA, Statutes and California Codes of Regulations. The ICLTC may appoint and convene additional committees to address other transportation issues as they become necessary. These committee appointments will consist of members with the broadest possible range of stakeholder status, as well as appointees with relevant expertise in committee activities.

Subsequent to Senate Bill 45, the role of the ICLTC expanded greatly. This legislation provided the ICLTC with additional responsibilities for project monitoring with Caltrans, additional discretionary funding for

transportation related projects within the County of Inyo, and a stronger role in transportation planning in general.

An organizational chart, reflecting the relationship between the various committees and agencies concerned with transportation planning in Inyo County, is shown in Appendix A.

### **TRIBAL CONSULTATION**

There are five federally recognized Tribal Governments in Inyo County. They are, from north to south, the Bishop Paiute Tribe, the Big Pine Paiute Tribe of the Owens Valley, the Fort Independence Community of Paiute Indians of the Fort Independence Reservation, California, the Lone Pine Paiute-Shoshone Tribe, and the Death Valley Timbisha Shoshone Tribe. Their reservations are inside of or adjacent to the communities of (from north to south) Bishop, Big Pine, Independence, Lone Pine, and Furnace Creek. To affect compliance with Title 23, U.S.C., Chapter 1, Sections 134 and 135, as amended by the Federal Transportation Reauthorization, the ICLTC has solicited government-to-government consultation with all five federally recognized Tribal Governments in Inyo County. All draft transportation planning documents and project schedules prepared by the ICLTC are mailed to county Tribal Governments; and review and comment is encouraged. The ICLTC maintains a running information item on its meeting agendas for a Tribal Report. All Tribal Government consultation efforts are documented.

The County of Inyo, the City of Bishop, and the Bishop Paiute Tribe were collaborative partners in the adoption of the Inyo County Collaborative Bikeways Plan. The County of Inyo and the City of Bishop have coordinated with Tribal Governments to identify sections of County and City roads, routes and bridges that qualify for inclusion in the Bureau of Indian Affairs Indian Reservation Roads (IRR) inventory system. In Fiscal Year 2023-2024, ICLTC and Inyo County Public Works provided support for the Big Pine Paiute Tribe to apply for a competitive Active Transportation Program grant on County maintained roads. Specific Tribal coordination-related tasks set forth in the work elements are:

- ❑ Work Element 100.1, Method/Task numbers 6, 8, and 9
- ❑ Work Element 310.1, Method/Task numbers 12 and 13
- ❑ Work Element 400.1, Method/Task numbers 9 and 10
- ❑ Work Element 400.2, Method/Task numbers 11 and 12
- ❑ Work Element 400.3, Method/Task number 3
- ❑ Work Element 500.1, Method/Task numbers 2, 9, 10 and 11
- ❑ Work Element 700.1, Method/Task numbers 20, 23, 30, 31, 37, 39, 40, and 55

### **PUBLIC PARTICIPATION**

Several factors determine the methods utilized and results of public review and participation in Inyo County, including: a) the limited nature of urban transportation issues due to the rural character and sparse

population (18,039) of the County; b) the predominant reliance on the automobile as the primary mode of transportation, given the considerable distance between communities and regional destinations; c) the amplified importance of a limited number of transportation corridors necessary for travel; and d) although the County is the second largest in the State (10,203 square miles), 98.3% of the land in the County is owned and administered by various public agencies, thereby, severely constraining future growth. These factors combined have resulted in focused and clearly identified transportation priorities that generate a minimal amount of controversy and subsequent participation in public forums.

The Covid 19 pandemic proffered an opportunity to enhance public participation as the usage of virtual technologies, such as Zoom, became mainstream throughout industries. Although the pandemic was declared over in 2023 the ICLTC will continue to provide access to public meetings via virtual means to align with AB 2449, and provide public notice of all hearings, as required. Additionally, the Commission will continually expand and maintain a mailing list of all public agencies, Tribal Governments, chambers of commerce, Community Based Organizations, locally based goods movement providers and individual stakeholders to maximize participation in all public hearings and promote the identification of transportation needs, as well as encouraging input on scheduled agenda items. To comply with federal and state requirements emphasis in outreach efforts to the traditionally underrepresented and underserved populations such as the elderly, disabled, low income, and minority (i.e., Black, Hispanic, Asian American, American Indian /Alaskan Native, and Pacific Islander) are being implemented.

Given the considerable geographical expanse of the County and the constraints inherent with limited staffing, the ICLTC will continue to maintain and expand email address inventories to enhance access and participation relevant to transportation issues. An ICLTC website is online and is updated regularly to enhance public participation <https://www.inyocounty.us/services/public-works/inyo-county-local-transportation-commission> . The ICLTC is prepared to participate in or schedule public meetings to discuss relevant transportation issues, as the need arises.

### **Summary of FY 2023-2024 Work and Accomplishments**

- Prepare and conduct monthly ICLTC meetings.
- Attend monthly RCTF and RTPA meetings.
- Prepare responses to FY20-21 and FY21-22 financial audits.
- Annual SSTAC advisory and public hearings for unmet transit needs
- Coordinate with MOU partners to negotiate Kern payback of STIP funds to Inyo.
- Attend RTIP guideline workshops and STIP development hearings.
- Prepare successful Clean California Grant proposal.
- Prepare update with consultant to RTP and ATP
- Prepare and submit 2024 RTIP to the CTC
- Conducted outreach and plan for ATP grant proposal.
- Prepare and submit ATP grant proposal.
- Work with ESTA to submit SB 125 initial project list.



- Prepare and submit Report to the California legislature regarding Inyo County combined use routes.
- Begin implementation of STPG grant for EV network and infrastructure plan.

### **Core Planning Functions**

The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

Metropolitan Planning Organizations (MPO's) must identify the Core Planning Functions in their Overall Work Plans and what work will be done during the program year to advance those functions. The Core Functions typically include:

- Overall Work Program
- Public Participation and Education
- Regional Transportation Plan
- Federal Transportation Improvement Program
- Congestion Management Process (TMAs)
- Annual Listing of Projects (MPOs)

The Core Planning Functions only partially apply to the ICLTC. The ICLTC completes an annual update to the OWP, engages in public participation, and completes an update to the Regional Transportation Plan every four years. The ICLTC as a rural transportation planning entity does not directly complete updates to the Federal Transportation Improvement Program. The California Department of Transportation is responsible for completing updates of the Federal Statewide Transportation Improvement Program (FSTIP) on behalf of the ICLTC and the ICLTC reviews and comments on the FSTIP on behalf of local agencies. Specific methods and tasks that address the Core Planning Functions are as follows:

- ❑ Work Element 100.1, Method/Task numbers 1, 5, 6, 7, & 8
- ❑ Work Element 110.1, Method/Task numbers 1 through 10
- ❑ Work Element 200.1, Method/Task numbers 1 through 5
- ❑ Work Element 400.1, Methods/Task number 1 & 7
- ❑ Work Element 400.3, Methods/Task numbers 1 through 3
- ❑ Work Element 500.1, Method/Task numbers 1, 2, 3, 10 & 11
- ❑ Work Element 510.1 Method/Task numbers 1 through 4
- ❑ Work Element 600.1, Method/Task numbers 1 through 6

### **Performance Management**

Since MAP-21 was passed in 2012, Caltrans and most of California's MPOs have developed performance measures that inform their Regional Transportation Plans (RTPs) and Federal Transportation Improvement Programs (FTIPs). The objective of the performance- and outcome-based program is for States and MPOs to

invest resources in projects that collectively will make progress toward the achievement of the national goals. MAP-21 / FAST Act requires the DOT, in consultation with States, metropolitan planning organizations (MPOs), and other stakeholders, to establish performance measures in the areas listed below:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Outcome based performance measures are challenging for the ICLTC to implement due to the nature of the rural roads and the small population base of Inyo County. The ICLTC has maintained a Pavement Management Program to provide objective criteria for the selection of new transportation projects. The ICLTC is moving forward in several ways to make the City of Bishop and County of Inyo competitive for various grant programs that increasingly require additional performance criterion. Specific methods and tasks that address this emphasis area are as follows:

- ❑ Work Element 100.1, Method/Task numbers 5 & 7
- ❑ Work Element 300.1, Method/Task numbers 1 through 4
- ❑ Work Element 310.1, Method/Task numbers 3, 5, 6, 8, & 16
- ❑ Work Element 400.1, Methods/Task numbers 1, 4, & 11
- ❑ Work Element 400.2, Methods/Task numbers 1, 3, 5, 7, 8, 9, & 14
- ❑ Work Element 500.1, Method/Task numbers 5, 12, & 15
- ❑ Work Element 600.1, Method/Task numbers 1 through 6
- ❑ Work Element 700.1, Method/Task numbers 10, 12, 13, 14, 15, 17, 26, 27, 31, 34, 35, 39, 42, 44, 45, 46, 47, 48, 49, 50, & 51

## **State of Good Repair**

MPO's are required to evaluate their transportation system to assess the capital investment needed to maintain a State of Good Repair (SGR) for the region's transportation facilities and equipment. MPO's shall coordinate with the transit providers in their region to incorporate the Transit Asset Management Plans (TAM's) prepared by the transit providers into the Regional Transportation Plan (RTP). Analysis of State of Good Repair needs, and investments shall be part of any RTP update and must be included in the Overall Work Program task for developing the Regional Transportation Plan. MPO's are expected to regularly coordinate with transit operators to evaluate current information on the state of transit assets; to understand the transit operators transit asset management plans; and to ensure that the transit operators are continually providing transit asset information to support the MPO planning process.

This OWP includes work elements dedicated to administering transit and to regional transit coordination. The public transit provider (ESTA) in Inyo County provides services to regional hubs for essential services up and down the US 395/SR 14 corridor as far north as Reno, Nevada and as far south as Lancaster. This provides service to a multi-county area. Specific methods and tasks that address this emphasis area are:

- Work Element 300.1, Method/Task numbers 11 & 12
- Work Element 310.1, Method/Task numbers 11 & 14
- Work Element 400.3, Method/Task number 7
- Work Element 500.1, Method/Task numbers 1 & 2
- Work Element 510.1, Method/Task numbers 2, & 4
- Work Element 700.1, Method/Task numbers 58 & 60

## **FEDERAL PLANNING FACTORS**

The federal planning factors in MAP-21 / FAST Act Section 134(h) should also be incorporated in the MPOs/RTPAs OWP. Federal Planning Factors are issued by Congress and emphasize planning factors from a national perspective. The Federal Planning Factors are revised or reinstated with new reauthorization. The ten planning factors (for both metro and statewide planning) are listed in the table below. Where the planning factor refers to a "Metropolitan area," the information applies to area communities instead.

	MAP-21 / FAST Act Planning Factors												
Work Element	100.1	110.1	200.1	300.1	310.1	400.1	400.2	400.3	400.4	500.1	510.1	600.1	700.1
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.						X	X	X	X	X	X		X
2. Increase the safety of the transportation system for motorized and non-motorized users.			X	X	X	X	X			X		X	
3. Increase the security of the transportation system for motorized and non-motorized users.				X	X	X	X						X
4. Increase the accessibility and mobility of people and for freight.	X	X	X	X	X	X	X	X		X	X		X

<p><b>5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development.</b></p>		X				X	X	X	X	X				
<p><b>6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.</b></p>			X	X	X	X	X	X		X	X			X
<p><b>7. Promote efficient system management and operation.</b></p>	X	X	X	X	X			X	X					X
<p><b>8. Emphasize the preservation of the existing</b></p>			X			X	X	X				X		X

<b>transportation system.</b>													
<b>9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater and reduce or mitigate stormwater impacts of surface transportation.</b>			<b>X</b>			<b>X</b>	<b>X</b>			<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>10. Enhance travel and tourism.</b>			<b>X</b>			<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>		<b>X</b>

## **PLANNING ACTIVITIES**

This section contains the OWP work elements. A work element represents specific work or project or purpose and includes products and tasks. Following the work elements is a summary of the responsible agencies and funding required to perform the work necessary to complete the overall work program.

If it becomes necessary during the planning process to modify, eliminate, or add to any task or element, including personnel costs and scheduling, the program may be modified and amended by mutual agreement between the ICLTC and Caltrans.

A primary objective of this OWP is to update the RTP and to implement the goals and objectives set forth in the RTP; which establishes the direction and framework necessary for the continued operation of the ICLTC.

In consideration of the foregoing priorities, the 2024/2025 OWP includes the following work elements:

- 100.1 Compliance and Oversight
- 110.1 Overall Work Program
- 200.1 Regional Transportation Improvement Program
- 300.1 Administer Transit
- 310.1 Coordinate Transit Services
- 400.1 Project Development and Monitoring
- 400.2 Development of Grant Proposals
- 400.3 Sustainable Transportation Planning Grant Inyo County Electric Vehicle Charging Infrastructure & Network Plan
- 400.4 Monitor Changes in Revenue and Funding Structure
- 500.1 Coordination & Regional Planning
- 510.1 Regional Transportation Plan
- 600.1 PMS/GIS
- 700.1 Planning, Programming & Monitoring

## **WORK ELEMENT 100.1 Compliance and Oversight**

**Purpose:** To provide documentation of activities, support and maintain services required to implement the transportation planning programs and processes. These activities are specifically related to Rural Planning Assistance (RPA) eligible tasks.

**Previous Work:** Ongoing process. Each of the Methods/Tasks described below were completed in FY 2023-2024.

### **Products:**

- Maintain records and minutes of ICLTC meetings and document Tribal government-to-government relations **Monthly**.
- Miscellaneous reports, correspondence, and documentation, coordinate activities between Caltrans, Tribal Governments, local agencies, and ICLTC.
- Respond to financial audits, provide backup, documentation, and explanations of transactions.

### **Methods/Tasks (for FY 2024/2025):**

1. Prepare reports, agendas, correspondence, and documentation. **(Ongoing, ICLTC staff, consultants where applicable, including for the preparation of fiscal and performance audits)**
2. Attend RTPA and RCTF meetings in person or via teleconference as scheduled and meet with representatives of Caltrans and other agencies. **(Monthly, ICLTC staff)**
3. Perform liaison duties between ICLTC, Caltrans, and other local agencies. **(Monthly and as needed, ICLTC staff)**
4. Maintain records of ICLTC activities. **(Ongoing, ICLTC staff)**
5. Ensure that planning processes and products comply with the provisions of Title VI of the 1964 Civil Rights Acts and the President's Executive Order on Environmental Justice. **(Ongoing, as required, ICLTC staff)**
6. Coordinate, consult, and collaborate with the five Tribal Governments. **(As needed, ICLTC staff/ consultants)**
7. Comply with MAP-21 / FAST Act and monitor the State of California implementation of the Federal Transportation Reauthorization. **(As needed, ICLTC staff)**
8. Encourage public participation and awareness of regional transportation planning issues through such activities as:
  - Advertising monthly and special meetings
  - Encouraging public meetings with Caltrans, local agencies, Tribal Governments, and the public.
  - Conducting public outreach through brochures and advertising.



- Expand public outreach by the development and update of a mailing list of agencies and interested parties.
- Improve public outreach by maintaining and expanding the list of email addresses of agencies and interested parties.
- Maintain and update the ICLTC website:  
<https://www.inyocounty.us/government/commissions/inyo-county-local-transportation-commission>

**(As needed, ICLTC staff)**

9. Maintain records of all Tribal Government consultation and outreach. **(As needed, ICLTC staff)**
10. Provide public interaction through answering LTC main phone number. **(Daily, ICLTC staff)**
11. In FY24-25 stream the LTC Meetings live using existing technology and infrastructure in the Inyo County Board Room and the Bishop City Council Chambers. **(Q1-Q4, ICLTC staff)**
12. Overhead costs of LTC; 1/3 of County Cost Plan, Liability Insurance & Workers Comp. **(Quarterly, ICLTC staff)**

**Funding Sources:**

Rural Planning Assistance Funds:	\$95,000
<b>Total</b>	<b>\$ 95,000</b>

## **WORK ELEMENT 110.1 Overall Work Program (OWP)**

**Purpose:** To prepare and monitor the implementation of the OWP, a scope of work for the expenditure of Rural Planning Assistance funds.

### **Previous Work:**

- Development of the FY 2024-2025 OWP **(Q3-Q4)**
- Implementation of FY 2023-2024 Overall Work Program including quarterly reports **(Q1-Q4)**
- Amendment # 1 to the OWP **(November 2023)**
- Submittal of final certification of expenditures for RPA funds for FY 2022-2023 **(Q1)**
- Submittal of the final report of PPM funds for FY 2020-2021 **(Q3)**

**Products** (for FY 2024-2025): Quarterly and Final Reports, Amendments, Overall Work Program Agreement, correspondence and documentation, development of the 2025-2026 Overall Work Program.

### **Methods/Tasks** (for FY 2024/2025):

1. Monitor implementation of FY 2024/2025 Overall Work Program. **(Monthly & Quarterly, ICLTC staff)**
2. Prepare amendments to incorporate changes or adjustments during the fiscal year. **(Q3, ICLTC staff)**
3. Prepare and process Overall Work Program Agreement. **(Q3-4, ICLTC staff)**
4. Prepare Draft and Final Overall Work Program for FY 2025/2026. Coordinate review and approval by Caltrans and ICLTC and incorporate review comments, as appropriate. (See task #10 below) **(Q3-4, ICLTC staff)**
5. Prepare OWP Quarterly Reports and present to the ICLTC. **(Quarterly, ICLTC staff)**
6. Prepare 2023-2024 OWP Final Report. **(Q1, ICLTC staff)**
7. Prepare invoices and financial records. **(Quarterly, ICLTC staff)**
8. Maintain records and documentation. **(Monthly, ICLTC staff)**
9. Seek public comment, input, and participation for tasks identified in the OWP. **(Q3, ICLTC staff)**

10. Conduct a full review of the OWP as prepared by LTC staff and reconcile the document with examples of simplified plans with the potential to add clarity and accountability. **(Ongoing, ICLTC staff)**

**Funding Sources:**

Rural Planning Assistance Funds:	\$10,000
<b>Total</b>	<b>\$ 10,000</b>

**WORK ELEMENT 300.1 Administer Transit**

**Purpose:** The Transportation Development Act (TDA) provides for the allotment of funds to public transportation entities. The ICLTC is responsible for the administration of the Transportation Development Act in Inyo County. Section 99233.1 of the Act allows a Regional Transportation Planning Agency to program such funds as are necessary to administer the Act.

**Previous Work:** On-going annual administration of the TDA. Each of the Methods/Tasks described in this work element were completed in FY 2023-2024. This included the completion of a Financial Audit. Prepared and submitted semi-annual and final reports for the PTMISEA. Submitted semiannual reports for State of Good Repair (SGR) funds and submitted final project status report for FY22-23 SGR. Prepared monthly and quarterly journal entries to reimburse ESTA for TDA funding.

**Products:**

- New in FY2023-2024, worked with ESTA staff to submit the SB125 Initial Allocation Request for Transit & Inner-City Rail Program (TIRCP) funding to reduce emissions and increase ridership.
- Each of the Methods/Tasks described below have specific products and will be completed in the upcoming fiscal year.

**Methods/Tasks (for FY 2024/2025):**

1. Receive claims for State Transit Assistance (STA) and Local Transportation Funds (LTF). **(Monthly (LTF), & Quarterly (STA, SGR), ICLTC staff)**
2. Conduct the unmet transit needs findings process and coordinate the development of services that meet the unmet transit needs. **(Q3-Q4, ICLTC staff)**
3. Appropriate TDA funds for administration, planning, pedestrian and bicycle facilities, transit service operations and local streets and roads, when appropriate. **(Quarterly, as needed, ICLTC staff)**

4. Review transit operations and make recommendations for adjustments in service, in accordance with TDA requirements, and research the required maintenance needs for alternatively fueled vehicles and infrastructure. **(Annually or as needed, ICLTC staff)**
5. Meet and confer with the Social Services Transportation Advisory Council in conformance with TDA Guidelines. **(Q3-Q4, ICLTC staff)**
6. Ensure completion of all TDA financial and performance audits for the ICLTC and ESTA. **(Q1-Q2, ICLTC staff)**
7. Implement recommendations set forth in the triennial performance audit of the ICLTC. **(Q1-Q4, ICLTC staff)**
8. Administer the Transportation Development Act. **(Q1-Q4, ICLTC staff)**
9. Maintain financial records of expenditures and allocations of Transportation Development Act funds. **(Monthly & Quarterly, ICLTC staff)**
10. Indirect Overhead costs of LTC; 1/3 of County Cost Plan, Liability Insurance & Workers Comp. **(Quarterly, ICLTC staff)**
11. Allocate funding for transit grant programs such as the LCTOP and the Senate Bill 1 State of Good Repair Program. **(Quarterly, ICLTC staff)**
12. Complete semi-annual and final reports for the Cal OES transit security grants, Low Carbon Transit Operations Program (LCTOP) SGR, and PTMISEA projects. **(Q1-Q4 ICLTC staff & ESTA staff)**
13. Provide public interaction through answering LTC main phone number and staffing a public office. **Daily (ICLTC staff)**

Funding Source:

Local Transportation Fund:	\$ 87,169
<b>Total</b>	<b>\$ 87,169</b>

### **WORK ELEMENT 310.1 Coordinate Transit Services**

**Purpose:** While the opportunities for coordination of transit services are limited, the coordination of the services that are available will still enhance their effectiveness. Any coordination of transit services will include the evaluation of services necessary to address the needs of traditionally underrepresented populations such as the elderly, disabled, low-income, and minority (i.e. Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons) communities/groups and Tribal Governments). The purpose of this element will be to continue to evaluate the services that are available, continue to determine where coordination of services may occur, and revise, as necessary, the role of the ICLTC in coordinating or monitoring those services. Opportunities to monitor and improve coordination naturally occur during the annual Unmet Needs process, during the Social Services Advisory Committee (SSTAC) meeting and public hearings. Meaningful feedback and discussions occur during these forums, between and among the transit operator, Community transit providers, their customers, and the Commission. Improvements in coordination generally occur here. Maximize Federal and State sources that may be available to improve the transportation system in Inyo County.

#### **Previous Work:**

- Implement recommendations from the Roles and Responsibilities Study examining the relationship between the governing boards of ESTA, the Mono LTC, and the ICLTC
- Coordinate with ESTA, ESAAA, and IMAH and make findings regarding various FTA transit grant applications **(Q3-Q4)**
- Review of the Draft Short Range Transit Plan **(When available)**

**Products:** Continued participation in tasks described below. Identify new opportunities to coordinate transit services as necessary.

#### **Methods/Tasks** (for FY 2024/2025):

1. Maintain inventory of current transit providers and the scope of their services. **(As needed, ICLTC staff)**
2. Consult with transit providers to verify services are being coordinated. **(As needed, ICLTC staff)**
3. Evaluate and recommend adjustments in services of existing transit providers to meet existing transportation needs. **(As needed, ICLTC staff)**
4. Present transit-related findings to the ICLTC. **(As needed, ICLTC staff)**

5. Evaluate Intelligent Transportation Systems (ITS) technology for coordinating and monitoring current transit services. **(As needed, ICLTC staff)**
6. Monitor and evaluate the interregional transit service. **(As needed, ICLTC staff)**
7. Work with ESTA to pursue the procurement of long-term funding to ensure the continuation of interregional transit service. **(As needed, ICLTC staff)**
8. Participate with Kern COG and Mono County to establish a comprehensive interregional transit service for the Eastern Sierra corridor. **(As needed, ICLTC staff).**
9. Participate with ESTA and regional partners to develop a consortium to explore opportunities to advance the siting and development of alternative fueling infrastructure, including hydrogen **(Q1-Q4, ICLTC staff/consultant).**
10. For Federal Transit Administration grants, ensure that the grant applications are consistent with, and derived from the Coordinated Public Transit- Human Services Transportation Plan for Inyo-Mono Counties. **(As needed, Q3-Q4, ICLTC staff).**
11. Refer to the Coordinated Public Transit - Human Services Transportation Plan for Inyo and Mono Counties as a reference in allocating TDA funds. (This task is only eligible to receive TDA funds) **(Annually, Q4, ICLTC staff).**
12. Assist ESTA with planning-related activities related to the update of ESTA's Short-Range Transit Plan. **(As needed, ICLTC staff).**
13. Coordinate and consult with the five Tribal Governments. **(As needed, ICLTC staff/consultant).**
14. Conduct outreach efforts to traditionally underrepresented and underserved populations such as the elderly, disabled, low-income, and minority (i.e., Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons) communities/groups and community leaders. **(As needed, ICLTC staff/consultant).**
15. Encourage local transit providers to submit applications for Federal Transit Administration grant programs (Sections 5304, 5310, 5311, and 5339) and coordinate with Caltrans in the review and submittal of these grant proposals. **(As needed, ICLTC staff/consultant).**
16. Provide public interaction through answering LTC main phone number and staffing a public office. **(Daily)**

17. Study transit strategy & options for recreational trailheads. **(As needed, & during the unmet transit needs process, Q3-Q4, ICLTC staff).**
18. Support transition to alternative fuel transit vehicles and re-fueling infrastructure. **(As needed, ICLTC staff).**

**Funding Source:**

Local Transportation Fund:	\$ 10,000
<b>Total</b>	<b>\$ 10,000</b>

**WORK ELEMENT 400.1 Project Development & Monitoring**

**Purpose:** With Inyo County, City of Bishop, and Caltrans; Implement goals set in the RTP. Reprioritize identified projects as appropriate. Assist with the visioning of local projects, including the review and preparation of planning documents. Prepare RTIP & ITIP funding requests, STIP amendments, and other CTC documents. In conjunction with Caltrans, monitor the progress of State projects on US 395 and other state roads as well as develop grant applications to win funding for prioritized projects. Allows the ICLTC to maximize staff capacity for the development of future projects and implementation & monitoring of recently successful grants, such as Clean California. Staff developed an Active Transportation Program grant proposal for Cycle 7. Develop PSR’s to better position the LTC for funding opportunities.

**Previous Work** (from FY 2023/2024):

- Began implementation of a Highway Safety Improvement Program (HSIP) grant to install safety improvements on Old Spanish Trail over Emigrant Pass.
- Continued to monitor and develop local road projects **(Ongoing)**
- Engaged County and City on 2024 RTIP needs.
- ICLTC staff attended Active Transportation Program Cycle 7 Grant guideline workshops.

**Products:**

- Began coordination with FHWA Central Lands Division staff to implement the Federal Lands Access Program (FLAP) grant for Stateline Rd. **(Quarter 2)**
- Finalize the 2023 update to the Active Transportation Plan **(February 2024-February 2024)**
- Submitted two Cycle 7 Active Transportation Program grant applications, by Bishop City staff for Sierra Street improvements and by Inyo County staff for the town of Tecopa.
- Supported the Big Pine Paiute Tribe’s ATP grant application efforts as needed.
- Prepare and Submit 2023 RTIP **(Q2)**.

**Methods/Tasks (for FY 2024/2025):**

1. Remain involved in the development and the allocation of funds for transportation planning-specific programs included in various funding programs such as: MAP-21 / FAST Act; Senate Bill 1, Road Repair and Accountability Act of 2017, Active Transportation Program, Sustainable Communities, Highway Safety Improvement Program, RAISE, Climate Adaptation Planning program. **(Quarterly/As needed, ICLTC staff)**
2. Assist with planning, CEQA and/or NEPA review of local projects and Caltrans projects to ensure consistency and compliance with regional planning documents. This task will not involve any site-specific environmental survey. **(As needed, ICLTC staff)**
3. Ensure that safety and security are considered in the planning and selection of alternatives for proposed local projects. **(As needed, ICLTC staff)**
4. Coordinate Statewide Integrated Traffic Records System (SWITRS) and other collision databases from local law enforcement agencies (CHP, Inyo County Sheriff, and Bishop Police) to identify, prioritize and incorporate safety considerations into the planning of transportation projects. **(Q1-Q4, ICLTC staff/consultant)**
5. Review data from local law enforcement and resource management agencies to identify, prioritize and incorporate measures into planning for transportation projects involving wildlife movement and related traffic safety. **(Q1-Q4, ICLTC, consultant)**
6. Participate and sponsor planning activities related to access and circulation at the Bishop Airport. **(Quarterly, As needed)**
7. Participate in public meetings and transportation studies to identify appropriate local projects that would be suitable for grant proposals. **(As needed, ICLTC staff, consultant)**
8. The ICLTC shall use performance measures in the evaluation and selection of future planning projects. **(As needed, ICLTC staff, consultant)**
9. Coordinate and consult with the five Tribal Governments. [Share local traffic data to gain a clearer image of Inyo County's traffic needs and potential project opportunities.](#) **(As needed, ICLTC staff, consultant)**
10. Review the Pedestrian Facilities Inventory of County, City, and Tribal Government roadways and pursuant to the Americans with Disabilities Act. Prioritize projects and search for appropriate funding. **(As needed, ICLTC staff, consultant)**



11. Coordinate with Caltrans, California Highway Patrol, and Inyo County Sheriff to obtain data regarding fatal and severe injury collisions. **(Ongoing, as needed, ICLTC staff, consultant).**
  
12. Coordinate with agencies such as the Bureau of Land Management (BLM) and volunteer/stewardship groups to conduct traffic counts, evaluate signage, incursions by OHV's onto non designated areas, and seek viable connections to designated areas, considering the future transition to street legal UTV's in California **(Q1-Q4, ICLTC staff, volunteers).**
  
13. Develop a consortium to monitor the transition to alternative fueling and zero emission vehicles, and coordinate with neighboring counties and agencies such as Caltrans and ESTA to consider the feasibility and siting of hydrogen and alternative fueling stations in the region **(Q1-Q4, ICLTC staff).**

**Work Element 400.1 Funding Sources:**

Rural Planning Assistance fund	\$35,000
<b>Total</b>	<b>\$35,000</b>

**WORK ELEMENT 400.2 Development of Grant Proposals**

**Purpose:** Collaborate with Tribal organizations, the City of Bishop, and neighboring RTPA's to pursue grant funding from a variety of sources. These may include but are not limited to, Caltrans Sustainable Transportation Planning Grants program, Clean California, RAISE and the Active Transportation Program.

**Previous Work** (from FY 2023/2024):

- Attended guideline development workshops for various grant programs, including Active Transportation Program, Climate Adaptation Planning, RAISE, HSIP.
  
- City of Bishop and Inyo County prepared and submitted grant proposals to the Active Transportation Program, Cycle 7.

**Methods/Tasks** (for FY 2024/2025):

1. Remain up to date in the development and the allocation of funds for transportation planning-specific programs included in various funding programs such as: MAP-21 / FAST Act; Senate Bill 1, Road Repair and Accountability Act of 2017, Active Transportation Program, Sustainable Communities, Reconnecting Communities, Clean California, Active Transportation Program, Highway Safety Improvement Program. **(Quarterly/As needed, ICLTC staff)**

2. Community Engagement - Through outreach, public meetings, web surveys, and internal process ensure that transportation planning projects address the needs and issues of all constituents, whether urban, rural, traditional vehicles, electric vehicles, human powered or other. **(As needed, ICLTC staff, consultant)**
3. Assist with planning, CEQA and/or NEPA review of local projects and Caltrans projects to ensure consistency and compliance with regional planning documents. This task will not involve any site-specific environmental survey. **(As needed, ICLTC staff)**
4. Engage consultant(s) to assist the City of Bishop and the County to develop grant proposals.
5. Ensure that safety, connectivity, and Complete Streets are considered in the preparation of grant proposals for proposed local and Caltrans projects. **(As needed, ICLTC staff)**
6. Coordinate Statewide Integrated Traffic Records System (SWITRS) and other collision databases from local law enforcement agencies (CHP, Inyo County Sheriff, and Bishop Police) to identify, prioritize and incorporate safety considerations into the planning of transportation projects and incorporate into grant proposals. **(Q1-Q4, as needed, ICLTC staff/consultant)**
7. Review data from local law enforcement and resource management agencies to identify, prioritize and incorporate measures into planning for transportation projects involving wildlife movement and related traffic safety. **(Q1-Q4, as needed, ICLTC, consultant)**
8. Participate and sponsor planning activities related to access and circulation at the Bishop Airport. **(Quarterly, As needed)**
9. Participate in public meetings and transportation studies to identify and match appropriate local projects with funding sources to address local and regional transportation needs. **(As needed, ICLTC staff, consultant)**
10. The ICLTC shall use performance measures in the evaluation of projects for potential grant proposals. **(As needed, ICLTC staff, consultant)**
11. Coordinate and consult with the five Tribal Governments. **(As needed, ICLTC staff, consultant)**
12. Review the Pedestrian Facilities Inventory of County, City, and Tribal Government roadways and pursuant to the Americans with Disabilities Act. Prioritize projects and search for appropriate funding. **(As needed, ICLTC staff, consultant)**

13. Review the County and City-wide Active Regional and Community Plans, Active Transportation Plans. Identify suitable projects for potential grant proposal development. **(Q1-Q4, ICLTC staff, consultant)**
14. Coordinate with Caltrans, California Highway Patrol, the public, and Inyo County Sheriff to identify safety concerns, paying special notice to fatal and severe injury collisions. **(Ongoing, as needed, ICLTC staff, consultant)**

**Work Element 400.2 Funding Sources:**

Rural Planning Assistance fund	\$25,000
<b>Total</b>	<b>\$25,000</b>

**WORK ELEMENT 400.3 Inyo County Electric Vehicle Charging Infrastructure and Network Plan (ICEVCINP)**

**Purpose:** Administer and implement the Sustainable Transportation Planning Grant to develop a plan for expanding and strengthening the public EV charging infrastructure network in Inyo County. The Plan will also create a roadmap for future installation of EV charging infrastructure on County properties, conversion of the County fleet to EV, and a high-level overview of the potential for hydrogen fueling infrastructure.

**Previous Work** (from FY 2023/2024):

- Prepared Request for Proposals to procure a consultant to prepare the ICEVCINP and executed a contract.
- Conducted kickoff meeting with Caltrans.
- Began work on Tasks 1 and 2 of grant, Stakeholder coordination and Committee development.

**Methods/Tasks** (for FY 2024/2025):

**CURRENT FISCAL YEAR**

**Task 01 Project Administration**

- a) Provide meeting notes to Caltrans **(Quarterly, ICLTC staff)**
- b) Monitor work and expenses according to scope of work and cost schedule **(Quarterly, ICLTC staff, consultant)**.
- c) Quarterly invoices and Progress reports **(Quarterly, ICLTC staff)**.

- d) Project administration of up to 5% for preparing quarterly reports, invoicing, and kick-off meeting **(Quarterly, ICLTC staff)**.
- e) Amendments to consultant contract (if applicable) **(ICLTC staff)**
- f) Monthly meeting minutes **(Monthly, ICLTC staff and consultant)**

#### **Task 1 Stakeholder Coordination**

- a) Develop stakeholder database and summarize input from stakeholders **(Q1 FY24-25, ICLTC staff, consultant)**.

#### **Task 2 Stakeholder Advisory Committee**

- a) Develop Stakeholder advisory committee member list and kickoff meeting **(Q1 – Q2 FY24-25, ICLTC staff)**.
- b) Travel expenses to attend in person meetings **(As needed, ICLTC staff, consultant)**.

#### **Task 3 Public Outreach**

- a) Develop Community Survey & Presentation materials in English and Spanish **(Q1 – Q2 FY24-25, Consultant)**
- b) Develop interactive map tool using GIS to gather community input for high priority locations **(Q1-2 FY24-25 ICLTC staff, consultant)**.
- c) Contact Tribal governments to coordinate timelines and assess future EV planning efforts **(Q1 FY24-25, ICLTC staff, consultant)**.
- d) Coordinate with the City of Bishop to complement the City's existing and future planning efforts **(Q1 FY24-25, ICLTC staff, consultant)**.
- e) Conduct virtual and in person outreach and engagement workshops **(as needed, ICLTC staff, consultant)**.
- f) Bilingual services for interpreting or translating materials or meetings **(as needed, consultant)**.
- g) Travel expenses to attend in person workshops **(As needed, ICLTC staff, consultant)**.

#### **Task 4 Existing Conditions**

- a) Conduct economic analysis evaluating financial investment requirements and economic costs and benefits of EV infrastructure implementation **(Q1 FY24-25, ICLTC staff, consultant)**.

#### **FUTURE**

**Task 1 Stakeholder Coordination and Task 2 Stakeholder Advisory Committee meetings** – continue throughout the project.

**Task 3 Public Outreach** – continues throughout the life of the project.

**Task 5 Siting Analysis**

- a) Conduct site analysis to identify potential sites for EV charging at County facilities and elsewhere. Contact property owners of the recommendations (**Q1 FY24-25, ICLTC staff, consultant**).

**Task 6 Infrastructure Analysis**

- a) Assess current and future capacity of the electric grid and future capacity to support hydrogen fueling infrastructure (**Q3-4 FY24-25, ICLTC staff, consultant**).

**Task 7 County Fleet Transition Analysis**

- a) Conduct analysis of economic costs and benefits of County fleet transition to EV (**Q2-3 FY24-25, ICLTC staff, consultant**).

**Task 8 Economic Analysis**

- a) Evaluate economic costs and benefits to implementation, on-going maintenance costs, potential revenue, and grant sources for implementation (**Q2 FY24-25, ICLTC staff, consultant**).

**Task 10 Draft and Final report as deliverables (Q2-3 FY25-26, ICLTC staff, consultant).**

- a) Respond to comments received in draft plan (**Q2-3 FY25-26, ICLTC staff, consultant**).

**Task 11 Presentation to Board of Supervisors of final plan (Q2-3 FY25-26, ICLTC staff, consultant).**

**Work Element 400.3 Funding Sources:**

RMRA Funds	\$ 201,500
Programming, Planning Monitoring funds 11.47% in match (staff time)	\$20,000 (est.)
Total	<b>\$221,500</b>

### **Work Element 400.4 Monitor Changes in Transportation Revenue and Funding Structure**

Purpose: Transportation funding continually evolves as a result of a combination of factors, including but not limited to climate change, political dynamics, ongoing research and safety concerns. Work Element 400.4 has been added this year to ensure active engagement with upcoming and important changes in funding structures, whether it comes from fundamental changes in fuel tax structure, or as a result augmented grant and funding opportunities from the 2021 Infrastructure Investment and Jobs Act.

#### **Previous Work** (from FY 2023/2024):

- Attended bi-monthly RTPA and RCTF meetings.
- Attended CTC meetings when possible.
- Monitored the development of the Kern Cog RTIP.

#### **Methods/Tasks** (for FY 2024/2025):

1. Participate in Caltrans Division of Local Assistance Local Assistance Training Days, and program funding webinars **(Quarterly, ICLTC staff)**.
2. Monitor funding changes and opportunities at federal level, including the Federal Highway Administration (FHWA), federal EV funding grants, and Federal-aid Highway Program funds **(as needed, ICLCT staff)**.
3. Remain current on the developments of the Road Charge Technical Advisory Committee **(as needed, ICLCT staff)**
4. Participate in bi-monthly RCTF and RTPA meetings **(Monthly, ICLTC staff)**.

#### **Funding Source:**

Rural Planning Assistance:	\$ 2,000
<b>Total</b>	<b>\$ 2,000</b>

## **WORK ELEMENT 500.1 Coordination & Regional Planning**

Purpose: To provide oversight, coordination and community engagement in regional planning and transportation issues. Inyo County is geographically diverse and serves as a strategic corridor. Significant aligned and competing interests vie for transportation funding that will be prioritized within the planning process.

### **Previous Work:**

- Monitor issues discussed by the Rural Counties Task Force. **(Bi-monthly, ICLTC staff)**
- Monitor issues discussed by the RTPA meeting group **(Monthly, ICLTC staff)**
- Coordinate with Mono County on potential renewal of Tri-County MOU. **(Q1, Q3-Q4, ICLTC staff)**
- Senate Bill 402 Implementation **(Ongoing)**
- Collaborate with Eastern Sierra Council of Governments (ESCOG) and Caltrans staff on Regional Projects, such as the Reconnecting Communities Highways to Boulevards grant program.

### **Products:**

- Prepared report to the California Legislature regarding combined use routes per SB 402 **(FY23-24 Q1-2, ICLTC staff)**.
- Regular maintenance of the ICLTC website. **(Monthly, ICLTC staff)**  
<https://www.inyocounty.us/government/commissions/inyo-county-local-transportation-commission>
- Coordination with Kern COG to program \$3.4 million of STIP funds for Inyo project.

### **Methods/Tasks (for FY 2024/2025):**

1. Participate and coordinate in activities between Caltrans, ICLTC, ESTA and the ESCOG. **(Quarterly/As needed, ICLTC staff)**
2. Ensure public participation in regional planning processes by encouraging public meetings at planning stage, with emphasis on involvement of Caltrans, local agencies, the traditionally under-represented, and Tribal Governments. **(Monthly & as needed, ICLTC staff)**
3. Community Engagement - Through outreach, public meetings, web surveys, and internal process ensure that transportation planning projects address the needs and issues of all constituents, whether urban, rural, traditional vehicles, electric vehicles, human powered or other. **(As needed, ICLTC staff, consultant)**
4. Require coordination of transportation planning with other planning efforts such as land use planning, CEQA/NEPA review, air quality planning, watershed management, etc. **(As needed, ICLTC staff, consultant)**

5. Participate in Intelligent Transportation Systems (ITS) training as offered for qualified County, State, Federal and other agencies, or organizations. **(As needed, ICLTC staff)**
6. Participate and coordinate with the Rural Counties Task Force (RCTF). **(Bi-Monthly, ICLTC staff)**
7. Participate and coordinate with the RTPA meeting group. **(Monthly, ICLTC staff)**
8. Continue to develop criteria, policies and guidelines addressing prioritization and selection of regional transportation projects. **(Quarterly/As needed, ICLTC staff)**
9. Coordinate and consult with all five Federally recognized Tribal Governments in Inyo County to participate in individual consultation forums to affect compliance with Title 23, United States Code (U.S.C.), Chapter 1, Sections 134(h)(3)(B), 134(i)(5), and 101(a)(23); MAP-21 / FAST Act, Subsection 5303(i)(2)(B), Section 6001, Subsection 134(i)(2)(B), and 6002. **(As needed, ICLTC staff, consultant)**
10. Coordinate with Tribal Governments to consider submittals of County and City roads, routes, and bridges for grant funding as part of the Bureau of Indian Affairs Indian Reservation Roads inventory system. **(As needed, ICLTC staff, consultant)**
11. Coordinate with Tribal Governments to apply for grant funding for County and City roads that provide direct access to Indian Reservations. **(As needed, ICLTC staff, consultant)**
12. Evaluate the combined use of specific local streets and roads by regular vehicular traffic and off highway vehicles as per Assembly Bill 628 and Senate Bills 1354 & 402. These bills established a pilot program specific to Inyo County where certain non-street legal vehicles are allowed to operate on County maintained roadways and to cross the State Highway in several locations. Monitor issues related to the designation of combined use roads and seek public feedback. This task was initiated in FY 2012-2013 and will be carried over into FY 2024-2025. The pilot program was extended and will sunset in January of 2025 unless the California Legislature extends the program or makes the current pilot program into permanent California law. **(Quarterly/As needed FY24-25, ICLTC staff).**
13. Coordinate with agencies such as the Bureau of Land Management (BLM) and volunteer/stewardship groups to conduct traffic counts, evaluate signage, incursions by OHV's onto non designated areas, and seek viable connections to designated areas, considering the future transition to street legal UTV's in California **(Q1-Q4, ICLTC staff, volunteers).**
14. Participate as a technical advisory committee member for Caltrans District 9 ITS Study. **(As needed, ICLTC staff).**



15. Implement the 2023 Regional Transportation Plan. **(Q1-Q4, ICLTC staff).**
16. Continue further research, discussion and planning regarding traffic and truck patterns in Bishop, specifically as it relates to the City’s interest in pursuing a re-route or bypass to improve the accessibility and walkability of downtown Bishop. **(Q1-Q4, ICLTC staff, consultant).**
17. Develop a consortium to monitor the transition to alternative fueling and zero emission vehicles, and coordinate with neighboring counties and agencies such as Caltrans and ESTA to consider the feasibility and siting of hydrogen and alternative fueling stations in the region **(Q1-Q4, ICLTC staff).**

**Funding Source:**

Rural Planning Assistance:	\$ 10,000
<b>Total</b>	<b>\$ 10,000</b>

**WORK ELEMENT 510.1 Regional Transportation Plan**

To develop the overall Regional Transportation Plan (RTP) that furthers the goals and objectives of the region’s current transportation needs, and assesses future transportation goals that enhance safety, capacity, access, active transportation, and efficiency. The development of the RTP requires coordination with the City of Bishop and County Housing Elements. ICLTC strives within this work element to identify stakeholders and engage in a cooperative process to ensure that the RTP best represents the interests of the population and constituency of Inyo County.

**Previous work:**

- Monitor implementation of the Inyo County Regional Transportation Plan 2019 and 2023 Update. **(Q1-Q4)**
- worked with LSC Consulting, Inc. to prepare the 2023 RTP update. **(Q1-Q2)**

**Products:** 2023 Regional Transportation Plan

**Methods/Tasks** (for 2024-2025 FY)

1. Monitor the implementation of the 2023 RTP. **(Q1-Q2, ICLTC staff, consultant)**

2. Identification of future needs and opportunities for RTP implementation, i.e., airport circulation enhancements with the implementation of year-round commercial air service. **(Q1-Q45, ICLTC staff, consultant).**
3. Identify opportunities for the siting of alternative fueling infrastructure, including hydrogen **(Q1-Q45, ICLTC staff, consultant).**
4. Reports on meetings held by regional planning committees and stakeholders; identify topics that can enhance or improve the RTP. **(Q1-Q4, ICLTC staff, consultant)**
5. Coordinate with transit operator to evaluate current information on the state of transit assets **(Q1-Q4, ICLTC staff, consultant)**

**Funding Source:**

Rural Planning Assistance:	\$ 2,000
<b>Total</b>	<b>\$ 2,000</b>

## **WORK ELEMENT 600.1 PMP/GIS**

**Purpose:** To ensure optimum use of State and Federal funds allocated for construction and maintenance on local roads. Manage and develop a comprehensive Pavement Management Program (PMP). The PMP assesses the current operational condition of the local road system, identifies maintenance or rehabilitation work required to meet the current needs, and develops management strategies using life cycle cost analyses for proposed maintenance and rehabilitation activities. The PMP utilizes best management practices, make optimum use of construction and maintenance funds for local roads and meet Federal and State requirements for pavement management. The PMP, in conjunction with traffic counting and roadway analysis, creates the base data that is used to develop capital improvement program identified in the RTP. This core data is also important in assessing the performance outcomes and goals identified in the RTP. The data serves as a baseline for future transportation planning on City and County roads.

The PMP has been integrated with County GIS to provide for easy identification of current projects that are being funded with State and Federal funds and to identify the network of roads within the City and County. The information in this work element is fundamental to the development of the RTP and RTIP.

### **Previous Work:**

- The PMP was brought in-house. In FY19-20. Staff attended training, developed a new capital improvement plan, and surveyed approximately 1/3 of the road network. Every year, 1/3 of the local roads must be surveyed to ensure the road conditions are assessed every three years. Staff began cross training and integrating fieldwork data collection in the PMP/GIS system. We also purchased new software. In FY22-23 in-house staff conducted a third 1/3 of data collection. The plan is to train more junior employees to assist in the PMP. In FY23-24, staffing challenges created a gap in PMP data collection. There is a need to bring the data up to current conditions.

**Products:** Pavement Management Annual Update, Capital Improvement Plan

### **Methods/Tasks (for FY 2024/2025):**

1. Consider securing a consultant to prepare the update to the Pavement Management Plan for the County of Inyo and for the City of Bishop. The Pavement Management Plan informs the Action Element of the RTP and the development of future RTIPs. This task includes:
  - Update the assessment of County and City roads.
  - Develop priorities and weighted criteria for use in determining overall condition ratings and priority rankings.
  - Evaluate traffic classifications, street designations, materials and standards.
  - Develop procedures, standards and impact fees to protect the public investment in streets.

2. update the 3-year pavement management plan and capital improvement plan. **(Q1-Q4, ICLTC staff)**
3. Develop Capital Improvement Plan for County and City roads using most cost-effective rehabilitation strategies. **(Q1-Q4, ICLTC staff)**
4. Utilize GIS to develop assessment tools for evaluating safety of transportation system, CEQA/NEPA analysis and regional transportation issues. **(Q1-Q4, ICLTC staff)**
5. Work with Caltrans to integrate regional GIS data. **(Q1-Q4, ICLTC staff)**
6. Develop a plan to collect GPS data on local streets and roads to incorporate into GIS applications. This includes taking centerline GPS readings of the entire Inyo County Maintained Mileage System. **(Q1-Q4, ICLTC staff)**

**Funding Source:**

Rural Planning Assistance:	\$ 48,000
<b>Total</b>	<b>\$ 48,000</b>

**WORK ELEMENT 700.1 Planning, Programming, and Monitoring**

**Purpose:** The purpose of this work element is to plan and administer state transportation planning funds and improvement programs associated with statewide transportation planning. This includes participation with Caltrans and the California Transportation Commission funding programs and opportunities. These duties are funded by exclusively PPM funds. A majority of the tasks described here are the same as those in Work Elements 200.1, 400.1, 400.2, 400.4, 500.1, 510.1 and 600.1. Generally, the goal is:

- Development and implementation of the Regional Transportation Improvement Program (RTIP).
- RTIP and State Transportation Improvement Program (STIP) amendments as needed.
- Preparation and review of allocation, extension, and amendment requests from project sponsors.
- Assist project sponsors in filing required paperwork to Caltrans and California Transportation Commission (CTC).
- Monitoring the progress of state and federally funded projects, including project delivery, timely use of funds, and compliance with State law and CTC Guidelines.
- Coordination with Caltrans on state highway projects, including PIDs.
- Process/monitor state and federal funding programs.

- Prepare state and federally mandated reports, including DBE reports, obligation reports, Regional Transportation Plan (RTP), bicycle planning, coordinated human services plan.
- Meetings with CTC and Caltrans, including Regional Transportation Planning Agency (RTPA) group and RCTF, STIP workshops, Local Assistance trainings.
- RTP development.
- MAP-21 / FAST Act implementation.
- Data collection for Performance Measures and the RTP.
- Outreach and engagement activities to gauge community interest and input for potential grant and projects.

**Previous Work:**

- Implementation of the 2022 STIP and development of the 2024 RTIP. **(Q1-Q4, ICLTC staff)**
- Continuous monitoring of local agency projects and coordination with District 9 on future programming on the State Highways. **(Q1-Q4, ICLTC staff)**
- Apply for HSIP grant funds, Sustainable Transportation Planning grant funds, Climate Adaptation Planning grant funds. **(Q1-Q4, ICLTC staff, consultant)**
- Conduct traffic counts to monitor transportation system. **(As needed, ICLTC staff)**
- Collect PMP data to continue improvement to the in-house pavement management system. **(Q1-Q4, ICLTC staff, consultant)**
- Implementation of goals, policies, and objectives set forth in the RTP. **(Q1-Q4, ICLTC staff)**
- Continue to monitor combined use routes established pursuant to Assembly Bill 628 and Senate Bills 1354 & 402. **(Q1-Q4, ICLTC staff)**
- Update surveying, traffic data collection capabilities and trained additional staff. **(Q1-Q4, ICLTC staff)**
- 

**Methods/Tasks** (for FY 2024/2025):

1. Monitor progress and programming of State highway projects in current and future STIP cycles in accordance with the Memorandum of Understanding between the State of California, Department of Transportation and the Inyo County Local Transportation Commission, in accordance with MOUs with Caltrans and MOUs with neighboring agencies. **(Q1-Q4, ICLTC staff)**
2. Monitor progress and programming of local agency projects in current and future STIP cycles. This task does not include project management. **(Q1-Q4, ICLTC staff)**
3. Meetings with the Inyo County Local Transportation Commission, Caltrans and/or committees regarding planning future projects for STIP inclusion. **(As needed, ICLTC staff)**
4. Implementation of the 2024 Regional Transportation Improvement Program (RTIP). **(Q1-Q4, ICLTC staff)**

5. Attend California Transportation Commission meetings as necessary. **(Quarterly/As needed, ICLTC staff)**
6. Complete project specific tasks related to the implementation of the 2024 STIP. **(Q1-Q4, ICLTC staff)**
7. Monitor and assist with planning pursuant to continued progress of local projects and State highway projects. **(As needed, ICLTC staff)**
8. Provide planning assistance involving identification and development of local grant projects. **(As needed, ICLTC staff, consultant)**
9. Remain involved in the development and the allocation of funds for transportation and planning programs included in MAP-21 / FAST Act such as the Active Transportation Program, Sustainable Communities, etc. **(As needed, ICLTC staff, consultant)**
10. Assist with planning, CEQA and/or NEPA review of local projects and Caltrans projects to ensure consistency and compliance with regional planning documents. This task will not involve any site-specific environmental survey. **(As needed, ICLTC staff)**
11. Facilitate adequate public involvement and participation in the planning of local and State projects. **(As needed, ICLTC staff, consultant)**
12. Ensure that safety and security are considered in the planning and selection of alternatives for proposed local and Caltrans projects. **(As needed, ICLTC staff)**
13. Coordinate Statewide Integrated Traffic Records System (SWITRS) and other collision databases from local law enforcement agencies (CHP, Inyo County Sheriff, and Bishop Police) to identify, prioritize and incorporate safety considerations into the planning of transportation projects. **(As needed, ICLTC staff, consultant)**
14. Review data from local law enforcement and resource management agencies to identify, prioritize and incorporate measures into planning for transportation projects involving wildlife movement and related traffic safety. **(As needed, ICLTC staff, consultant)**
15. Participate and sponsor planning activities related to access and circulation at the Bishop Airport. **(As needed, ICLTC staff, consultant)**
16. Participate in public meetings and transportation studies to identify appropriate local projects to address local and regional transportation problems. **(As needed, ICLTC staff)**

17. Ensure access-management issues are included with all project review on local streets and roads and the state highway system. **(As needed, ICLTC staff)**
18. The ICLTC shall use performance measures in the evaluation and selection of future projects. **(As needed, ICLTC staff)**
19. Adhere to a system-wide Disadvantaged Business Enterprises (DBE) program.  
This task is not for specific projects. It is for the overall DBE program **(As needed, ICLTC staff)**.
20. Coordinate and consult with the five Tribal Governments. **(As needed, ICLTC staff)**
21. For local land division projects, address dedication for right-of-way (ROW) needs and perfection of ROW title for State and local roadways. **(As needed, ICLTC staff)**
22. Secure a consultant to complete grant applications for a variety of programs such as the Active Transportation Program, FLAP, Rebuilding American Infrastructure with Sustainability and Equity (RAISE), Clean California, Sustainable Transportation Program, and the Highway Safety Improvement Program. **(As needed, ICLTC staff)**
23. Review the Pedestrian Facilities Inventory of County, City, and Tribal Government roadways and pursuant to the Americans with Disabilities Act. Prioritize projects and search for appropriate funding. **(As needed, ICLTC staff)**
24. Update the County and City-wide Active Transportation Plan. Continue to identify potential bicycle and pedestrian projects. **(As needed, ICLTC staff)**
25. Work with the Inyo National Forest and Bureau of Land Management to obtain permanent easements and/or perfect right of way for County maintained roads. **(As needed, ICLTC staff)**
26. Coordinate with Caltrans, California Highway Patrol, and Inyo County Sheriff to focus on safety in public outreach and paying special notice to fatal and severe injury collisions. **(As needed, ICLTC staff, consultant)**
27. Develop Project Study Reports (PSRs) or PSR Equivalents. **(As needed, ICLTC staff, consultant)**
28. Attend trainings to develop local agency staff's ability to deliver Federal Aid and other types of transportation projects (Federal Aid training, Resident Engineers Academy and other similar trainings) **(As needed, ICLTC staff)**
29. Participate and coordinate in activities between Caltrans, ICLTC, and the Eastern California Transportation Planning Partnership. **(As needed, ICLTC staff)**

30. Coordinate with Caltrans on transportation planning activities such as:
- System Level Planning Documents (Corridor Management Plans)
  - Project specific public involvement activities
  - Truck traffic on Bishop Main Street
  - West Line Street improvements
  - Eastern Sierra Corridor Freight Study
  - Caltrans District 9 Intelligent Transportation System (ITS) Master Plan
  - Bishop Paiute Tribal Transportation Planning Project
  - Olancho-Cartago Sustainable Corridor Study
  - EV charging infrastructure planning
  - Lone Pine Visioning Committee
- (As needed, ICLTC staff)**
31. Ensure public participation in regional planning processes by encouraging public meetings at planning stage, with emphasis on involvement of Caltrans, local agencies, the traditionally under-represented, and Tribal Governments. **(As needed, ICLTC staff, consultant)**
32. Ensure that planning and transportation operations address the needs and issues of all constituents. **(As needed, ICLTC staff, consultant)**
33. Require coordination of transportation planning with other planning efforts such as land use planning, CEQA/NEPA review, air quality planning, watershed management, etc. **(As needed, ICLTC staff, consultant)**
34. Participate in Intelligent Transportation Systems (ITS) trainings. **(As needed, ICLTC staff)**
35. Participate and coordinate with the Rural Counties Task Force (RCTF) and attend monthly RTPA meetings. **(Monthly/As needed, ICLTC staff)**
36. Continue to develop criteria, policies and guidelines addressing prioritization and selection of regional transportation projects. **(As needed, ICLTC staff)**
37. Coordinate and consult with all five Federally recognized Tribal Governments in Inyo County to participate in individual consultation forums to affect compliance with Title 23, United States Code (U.S.C.), Chapter 1, Sections 134(h)(3)(B), 134(i)(5), and 101(a)(23); MAP-21 / FAST Act, Subsection 5303(i)(2)(B), Section 6001, Subsection 134(i)(2)(B), and 6002. **(As needed, ICLTC staff, consultant)**
38. Implement ITS traffic circulation recommendations that develop out of community planning efforts. **(As needed, ICLTC staff, consultant)**



39. Coordinate with Tribal Governments to consider submittals of County and City roads, routes and bridges for grant funding as part of the Bureau of Indian Affairs Indian Reservation Roads inventory system. **(As needed, ICLTC staff, consultant)**
40. Coordinate with Tribal Governments to apply for grant funding for County and City roads that provide direct access to Indian Reservations. **(As needed, ICLTC staff, consultant)**
41. Implement planning-related proposals included in the Eastern Sierra Corridor Enhancement Plan for US 395 if feasible. **(As needed, ICLTC staff)**
42. Evaluate and implement the combined use of specific local streets and roads by regular vehicular traffic and off highway vehicles as per Assembly Bill 628, Senate Bills 1345 & 402. This task was initiated in FY 2012-2013 and will be carried over into FY 2024-2025. The pilot program will sunset in January of 2025 unless the California Legislature extends the program or makes the current pilot program into permanent California law. **(Q1-Q4, ICLTC staff)**.
43. Coordinate with agencies such as the Bureau of Land Management (BLM) and volunteer/stewardship groups to conduct traffic counts, evaluate signage, incursions by OHV's onto non designated areas, and seek viable connections to designated areas, considering the future transition to street legal UTV's in California (Q1-Q4, ICLTC staff, volunteers).
44. Development and update of a Pavement Management System for the County of Inyo as follows:
  - Update the assessment of County and City roads.
  - Develop priorities and weighted criteria for use in determining overall condition ratings and priority rankings.
  - Evaluate traffic classifications, street designations, materials, and standards.
  - Develop procedures, standards, and impact fees to protect the public investment in streets.
  - Develop a computerized 3-year pavement management plan and capital improvement plan. **(Q1-Q4, ICLTC staff)**
45. Update the City and County Pavement Management Plan (PMP), with 1/3 of the system being updated each year. This work element is used for PMP activities if RPA funds are exhausted. **(Q1-Q4, ICLTC staff)**
46. Develop Capital Improvement Plan for County roads using most cost-effective rehabilitation strategies. **(As needed, ICLTC staff)**
47. Use ArcView or ArcMap to develop countywide GIS database that will identify and characterize current projects; and characterize County and City roads for general planning and management purposes. This task includes GIS-related trainings for City and County staff. **(As needed, ICLTC staff)**

48. Utilize GIS to develop assessment tools for evaluating safety of transportation system, CEQA/NEPA analysis and regional transportation issues. **(As needed, ICLTC staff)**
49. Work with Caltrans to integrate regional GIS data. **(As needed, ICLTC staff)**
50. Collect GPS data on local streets and roads to incorporate into GIS applications. This includes taking centerline GPS readings of the entire Inyo County Maintained Mileage System. **(Q1-Q4, ICLTC staff)**
51. Purchase FAA approved drone for the monitoring of construction or project progress, identification of bottlenecks, and review of real-time data on project resource use. **(As needed, ICLTC staff)**
52. Purchase video or stop-motion traffic counters to assist with monitoring road use, use trends, and to differentiate between vehicle types (cars, trucks, motorcycles, bicycles, non-street legal vehicles, and pedestrians). **(As needed, ICLTC staff)**
53. As needed, purchase updated Trimble surveying software and new data collector to facilitate road GIS mapping, data collection and pavement management. **(As needed, ICLTC staff)**
54. Pay for training as needed to use existing engineering staff to collect GIS, pavement data and other data with new data collector and software. **(As needed, ICLTC staff)**
55. Indirect Overhead costs of LTC; 1/3 of County Cost Plan, Liability Insurance & Workers Comp. **(Quarterly, ICLTC staff)**
56. Provide public interaction through answering LTC main phone number and staffing a public office. **(Daily, ICLTC staff)**
57. Community Engagement - Through outreach, public meetings, web surveys, and internal process ensure that transportation planning projects address the needs and issues of all constituents, whether urban, rural, traditional vehicles, human powered, electric vehicles or other. Ensure planning projects consider and address the needs of traditionally underrepresented populations /groups and Tribal Governments. **(As needed, ICLTC staff, consultant)**
58. Confer with City of Bishop and County planning staff in the development of their respective Housing Elements. **(As needed, ICLTC staff)**
59. Implement the 2024 RTIP. **(Q1-Q4, ICLTC staff)**
60. Identification of future needs and opportunities for RTP implementation, i.e., airport circulation enhancements with the anticipation/implementation of year-round commercial air service. **(As needed, ICLTC staff)**

61. Reports on meetings held by regional planning committees and stakeholders; identify topics that can enhance or improve the RTP. **(As needed, ICLTC staff)**
62. Coordinate with transit operator to evaluate current information on the state of transit assets, and research the required maintenance needs for alternatively fueled vehicles and infrastructure. **(As needed, ICLTC staff)**
63. Develop a consortium to monitor the transition to alternative fueling and zero emission vehicles, and coordinate with neighboring counties and agencies such as Caltrans and ESTA to consider the feasibility and siting of hydrogen fueling stations in the region (Q1-Q4, ICLTC staff).

**Funding Source:**

Planning, Programming and Monitoring Fund (FY23-24): \$ 157,000

**Total = \$ 157,000**

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION**

**2024/2025 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY**

WORK ELEMENT		FUNDING SOURCE					TOTAL
Number	Description	RMRA	RPA	RPA-CO	LTF	PPM	
100.1	Compliance and Oversight		\$95,000				\$95,000
110.1	Overall Work Program		\$10,000				\$10,000
200.1	Regional Transportation Improvement Program		\$3,000				\$3,000
300.1	Administer Transit				\$87,169		\$87,169
310.1	Coordinate Transit Services				\$10,000		\$10,000
400.1	Project Development & Monitoring		\$35,000	\$25,000			\$60,000
400.2	Development of Grant Proposals		\$25,000				\$25,000
400.3	Inyo County Electric Vehicle Charging Infrastructure and Network Plan	\$201,500				\$20,000 <small>11.47% Match (est. expended \$3,112 in FY23-24)</small>	\$221,500
400.4	Monitor changes in Transportation Funding		\$2,000				\$2,000
500.1	Regional Transportation Plan Coordination & Regional Planning		\$10,000				\$10,000
510.1	Regional Transportation Plan		\$2,000				\$2,000

600.1	PMP/GIS		\$48,000				\$48,000
700.1	Planning, Programming, & Monitoring					\$157,000 FY22-23 & 23-24	\$157,000
	TOTALS	\$201,500	\$230,000	\$25,000*	\$97,169	\$177,000 <sup>1</sup>	\$730,669

\*Due to routine fiscal year end cross-over the ICLTC will receive a carry-over of FY23-24 RPA funds of approx. \$25,000 in addition to the \$230,000.

---

<sup>1</sup> This will involve expending PPM funds from FY22-23 and FY23-24.

## Glossary of Terms and Acronyms

**Active Transportation Plan:** Identifies a network of pedestrian and bicycle facilities and projects to support pedestrian and bicycle safety for people of all ages and abilities. Specifically, the Active Transportation Plan aims to:

- Identify barriers and innovative solutions to encourage walking and bicycling as viable travel modes
- Effectively build on recently completed and current active transportation planning efforts.
- Develop walking/bicycling networks supportive of existing and future land uses and projects.
- Develop a clearly defined implementation strategy with specific, creative, yet practical and financially feasible projects matched to specific funding opportunities.

**Active Transportation Program (ATP):** Created in 2013 by the passage of SB 99 and AB 101, the Active Transportation Program consolidates existing federal and state transportation programs into a single program with a focus to make California a national leader in active transportation. The purpose of the Active Transportation Program is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance the active transportation efforts of regional agencies to achieve Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008) and SB 341 (of 2009),
- Enhance public health and ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

**Airport Land Use Commission (ALUC):** The fundamental purpose of ALUCs is to promote land use compatibility around airports. As expressed in state statutes, this purpose is "... to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within areas around public airports to the extent that these areas are not already devoted to incompatible uses." The statutes give ALUCs two principal powers by which to accomplish this objective:

1. ALUCs must prepare and adopt an airport land use plan; and
2. ALUCs must review the plans, regulations, and other actions of local agencies and airport operators for consistency with that plan.

**Airport Land Use Compatibility Plan (ALUCP):** A document referred to by ALUCs and individuals seeking to review standards for land use planning in the vicinity of an airport. The ALUCP defines compatible land uses for noise, safety, airspace protection, and overflight within the Airport Influence Area (AIA).

**Allocation:** A distribution of funds by formula or agreement. With regard to Transportation Development Act funds, allocation is the discretionary action by the RTPA which designates funds for a specific claimant for a specific purpose.

**Apportionment:** Distribution of funds by a formula. Apportionment under the Transportation Development Act is the determination by the RTPA of each area's share of anticipated LTF for the ensuing fiscal year.

**California Environmental Quality Act (CEQA):** A statute that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible.

**Capital Improvement Program (CIP) or Capital Improvement Plan:** A short-range plan, which identifies capital projects and equipment purchases, provides a planning schedule, and identifies options for financing the plan.

**Congestion Mitigation and Air Quality (CMAQ):** A federal funding program that is available in certain counties for transportation projects that demonstrate emission reductions to help attain federal air quality standards. Project categories eligible for CMAQ funding include:

- Alternative fuels and vehicles
- Congestion reduction and traffic flow improvements
- Transit improvements
- Bicycle and pedestrian facilities
- Public education and outreach
- Diesel engine retrofits
- Carpooling and van pooling

Projects are submitted by local jurisdictions for consideration and are ranked based upon air quality benefits and project readiness. RTPA's then rank and choose projects to be funded.

**Corridor System Management Plan (CSMP):** Foundational documents supporting a partnership-based, integrated management of all travel modes (cars, trucks, transit, bicycles, and pedestrians) and infrastructure (highways, roads, rail tracks, information systems and bike routes) so that mobility along a corridor is provided in the most efficient and effective manner possible.

**Federal Highway Administration (FHWA):** An agency within the U.S. Department of Transportation that supports state and local governments in the design, construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands).

**Federal Transit Administration (FTA):** A federal agency that provides financial and technical assistance to local public transit systems, including buses, subways, light rail, commuter rail, trolleys, and ferries.

**Fixing America's Surface Transportation (FAST) Act:** A federal law enacted in 2015 to provide long-term funding for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs.

**FTA Section 5310:** This program set forth in United States Code (U.S.C.) Title 49 Section 5310 provides formula funding to states for the purpose of assisting private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs.

**FTA Section 5311:** This program set forth in United States Code (U.S.C.) Title 49 Section 5311 provides grants for Rural Areas providing capital, planning, and operating assistance to states to support public transportation in rural areas with populations of less than 50,000 where many residents often rely on public transit to reach their destinations.

**Interregional Transportation Improvement Program (ITIP):** The ITIP is a five-year program of projects funded through the State Transportation Improvement Program (STIP) that obtains funding primarily through the per-gallon State tax on gasoline. The ITIP is prepared by the California Department of Transportation (Caltrans) and is submitted to the California Transportation Commission (CTC) for approval.

**Level of Service (LOS):** A qualitative measure used to relate the quality of traffic service. LOS is used to analyze highways by categorizing traffic flow and assigning quality levels of traffic based on performance measures like speed, density, etc. North American highway LOS standards use letters A through F, with A being the best and F being the worst, like academic grading.

**Local Transportation Fund (LTF):** The LTF is derived from a 1/4-cent general sales tax collected statewide. The State Board of Equalization, based on the sales tax collected in each county, returns the sales tax revenues to each county's LTF. The LTF was created in 1971 when legislation was passed to provide funding to counties for transit and non-transit related purposes.

**Memorandum of Understanding (MOU):** An agreement between two (or more) parties. It expresses a convergence of will between the parties, indicating an intended common line of action. Many government agencies use MOUs to define a relationship between agencies.

**Metropolitan Planning Organization (MPO):** MPOs are the regional planning entities in urbanized areas, usually an area with a population of 50,000 or more. There are 18 MPOs in California, accounting for approximately 98% of the state's population.

**Overall Work Program (OWP):** ICLTC annually adopts a budget through the preparation of an Overall Work Program. This work program describes the planning projects and activities or work elements that are to be funded, and the type of funds that will pay for the expenditures.

**Planning, Programming, and Monitoring (PPM):** PPM is funding allocated by the California Transportation Commission (CTC) through the State Transportation Improvement Program (STIP). Designated uses of PPM include:

- Regional transportation planning – includes development and preparation of the regional transportation plan.



- Project planning – includes the development of project study reports or major investment studies conducted by regional agencies or by local agencies, in cooperation with regional agencies.
- Program development – includes the preparation of regional transportation improvement programs (RTIPs) and studies supporting them; and
- Monitoring the implementation of STIP projects – includes project delivery, timely use of funds, and compliance with state law and CTC guidelines.

**Plans, Specifications, and Estimates (PS&E):** In this stage of project development, the scope of the selected alternative is refined; design surveys and photogrammetric mapping is obtained; and reports including traffic data, hydrology and hydraulics, geotechnical design, pavement design, and materials and sound wall design reports are completed. Final right-of-way requirements are determined, and procurement is initiated. At the completion of the PS&E stage, a complete set of project plans have been developed that will allow a competent contractor to bid and build the project. These plans include a refined estimate of the construction costs and any required specifications on how the work is to proceed.

**Project Approval and Environmental Documentation (PA/ED):** The PA/ED step of project development reinforces the philosophy of balancing transportation needs with community goals and values. Outputs of the ICLTC Final 2022/23 Overall Work Program are the project study report and environmental document.

**Project Initiation Document (PID):** A report that documents the purpose, need, scope, cost, and schedule for a transportation project. The PID identifies and describes the viable alternatives to a transportation problem.

**Project Study Report (PSR):** A report of preliminary engineering efforts, including a detailed alternatives analysis, cost, schedule, and scope information for a transportation project. A PSR also includes estimated schedule and costs for environmental mitigation and permit compliance.

**Public Transportation Modernization Improvement & Service Enhancement Account (PTMISEA):** PTMISEA was created by Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Of the \$19.925 billion available to Transportation, \$3.6 billion dollars was allocated to PTMISEA to be available to transit operators over a ten-year period. PTMISEA funds may be used for transit rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or rolling stock (buses and rail cars) procurement, rehabilitation, or replacement. Funds in this account are appropriated annually by the Legislature to the State Controller’s Office (SCO) for allocation in accordance with Public Utilities Code formula distributions: 50% allocated to Local Operators based on fare-box revenue and 50% to Regional Entities based on population.

**Regional Improvement Program (RIP):** The RIP is one of two funding programs in the State Transportation Improvement Program (STIP). The RIP receives 75% of the STIP funds and the second

program, the Interregional Improvement Program receives 25% of STIP funds. RIP funds are allocated every two years by the California Transportation Commission (CTC) to projects submitted by Regional Transportation Planning Agencies (RTPAs) in their Regional Transportation Improvement Programs (RTIPs).

**Regional Surface Transportation Program (RSTP):** The RSTP was established by the State of California to utilize federal Surface Transportation Program funds for a wide variety of transportation projects. The State exchanges these federal funds for less restrictive state funds to maximize the ability of local agencies to use the funds for transportation purposes including planning, construction of improvements, maintenance and operation of public streets, and pedestrian and bicycle projects.

**Regional Transportation Improvement Program (RTIP):** ICLTC submits regional transportation projects to the California Transportation Commission (CTC) for funding in a list called the RTIP. The RTIP is a five-year program that is updated every two years. Projects in the RTIP are funded from the Regional Improvement Program (RIP).

**Regional Transportation Plan (RTP):** The Regional Transportation Plan has been developed to document transportation policy, actions, and funding recommendations that will meet the short- and long-term access and mobility needs of Inyo County residents over the next 20 years. This document is designed to guide the systematic development of a comprehensive multi-modal transportation system for Inyo County.

**Regional Transportation Planning Agency (RTPA):** County or multi-county entities charged by state law in meeting certain transportation planning requirements. As the RTPA for Inyo County, ICLTC coordinates transportation planning for Inyo County and the City of Bishop.

**Request for Proposal (RFP):** A document that solicits proposals, often made through a bidding process, by an agency or company interested in procurement of a commodity, service, or asset, to potential suppliers to submit business proposals.

**Rural Counties Task Force (RCTF):** There are 26 rural county Regional Transportation Planning Agencies (RTPAs) or Local Transportation Commissions represented on the Rural Counties Task Force (RCTF). The RCTF is an informal organization with no budget or staff that generally meets every other month. A staff member on behalf of the ICLTC attends these meetings. The CTC acts as liaison to the RCTF, and CTC and Caltrans staff typically attend these meetings to explain and discuss changing statewide transportation issues that may be of concern to the rural counties.

**Rural Planning Assistance (RPA):** Annually the 26 rural RTPAs receive state transportation planning funding, known as RPA, on a reimbursement basis, after costs are incurred and paid for using local funds.

**Social Services Transportation Advisory Council (SSTAC):** Consists of representatives of potential transit users including the public, seniors and/or disabled; social service providers for seniors, disabled, and

persons of limited means; and local consolidated transportation service agencies. The SSTAC meets at least once annually and has the following responsibilities:

- To maintain and improve transportation services to the residents of Inyo County, particularly the elderly and disabled.
- Review and recommend action to the ICLTC relative to the identification of unmet transit needs and advise the Commission on transit issues, including coordination and consolidation of specialized transportation services.
- Provide a forum for members to share information and concerns about existing elderly and handicapped transportation resources.

**State Highway Operations and Protection Program (SHOPP):** The SHOPP is a four-year listing of projects prepared by Caltrans.

**State Transit Assistance (STA):** These funds are provided by the State for the development and support of public transportation needs. They are allocated by the State Controller's Office to each county based on population and transit performance.

**State Transportation Improvement Program (STIP):** The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the Transportation Investment Fund and other funding sources. STIP programming generally occurs every two years. The STIP has two funding programs, the Regional Improvement Program, and the Interregional Improvement Program.

**Transit Development Plan (TDP):** Transit Development Plans study the County's transit services. They help identify transit service needs, prioritize improvements, and determine the resources required for implementing modified or new services. The plans also provide a foundation for requests for State and federal funding.

**Transportation Development Act (TDA):** The Transportation Development Act was enacted in 1971 and provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). The TDA funds a wide variety of transportation programs, including planning and programming activities, pedestrian and bicycle facilities, community transit services, and public transportation projects. One of ICLTC's major responsibilities is the administration of TDA funding in Inyo County.

**Travel Demand Model (also Traffic Model):** A computer model used to estimate travel behavior and travel demand for a specific future time frame, based on a number of assumptions. In general, travel analysis is performed to assist decision makers in making informed transportation planning decisions. The strength of modern travel demand forecasting is the ability to ask critical "what if" questions about proposed plans and policies.

**Vehicle Miles Traveled (VMT):** VMT is a metric of the total miles traveled by vehicles in a defined area over a defined period of time and is often used to estimate the environmental impacts of driving, such

as Greenhouse Gases and air pollutant emissions. Factors that influence VMT include travel mode, number of trips, and distance traveled. California jurisdictions are transitioning from a Level of Service (LOS) metric to a Vehicle Miles Traveled (VMT) metric within the California Environmental Quality Act's (CEQA) transportation analysis.



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante  
Executive Director

TO: Inyo County Local Transportation Commission  
FROM: Justine Kokx, Transportation Planner  
DATE: June 19, 2024  
SUBJECT: Unmet Transit Needs Findings

---

**Recommended Action** Your Commission is being asked to a) adopt Unmet Transit Needs Findings as presented by staff and b) approve Resolution No. 2024-02 regarding unmet transit needs.

### **2024 Unmet Transit Needs Hearing**

The Inyo County Local Transportation Commission should not allocate TDA funds to local streets and roads in the 2024/2025 year. All TDA funds should be allocated to public transit and TDA eligible set-asides (for TDA administration, 2% to bicycle and pedestrian facilities, and 5% for community transit services).

The SSTAC meeting and Unmet Transit Needs hearings were held in accordance with the Transportation Development Act and the Inyo County LTC Organization and Procedures Manual. The Unmet Transit Needs process is a valuable exercise in that it lets the Commission, Eastern Sierra Transit, and the public explore the strengths and weaknesses of the transit system. The dialogue at the SSTAC meeting and unmet transit needs hearing provides valuable information to transit entities of changing needs in the area. Eastern Sierra Transit has been effective at modifying their services to meet area transit needs and identifying new sources of funding to provide other services.

**Unmet Transit Needs Findings** Staff and ESTA have reviewed the information and discussion from the February 15, 2024, Social Services Transit Advisory Council meeting. There were no public comments at either Unmet Transit Needs Hearing (March 20, 2024 & April 17, 2024). Staff have compiled a list of the suggestions and requests. They are qualified as to whether they are an unmet need and whether they are possible to accommodate, i.e., “Reasonable to Meet”.

First, the following are the definitions of “Unmet Transit Need” and “Reasonable to Meet.” The definitions were adopted by the ICLTC in 1995 and amended in 2007 and are as follows:

An Unmet Transit Need exists if an individual or individuals of any age or physical condition are unable to transport themselves from one location to another. An Unmet Transit Need is, at a minimum, those public transportation or specialized transportation

services that are identified in the Regional Transportation Plan and that have not been implemented or funded.

A documented Unmet Transit Need is reasonable to meet if:

A service can be provided which meets a minimum farebox ratio of 10% of operating costs; and

- a) It is transit service for essential intra-county purposes which are defined as medical or dental services, shopping, employment, personal business, or social service appointments; or,
- b) It is a transit service for essential inter-county purposes which are defined as medical or dental services or social service appointments not available in this county or the out-of-county destination is the closest location where the services are available to the origin of the trip; and,

The origin and/or destination of the trip is within two miles of the established area of operation or cohesive community.

**Findings:**

The following findings are made in the attached resolution based on the analysis above:

1. A meeting of the SSTAC was held on February 15, 2024,
2. Duly noticed Unmet Transit Needs Hearings were held on March 20, 2024 & April 17, 2024,
3. There are no new transit needs identified that satisfy the definition of an *unmet transit need* and *reasonable to meet*.

Attachments:

- ICLTC Resolution No. 2024-02
- 2024 Unmet Transit Needs List
- February 15, 2024, SSTAC Meeting Notes

## 2024 Unmet Transit Needs List

	TRANSIT REQUEST	Unmet Need	Reasonable to Meet	Comments
New unmet needs request	Lone Pine DAR on weekends	Yes	No	<b>Maybe next year</b>
New unmet needs request	Free Ride Day	No	No	<b>Not an unmet need, but good idea</b>
New unmet needs request	Overnight parking in Bishop	No	No	<b>There is parking in the city, but not near the Vons stop</b>
New unmet needs request	Easier payment system	No	No	<b>this is high on the priority list</b>
Prior year Unmet need	Increase Frequency of Lone Pine / Bishop Connection	No	NA	the connection exists currently
Prior year Unmet need	Fixed Route Service in Bishop	No	NA	service exists currently
Prior year Unmet need	Better Technology / Phone System for Dial-A-Ride	No	NA	service exists currently
Prior year Unmet need	On Demand scheduling software for dial a ride	No	NA	service exists currently with
Prior year Unmet need	Owens River / Poleta Rd. Service	Yes	No	service operationally difficult
Prior year Unmet need	depart Bishop at 4PM instead of 2:30 on Benton	Yes	No	service operationally difficult
Prior year Unmet need request	Trailhead Service to Whitney, Horseshoe, Onion, Glacier, Buttermilk Rd Turnoff	Yes	No	insufficient funding
request	Tecopa to Pahrump Service	Yes	No	no service provider in the area
Prior year Unmet need met	Weekend Mammoth Express Service	Yes	Yes	Approved by ESTA Board April 2023
Prior year Unmet need met	Weekend US395 Service	Yes	Yes	Approved by ESTA Board April 2023
Prior year Unmet need met	Extend Bishop Dial-A-Ride Hours	Yes	Yes	Need met in FY2021-2022
Prior year Unmet need met	White Mountain Research Center	Yes	Yes	Need met in FY2021-2022
Prior year Unmet need met	Dial-A-Ride Service to Keeler	Yes	Yes	Need Met in 2021

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION  
RESOLUTION 2024-02**

**A RESOLUTION REGARDING UNMET TRANSIT NEEDS**

**WHEREAS**, on February 15, 2024, the Social Services Transit Advisory Committee held a duly noticed meeting to receive testimony identifying or commenting on unmet transit needs that may exist in the County; and

**WHEREAS**, on March 20th, 2024, and April 17th, 2024, the Inyo County Local Transportation Commission (LTC) held duly noticed public hearings to receive testimony identifying or commenting on unmet transit needs that may exist in the County; and

**WHEREAS**, the LTC notified persons and organizations that it knows to have an interest in the subject of the hearings; and

**WHEREAS**, the LTC has also considered the following factors in its transportation planning process:

1. Identified the size and location of groups with potential transit dependence.
2. Evaluated the adequacy of existing transportation services.
3. Examined potential alternate transportation services and service improvements that would meet potential travel demands; and

**WHEREAS**, the LTC adopted its definition of "Unmet Transit Needs and "Reasonable to Meet" in 1995 and amended in 2007, which are:

"An Unmet transit need exists if an individual or individuals of any age or physical condition are unable to transport themselves from one location to another. Documentation regarding the unmet need and the person's residential address must be provided in a letter addressed to the Executive Director of the Inyo County Local Transportation Commission or by testimony at a public hearing held for the purpose of determining unmet transit needs. An unmet transit need is, at a minimum, those public transportation or specialized transportation services that are identified in the Regional Transportation Plan that have not been implemented or funded."

A documented unmet transit need is "reasonable to meet" if a service can be provided which meets a minimum farebox ratio of 10% of operating costs, and:

- a) It is a transit service for essential intra-county purposes, which are defined as medical or dental services, shopping, employment, personal business, or social service appointments, or
- b) It is a transit service for essential inter-county purposes, which are defined as medical or dental services, or social services appointments not available in this county or the out-of-county destination is the closest location where the services are available to the origin of the trip; and the origin and/or destination of the trip



is within two miles of the established area operation or a cohesive community;  
and

**WHEREAS**, the LTC has considered all available information, including that presented at the public hearings, all of which is contained in the ICLTC findings staff report dated June 19, 2024.

**NOW, THEREFORE, BE IT RESOLVED** that the ICLTC finds that through the 2024 unmet transit needs process, no new transit, medical or social services needs raised meet the definition of being an *unmet transit need* and are *reasonable to meet*.

**BE IT FURTHER RESOLVED**, that the ICLTC has determined that there will be no remaining Local Transportation Funds available to the City of Bishop and County of Inyo for local streets and roads.

Passed and adopted this 19<sup>th</sup> day of June 2024, by the following vote:

Ayes:

Noes:

Abstains:

Absent:

---

Celeste Berg, Chairperson  
Inyo County Local Transportation Commission

Attest:

---

Tina Chinzi, Secretary  
Inyo County Local Transportation Commission



# INYO COUNTY



## LOCAL TRANSPORTATION COMMISSION

P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante, Executive Director

## Social Services Transit Advisory Council Minutes February 15, 2024, 9:00AM Bishop QCOB Lone Pine Senior Center Zoom

### INTRODUCTIONS / PARTICIPANTS

Jenny Park, IMAH  
Phil Moores, Director, ESTA  
Ben Downard, Caltrans  
Maggie Ritter, Caltrans  
Annelise Quintanar, Caltrans  
Cindy Duriscoe, Big Pine Paiute Tribe  
Justine Kokx, Inyo County LTC  
Morningstar Willis-Wagoner, Inyo County  
Christina Bonanno, Inyo County  
Rosie Gilmour, Lone Pine

Sylvia Cline, Lone Pine  
Sabine Elia, Lone Pine  
Bob Strub, Lone Pine  
Roger Rasche, Lone Pine  
Robert Herzog, Lone Pine  
Alan Akin, Lone Pine  
Will Wadelton, Lone Pine  
Frankie Quintana, Lone Pine  
Walt Hoffman, Benton (on vacation in Mexico)

### INTRODUCTIONS & REVIEW OF PURPOSE

Justine Kokx, LTC staff introduced herself and stated that the Transportation Development Act requires that we allocate LTF funding only after considering whether local transit agencies are recognizing and accommodating for unmet transit needs, if they are reasonable to meet. This meeting is the first step in deciding how the TDA funds will be allocated to ESTA or any other claimants, and for administration of the TDA.

### SCHEDULE OF PUBLIC HEARINGS

The LTC is required to have this initial meeting as well as two public hearings which are generally at the LTC's regularly scheduled meetings. The public hearings will be scheduled at the LTC meetings at 8:00 am on March 20th at the Bishop City Chambers and April 17th, 2024, at the Independence Board Chambers, and via Zoom.

## **OPEN DISCUSSION OF IDEAS & POTENTIAL ISSUES:**

The meeting and discussion pivoted to an open forum between transit users and ESTA's Executive Director, Phil Moores, with riders expressing their appreciation to Phil for Karla, the Lone Pine Dial-A Ride driver, as well as all of the drivers. Phil is very proud of ESTA staff and drivers.

A rider requested dial-a-ride service to Keeler. Phil reminded the group that this service had been an unmet need that was met a couple of years ago. He recommended they contact Karla for details, she will go out Keeler with advance notice.

Weekend 395 Service – Phil reported that they are looking at adding a Reno run on Sundays, and a Lancaster run on Saturdays. These are on the table for discussion, not set in stone.

Weekend Lone Pine Dial-a-ride service is an expansion that Phil is also looking into.

A request was made by a Lone Pine rider to add a route that allows for grocery shopping in Lancaster or Palmdale. Phil stated that this would be logistically difficult due to the timing and distance, it would only allow for a short turnaround of around 45 minutes. The idea of a route to allow for shopping in Ridgecrest arose. Rosie Gilmour of Lone Pine reported that she regularly rides the ESTA bus on its way to Lancaster and connects with the Ridgecrest Runner dial-a-ride service in Inyo Kern, then returns to Lone Pine on the return bus from Lancaster. She loves the route and recommends it for shopping in Ridgecrest.

What about getting to LAX? Walt Hoffman of Benton provided details. Take the ESTA bus to the Metrolink station in Lancaster and enjoy a little Thai food. From there take the very nice, clean train to Union Station in Los Angeles. This takes about 2.5 hours. From here, take the flyaway bus to LAX, which takes another 1.5 hours. If you have an early flight you will need to go a day ahead and spend the night near the airport. This route works perfectly for same day late or red eye flights.

Cindy Duriscoe representing the Big Pine Tribe echoed Walt's comments and confirmed that she had just done the exact same route on her way to New Zealand. It worked perfectly.

A member of the Lone Pine group asked if there was a group discount rate. Phil said he would investigate, but there is a senior discount and children ride for free. He followed up later with this information: Currently, the purchase of a Ten-Punch Pass will provide a 50% discount rate. There is no limit on the use of the pass.

The issue of overnight parking came up. Ben Downard suggested a coordinated effort between Caltrans, the City of Bishop, County and ESTA to develop an overnight parking area near Kmart & Vons. The City of Bishop is currently conducting a parking study so more to come on this topic.

Walt suggested a free pass day to help spread the word and get folks hooked on transit. He began using transit in his early forties and grew to love it, it was more than just a convenience to him, it was also about the social connections he gained. He also appreciated the addition of bike racks as an avid cyclist.

Sylvia Cline brought up a communication issue she had with the reservation office. She had wanted to use dial-a-ride in Lone Pine but misunderstood and went to the long route pick up location at McDonalds. She should have gone to Statham Hall instead. If the communication had included a clarification of local or long distance, she wouldn't have missed her ride. Just a suggestion to prevent confusion for other folks.

Walt brought up a universal payment system. Other countries and cities already have it, can ESTA? Phil is looking into a better payment system. Ben brought up a California wide effort to streamline payments using a single app or card. More to come on that topic.

An abbreviated list of the topics covered is below:

1. Lone Pine to Ridgecrest
  - a. ESTA drops off at Inyokern (drop off at 11:20a, pick up at 3:35p)
  - b. Ridgecrest DAR picks up at Inyokern bus stop
2. Bishop to LAX
  - a. Link on ESTA website
3. Overnight Parking in Bishop
  - a. City is conducting a parking study
4. Group rate
  - a. Under evaluation
5. Lone Pine DAR on weekends
  - a. Under consideration
6. Free Ride Day
  - a. Under consideration
7. Sylvia Cline – missed bus
  - a. Called on 2/15/24 and discussed communication between Sylvia and ESTA

Justine Kokx concluded the meeting by saying that all of these suggestions and ideas will be looked into and will be brought to the Commission. She encouraged everyone to participate in the public hearings on March 20th and April 17<sup>th</sup>.

Meeting adjourned: 10:12 a.m.





# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante  
Executive Director

May 28, 2024

Laurie Waters  
Associate Deputy Director  
California Transportation Commission  
1120 N Street MS 52  
Sacramento, CA 95814

RE: Letter of Support for the Big Pine Paiute Tribe's Active Transportation Program Cycle 7 application

Dear Ms. Waters,

On behalf of the Inyo County Local Transportation Commission, I would like to offer this letter of support for the Big Pine Paiute Tribe of the Owens Valley's Cycle 7 Active Transportation Program application for funding the creation of a comprehensive Active Transportation Plan on the Big Pine Paiute Indian Reservation.

The Plan will develop pedestrian and bicyclist accessibility and safety/road improvement recommendations in the areas surrounding the Reservation and greater unincorporated town of Big Pine including Big Pine Schools. The Inyo County Local Transportation Commission (ICLTC) looks forward to partnering in writing the plan and coordinating with Inyo County Public Works and Road Departments, to analyze and recommend safety and accessibility improvements that will encourage active transportation on county and BIA roads. The Plan will incorporate walking/bicycle trails and pathways that include sidewalks where currently none exist. The development of the Plan will result in a guide to the implementation of future projects that not only reduce vehicle miles traveled and greenhouse gas emissions but will provide safe and accessible mobility options for the Big Pine Paiute tribal residents, the Big Pine community and safer walking and rolling opportunities for students.

The plan in this application will help students with safe walkways or bike paths to travel to school daily. The town's school and businesses are located on US Highway 395, and while they are within walking or biking distance for most tribal residents, the lack of adequate sidewalks, safe crossings and access pose a significant obstacle for tribal residents' ability to travel to these places. The Big Pine Active Transportation Project seeks to develop a comprehensive plan to address these obstacles. The plan will outline a variety of infrastructure improvements including installing sidewalks, ADA compliant curb ramps, bicycle lanes, adding pedestrian and bicycle crossings, improving lighting on side streets, and using a newly established all-electric shuttle

service for high-use routes. The expected benefits of these improvements are: 1) increased walking and biking by reservation and town residents due to greater safety and ease of access, 2) increased mobility and safety for those already engaging in Active Transportation, 3) enhanced community health due to increased physical activity, 4) a step forward for economic justice by improving conditions for everyday life in a marginalized community, and 5) benefits for the larger community due to improvements in public safety, health, community engagement, and environmental concerns.

We look forward to seeing this plan's full implementation and the benefits that it will provide to the town of Big Pine and the Big Pine Paiute Reservation. I would like to thank you in advance for your consideration of this much needed project plan. Should you have any questions, please do not hesitate to contact me at 760-878-0201.

Sincerely,

Michael Errante  
Executive Director  
Inyo County Local Transportation Commission

Cc: Big Pine Paiute Tribal Administrator  
Inyo County Local Transportation Commission

# Action Item No. 2

Resolution No. 2024-03  
Local Transportation Funds





# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

P.O. DRAWER Q INDEPENDENCE, CA 93526



Michael Errante Executive Director

PHONE: (760) 878-0201

FAX: (760) 878-2001

## S T A F F   R E P O R T

**MEETING:** June 19, 2024

**PREPARED BY:** Justine Kokx, Transportation Planner

**SUBJECT:** Fiscal Year 2024-2025 Transportation Development Act (TDA)  
Apportionment and Allocations of Local Transportation Funds

### **Recommendation**

Adopt Resolution No. 2024-03 apportioning and allocating Local Transportation Funds (LTF) for Fiscal Year 2024-2025.

### **Background**

This report gives an overview of the combined TDA allocation resolution to be considered by your Commission at this meeting for Fiscal Year 2024-2025. TDA funds are derived from a ¼% of the California Sales Tax in Inyo County. The table on the next page summarizes the amount of TDA funds received by the Inyo County LTC and how those funds have been allocated in the last sixteen budget cycles. Section 4A of the Inyo County LTC Organization and Procedures Manual sets forth the procedures for allocation of TDA funds in the upcoming fiscal year.

The ICLTC shall make allocations from the TDA Fund annually in accordance with the following priorities:

1. To the ICLTC, such sums as are necessary to meet its expenses in the performance of the administrative duties assigned under the Act.
2. Thereafter, up to two percent (2%) of the remaining available funds county-wide may be set aside to be allocated for pedestrian and bicycle facilities anywhere in the County.
3. Thereafter, up to five percent (5%) of the remaining funds may be set aside to be allocated under Article 4.5 of the Act for “community transit services, including such services for those, such as the disabled, who cannot use conventional transit services.” Claims may be filed under Article 4.5 of the Transportation Development Act.
4. Thereafter, to operators of public transportation systems, such monies as are approved by the ICLTC for claims presented pursuant to Article 4 Section 99260 of the P.U.C. Code;

and to applicants contracting for public transportation services in accordance with Article 8 Section 99400(c).

5. Thereafter, to the County of Inyo and the City of Bishop such monies (up to and including the apportionment allowed based on the latest department of Finance figures) approved by the ICLTC for claims presented pursuant to Article 8, Section 99400(a) involving projects for local streets and roads including facilities provide for exclusive use by pedestrians and bicyclists.

**Estimate**

In accordance with the above, the LTC is responsible for the apportionment and allocation of TDA funds. LTC staff notified Eastern Sierra Transit Authority (ESTA) of estimated TDA funds available for allocation in the 2024-2025 Fiscal Year. The estimate is a rolling ten-year average, as supplied by the Inyo County Auditor, of the amount of TDA funds received in the past. The resulting FY 2024-2025 estimate is \$971,690, 3.3% higher than last year's. Staff recommends that you allocate the full estimated amount.

**History**

Fiscal Year	Over / Under	Amount Received from State	ESTA Operating Expense <sup>1</sup>	ESAAA Operating Expenses	Bicycle and Pedestrian	Admin. & Audits	Total Allocations
09-10	-65,502	\$745,137	\$718,567	\$40,532	\$16,328	\$35,212	\$810,639
10-11	+10,094	\$808,953	\$716,689	\$37,762	\$15,413	\$28,212	\$798,859
11-12	+76,257	\$832,507	\$677,803	\$35,674	\$14,561	\$28,212	\$756,250
12-13	+70,846	\$868,134	\$705,770	\$37,145	\$15,161	\$39,212	\$797,288
13-14	-85,170	\$763,558	\$753,660	\$39,666	\$16,190	\$39,212	\$848,728
14-15	-4,446	\$850,948	\$770,108	\$40,531	\$16,543	\$28,212	\$855,394
15-16	+60,722	\$881,963	\$720,622	\$37,927	\$15,480	\$47,212	\$821,241
16-17	-2,658	\$846,572	\$748, 582	\$39,399	\$16,060	\$46,189	\$849,230
17-18	+103,290	\$943,519	\$743,855	\$39,150	\$15,979	\$41,245	\$840,229
18-19	+84,962	\$988,844	\$782,785	\$41,199	\$16,816	\$63,078	\$903,882
19-20	+111,738	\$958,545	\$746,836	\$39,307	\$16,043	\$44,621	\$846,807
20-21	+291,013	\$986,804	\$576,866	\$30,361	\$12,392	\$76,171	\$695,791
21-22	+444,452	\$1,314,191	\$760,447	\$0	\$15,519	\$93,773	\$869,739
21-22	30%	Reserve Dist.	\$336,327	\$0	\$6,864	\$38,132	\$381,323
22-23	+289,809	\$1,181,949	\$741,005	\$0	\$15,123	\$136,012	\$892,140
22-23	30%	Reserve Dist.	\$342,458	\$0	\$6,989	\$38,827	\$388,274
23-24	Estimate	\$940,308	\$822,689	\$0	\$16,790	\$100,829	\$940,308
<b>24-25</b>	<b>Estimate</b>	<b>\$971,690</b>	<b>\$850,169</b>	<b>\$0</b>	<b>\$17,350</b>	<b>\$104,171</b>	<b>\$971,690</b>

The Inyo County LTC is required to apportion TDA funds to the County and City in accordance with the TDA Guidelines. ESTA provides transit services to 100% of the City and of the County so the apportionment is more of a formal exercise than a practical one. Resolution No. 2024-03 will memorialize the apportionment shown below.

### **Allocation**

The following allocations are set forth as part of Resolutions No. 2024-03.

**Administrative Allocation** - The cost amount programmed for TDA Administration is 10% or \$97,169.

**Audits** –. The fiscal audit is budgeted at \$7,002.

**Bicycle and Pedestrian Facilities Allocation** - Two percent of the remaining amount is \$17,350. These funds will be set aside for bicycle and pedestrian facilities. To use these funds, the County and/or City will then need to gain approval from the LTC on a project-specific basis.

**Community Transit Services Allocation** - Article 4.5 of the TDA. There are currently no Community transit agencies expressing interest in TDA funding.

**ESTA Public Transit Service Allocation** - ESTA is an eligible public transit provider to receive funding under Article 4, Section 99260(a) of the TDA. The remaining TDA funds are eligible to be allocated for public transit services. The entire amount of \$850,169 is proposed for allocation to ESTA. The ESTA allocation request includes a preliminary budget for the upcoming fiscal year.

### **Evaluation of Allocation Requests**

#### **ESTA**

- A. ESTA is eligible to receive Article 4 TDA claim funds in Inyo County as a public transit operator. This was confirmed in the completion of the Triennial Performance Audit of ESTA.
- B. The ESTA claim is in compliance with the Inyo County LTC Regional Transportation Plan. The RTP generally describes the transit services available in Inyo County. The RTP also includes goals and policies generally in support of public transit.
- C. ESTA completes an annual fiscal audit of Transportation Development Act funds and provides this information to the Inyo County LTC.
- D. ESTA provides 100% of the public transit services in both the City of Bishop and Inyo County.
- E. The CHP has completed a terminal inspection of the ESTA headquarters within the last 13 months, as required.
- F. ESTA has specified that the funds are being used for purposes set forth in Article 4, Section 99262 of the Transportation Development Act (TDA). This portion of the TDA sets out the general uses for funds claimed under the TDA. The ESTA claim form complies with this general requirement.

### **Potential Productivity Improvements**

Under PUC Section 99244, the ICLTC is required to annually identify, analyze, and recommend potential productivity improvements which could lower the operating costs of those operators who operate at least 50 percent of their vehicle service miles within the area under its jurisdiction. At a minimum, the recommendations for improvements and productivity are to include, but not be limited to, those recommendations related to productivity made in the triennial performance audit of the transit operator.

Triennial performance audit findings are now included in the TDA Claim form as a “Prior Performance Audit Worksheet.” The FY2019-2020 through FY2021-2022 draft triennial performance audit of ESTA revealed no audit findings, only two functional recommendations, which are suggestions to improve operations. In it, ESTA staff indicates they are either in the process of responding to functional recommendations or have determined the implementation measure to meet it is cost prohibitive. Furthermore, ESTA’s draft performance audit verified compliance with the five performance indicators, which are, Operating Cost/Passenger, • Operating Cost/Vehicle Service Hour, • Passengers/Vehicle Service Hour, • Passengers/Vehicle Service Mile, and Vehicle Service Hours/Employee. Farebox revenue of greater than 10% was also demonstrated. Staff concurs that ESTA meets the requirements for this component of the claim.

#### Attachments:

- Resolution No. 2024-03 apportioning and allocating TDA revenues to ESTA
- ESTA Claim Forms

**APPENDIX B**

**Forms – Request for Allocation of Funds**

Amended September 28, 2022

## CLAIM FOR TDA FUNDS

**TO:** Inyo County Local Transportation Commission  
Attention: Executive Director  
PO Drawer Q  
Independence, CA 93526

REQUEST FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT (TDA)  
FUNDS FOR TRANSIT RELATED PURPOSES - FISCAL YEAR 2024-25

1. THIS REQUEST IS FOR AN ALLOCATION OF:  
  
\$ 850,169 LOCAL TRANSPORTATION FUNDS  
  
\$ 225,961 STATE TRANSIT ASSISTANCE FUNDS
  
2. NAME OF CLAIMANT: Eastern Sierra Transit Authority  
  
NAME AND TITLE OF  
CONTACT PERSON: Phil Moores  
  
ADDRESS: 565 Airport Road, Bishop, CA 93514
  
3. THE ABOVE CLAIMANT DECLARES THE FOLLOWING:
  - A. That we are eligible to receive TDA funds.
  - B. That the proposed expenditures are in conformity with the latest Regional Transportation Plan adopted by the ICLTC and the rules and regulations as set forth in the latest update of the TDA.
  - C. That we have (or will) submitted to a fiscal audit of any TDA funds received during the past fiscal year.
  - D. That we are eligible to receive 100% of the total Inyo County TDA allocation based on the current population split between the County and City of Bishop as estimated by the latest State Department of Finance figures.

E. That we received a satisfactory terminal inspection from the California Highway Patrol within the past 13 months, which evidences are compliance with Section 1808.1 of California Vehicle Code.

F. That these funds will be used for purposed as specified in Article 4, Section 99260 of the TDA as follows:

4. THE AMOUNTS REQUESTED FOR THE UPCOMING FISCAL YEAR ARE:

	<u>LTF</u>	<u>STA</u>
1 <sup>ST</sup> Quarter	\$ 212,542	\$56,490.25
2 <sup>nd</sup> Quarter	\$ 212,542	\$56,490.25
3 <sup>rd</sup> Quarter	\$ 212,542	\$56,490.25
4 <sup>th</sup> Quarter	\$ 212,542	\$56,490.25
<b>TOTAL</b>	\$ 850,169	\$225,961

Signed:



Title: Executive Director

Date: April 15, 2024

**TO:** Inyo County Local Transportation Commission  
Attention: Executive Director  
PO Drawer Q  
Independence, Ca 93526

REQUEST FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT (TDA) FUNDS  
FOR TRANSIT-RELATED PURPOSES FISCAL YEAR 24-25

1. THIS REQUEST IS FOR AN ALLOCATION OF:  LOCAL TRANSPORTATION  
FUNDS

STATE TRANSIT  
ASSISTANCE FUNDS

2. NAME OF TRANSIT SERVICE: Eastern Sierra Transit Authority

NAME OF CONTACT PERSON: Phil Moores

ADDRESS: 565 Airport Rd

TELEPHONE #: 760-872-1901 ext. 12

3. THE ABOVE CLAIMANT IS QUALIFIED TO RECEIVE FUNDS UNDER  
ARTICLE 4, SECTION 99260 OF THE TRANSPORTATION DEVELOPMENT ACT.

HAS THE ABOVE CLAIMANT RECEIVED ANY TDA FUNDS DURING THE PAST  
FISCAL YEAR?  YES  NO

**THE ABOVE CLAIMANT MADE A REASONABLE EFFORT TO IMPLEMENT  
RECOMMENDATIONS MADE BY THE ICLTC. (  YES  NO**

ICLTC Staff completed this box. Initials JK

ARE THE PROPOSED EXPENDITURES IN CONFORMITY WITH THE INYO COUNTY  
REGIONAL TRANSPORTATION PLAN?  YES  NO

4. AMOUNT REQUESTED FOR THE UPCOMING FISCAL YEAR (OR YEARS):

DIRECT ALLOCATION: \$1,076,130

RESERVE FUNDS: \_\_\_\_\_

OTHER: \_\_\_\_\_

5. THESE FUNDS WILL BE USED FOR PURPOSES AS SPECIFIED IN  
ARTICLE 4, SECTION 99260 AS FOLLOWS: **FIXED ROUTE AND ON-DEMAND  
SERVICES.**



6. PROJECTED REVENUES AND EXPENDITURES:

	Revenue		Expenditures		
	Fares	Other	Operations	Maintenance	Capital
Prior FY	\$2,165,759	\$4,819,781	\$5,156,613	\$816,081	\$698,805
Pending FY	\$2,052,269	\$4,971,355	\$6,138,411	\$696,120	\$1,723,401

7. EFFICIENCY STANDARDS REQUIRED UNDER SECTION 99314.6 (A) AND (B) OF THE PUBLIC UTILITIES CODE WERE VERIFIED PRIOR TO THE ALLOCATION OF STA FUNDS. USE SMALLEST PERCENTAGE OF EITHER (A) OR (B) STANDARDS IF FUNDS MUST BE RESTRICTED FOR CAPITAL PURPOSES. USE OPERATOR'S STA QUALIFYING CRITERIA WORKSHEET \*\* The lesser 3-year standard is 5.31%. Therefore, 5.31 % of the STA funds are capital restricted.
8. IF OPERATING BUDGET SHOWS AN INCREASE OVER PRECEDING YEAR, PLEASE IDENTIFY INCREASES: [WAGE AND PENSION INCREASES](#)
9. IF THERE IS A SUBSTANTIAL INCREASE OR DECREASE IN SCOPE OF OPERATION SINCE PRECEDING YEAR, PLEASE IDENTIFY; [N/A](#)
10. IF THERE IS A SUBSTANTIAL INCREASE OR DECREASE IN CAPITAL BUDGET PROVISIONS SINCE PRECEDING YEAR, PLEASE IDENTIFY: [N/A](#)
11. PLEASE DESCRIBE THE SERVICE YOU PROVIDE INCLUDING ROUTES, METHOD OF OPERATION, CUSTOMERS, NUMBER OF PATRONS SERVED ETC.:

Planned ESTA Services May 2024 through October 2024											
Route	Type	Days of Week							Hours	Service Period	Description
		S	M	T	W	T	F	S			
Walker DAR	DAR		X	X		X	X		8am-4:30pm	year-round	1 bus, Carson Wed., Mammoth Tue.
Bridgeport - Carson	LL				X				11am-6:30pm	year-round	1 roundtrip on Wednesday
Walker to Mammoth	LL			X					8am-5pm	Tuesdays	Operated by Walker DAR driver. Res. Only
Mammoth DAR	Par		X	X	X	X	X		8am-5pm	year-round	Provides ADA paratransit backup
Purple Line	Cor	X	X	X	X	X	X	X	7am-6pm	year-round	1 bus with 30-minute headways
Teal Line	Cor	X	X	X	X	X	X	X	7am-6pm	year-round	1 bus with 30-minute headways
Mammoth Winter Trolley	Cor	X	X	X	X	X	X	X	5:40p-2am	Through April 21	2 buses with 30-minutes service till 2am
Mammoth Shoulder Season Trolley	Cor	X	X	X	X	X	X	X	7am-10pm	mid-April to mid-June Labor Day till Nov.	2 buses with 30-minutes service till 2am 3 buses with 30-minutes service until 10pm. Reduced till 2am
Mammoth Summer Trolley	Cor	X	X	X	X	X	X	X	7am-2am	May 26-Nov 16	2 buses with 30-minutes service, 3 on Sat. Reduced till 2am
Mammoth Lakes Basin Trolley	Cor	X	X	X	X	X	X	X	8am-6pm	June 16-Labor Day after Labor Day till Oct. 1	1 bus with 60-minute service and 2 on Sat. 3 buses with 20-minute service As many as 6 buses on busy days
Red Line	Cor	X	X	X	X	X	X	X	7am-5:30pm	Thru April	1 bus with 15-minute service
Blue Line	Cor	X	X	X	X	X	X	X	7am-5:20pm	Thru April	1 bus with 15-minute service
Green Line	Cor	X	X	X	X	X	X	X	7:30am-5:30pm	Thru April	1 bus with 15-minute service
Yellow Line	Cor	X	X	X	X	X	X	X	7:30am-5:30pm	Thru April	1 bus with 20-minute service
Mammoth Express	Com	X	X	X	X	X	X	X	see schedule	year-round	8 trips weekday, 2 weekend
395 Reno	Cor	X	X	X	X	X	X	X	see schedule	year-round	1 roundtrip daily
395 Lancaster	Cor		X	X	X	X	X	X	see schedule	year-round	1 roundtrip daily
Benton - Bishop	LL			X			X		8:30am leave 2:30pm return	year-round	1 roundtrip daily, 2 days per week
Bishop DAR	DAR	X	X	X	X	X	X	X	7am-6:30pm (M-F) 8:30am-6pm (Sat) 8am-1pm (Sun)	year-round	Door-to-door service in Bishop
Nite Rider	DAR						X	X	6pm-2am	year-round	Friday and Saturday nights (and New Years Eve & Tri-county Fair Sunday)
Lone Pine - Bishop	Com	X	X	X	X	X	X	X	see schedule	year-round	6 trips weekdays, 2 weekends
Lone Pine DAR	DAR		X	X	X	X	X	X	7:30am-3:30pm	year-round	1 bus - door-to-door service
Reds Meadow Shuttle	Cor	X					X	X	7am-7pm	July 4-Labor Day	6-11 buses with 20-minute service

Legend: Cor=Core, Chr=Charter, DAR=Dial-a-Ride, Par=Paratransit Required, MD=Market Development, LL=Lifeline, Com=Commuter

12. ATTACH A COPY OF PROPOSED BUDGET FOR PENDING FISCAL YEAR. [ATTACHED](#)

13. ATTACH COPIES OF ANY CONTRACTS UPON WHICH PROVISIONS OF YOUR SERVICE DEPENDS. THE TOWN OF MAMMOTH LAKES & MAMMOTH MOUNTAIN RESORT CONTRACTS ATTACHED

14. ADDITIONAL COMMENTS: NONE

\* Attach additional sheets as necessary.

\*\* ICLTC staff to provide "Operator's STA Qualifying Criteria Worksheet.xlsx" to operator annually as a part of the TDA allocation notification process.

Signed:



Title:

Executive Director

Date:

April 15, 2024

# CLAIM FOR TDA FUNDS

## Prior Performance Audit Worksheet

**TO:** Inyo County Local Transportation Commission  
 Attention: Executive Director  
 PO Drawer Q  
 Independence, CA 93526

REQUEST FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT (TDA)  
 FUNDS FOR TRANSIT RELATED PURPOSES - FISCAL YEAR 24-25

Note that this worksheet is only required to be completed by claimants for public transit services under Article 4 of the Public Utilities Code.

Each recommendation from the latest performance audit	Action(s) taken to date to address the recommendation	Conclusion
Develop a Marketing Plan	We received a quote for a marketing plan. \$4,000	Good idea, but more than we need to spend on this right now.
Have a better system for distributing and maintaining brochure locations	We are developing a location list to make sure we know where the brochures are located, and when they were last stocked.	
There were no findings in the latest performance audit. The above were recommendations only.		

**Operator's STA Qualifying Criteria (99314.6) - Worksheet**

**FY 2024/25**

FISCAL YEAR (Audited Data)	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
A. Operating Cost	\$5,218,120	\$5,118,141	\$4,762,338	\$5,972,694
B. Operating Cost Exclusions: (Depreciation already excluded)	\$456,544.00	\$472,053		
C. Adjusted Operating Cost (A-B)	\$4,761,576	\$4,646,088	\$4,762,338	\$5,972,694
D. Revenue Vehicle Hours (RVH)	52,466	49,069	52,095	50,284
E. RVH Exclusions: (add sheets if required)				
F. Adjusted RHV (D-E)	52,466	49,069	52,095	50,284
G. Operating Cost per RVH (C/F)	\$90.76	\$94.68	\$91.42	\$118.78
I. Operating Cost per RVH	\$90.76	\$94.68	\$91.42	\$118.78
	W	X	Y	Z
H. % Change in CPI				6.33%
% Change in CPI 3 prior years (change in annual CPI between first year of first fiscal year and last year of last fiscal year)	5.31%			

[https://data.bls.gov/pdq/SurveyOutputServlet?data\\_tool=dropmap&series\\_id=CUUR0400SA0, CUUS0400SA0](https://data.bls.gov/pdq/SurveyOutputServlet?data_tool=dropmap&series_id=CUUR0400SA0, CUUS0400SA0)

Use average of half-year data for fiscal year

**Enter CPI Data**

FY 22-23	318.197		
FY 21-22	299.252		
Change	18.9445		
%	6.33%		
20-21	279.412	19-20	272.959
21-22	299.252	20-21	279.412
22-23	318.197	21-22	299.252
Average	298.953	Average	283.874
Change	15.079		
%	5.31% <=== Capital Restricted		

**Efficiency Standard 1:**

Z must be less than or equal to (Y)\*(CPI%) [CPI% = average percentage change in the CPI%]

Z =	\$118.78	Difference:	\$21.58	<= must be negative to qualify
Y =	\$91.42	Percentage:	22.20%	<= must be negative to qualify
[Y + Y * (CPI)] =	\$97.20			

**Efficiency Standard 2:**

[(X + Y + Z) / 3] must be less than or equal to [(W + X + Y)/3] (3-year CPI%)

[(X + Y + Z) / 3] =	\$101.63	Difference:	\$4.44	<= must be negative to qualify
[(W + X + Y) / 3] =	\$97.19	Percentage:	4.57%	<= must be negative to qualify
[(W + X + Y) / 3] + [(W + X + Y) / 3]*CPI =	\$97.19			

**For RTPA Use Only**

Operator qualifies under:	Yes	No
Standard 1:		X
Standard 2:		X

**STAFF REPORT**

Subject: Preliminary FY24/25 Budget

Presented By: Phil Moores, Executive Director

**BACKGROUND:**

ESTA’s Joint Powers Agreement (JPA) states that each year, the Authority shall prepare and submit to the Board of Directors a proposed budget for the upcoming fiscal year.

**ANALYSIS/DISCUSSION:**

A preliminary budget for FY24/25 is being presented to the Board to provide opening information and it is intended to provide a general financial overview of the upcoming year and to solicit direction from the Board prior to finalization.

The preliminary budget anticipates service levels that are slightly higher than last year by around 5,000 service hours. This expansion is described in the Summer Service Review report under another item in this meeting agenda. A summary of preliminary revenues and expenses by major category is detailed in the tables below.

State and Federal Grant Revenues	23-24 Estimate	24-25 Estimate	Variance
LTF	\$1,692,903	\$1,852,365	\$159,462
STA	\$617,902	\$614,147	-\$3,755
Interest from Treasury	\$20,000	\$25,000	\$5,000
State Grants Other	\$163,000	\$172,651	\$9,651
Federal Grants	\$1,303,408	\$1,520,000	\$216,592
Other Agencies	\$1,022,854	\$1,184,165	\$161,311
Fares & Fees	\$2,052,269	\$1,856,254	-\$196,015
Miscellaneous	\$28,000	\$55,000	\$27,000
Total	\$6,900,336	\$7,279,582	\$379,246

Operating Expense Categories	23-24 Estimate	24-25 Estimate	Variance
Salaries & Benefits	\$3,359,388	\$3,695,327	\$335,939
Insurance	\$395,470	\$410,235	\$14,765
Maintenance	\$725,000	\$735,221	\$10,221
Fuel	\$842,338	\$750,256	-\$92,082
Facilities	\$229,540	\$229,352	-\$188
Services	\$250,948	\$236,520	-\$14,428
All Other	\$1,156,288	\$1,056,258	-\$100,030
Capital Replacement	\$145,780	\$145,252	-\$528
Total	\$7,104,752	\$7,258,421	\$153,669

**FINANCIAL CONSIDERATIONS**

A budget for the FY24/25 fiscal year is required to operate ESTA's services. The preliminary budget presented at this time is an estimate of the revenues and expenditures now known or anticipated. Further financial and operational information will be developed in the next few months prior to the anticipated final budget to be presented for the Board's consideration at the June 13<sup>th</sup> Board meeting.

**RECOMMENDATION (Information Only)**

This preliminary budget is presented for the Board's information, in compliance with the ESTA Joint Powers Agreement, and to receive any desired input from the Board as the FY24/25 budget is finalized.

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

SAFETY COMPLIANCE REPORT/
TERMINAL RECORD UPDATE

CHP 343 (Rev. 12-17) OPI 062

NEW TERMINAL INFORMATION
CA NUMBER 352394
FILE CODE NUMBER 308618
COUNTY CODE 14
TERMINAL TYPE
Truck [ ] Bus [x] Mod Limo [ ]
CODE B
OTHER PROGRAM(S) G
LOCATION CODE 825
SUBAREA 0001

CARRIER LEGAL NAME
EASTERN SIERRA TRANSPORTATION AUTH
TERMINAL NAME (IF DIFFERENT)
TELEPHONE NUMBER (W/ AREA CODE)
(760) 872-1901

TERMINAL STREET ADDRESS (NUMBER, STREET, CITY, ZIP CODE)
703 Airport Rd. Bishop, CA 93514

MAILING ADDRESS (NUMBER, STREET, CITY, ZIP CODE) (IF DIFFERENT FROM ABOVE)
P O Box 1357 Bishop, CA 93515
INSPECTION LOCATION (NUMBER, STREET, CITY OR COUNTY)
SAME

LICENSE, FLEET AND TERMINAL INFORMATION

HM LIC. NO. HWT REG. NO. IMS LIC. NO. TRUCKS AND TYPES TRAILERS AND TYPES PASS VEHs BY TYPE
I 21 II Mod Limo 19
EXP. DATE EXP. DATE EXP. DATE REG. CT. HW VEH. HW CONT. PPB/CSAT
[x] Yes [ ] No [ ] N/A

TERMINALS IDENTIFIED IN SECTION 34515(b) CVC
[ ] Yes [x] No
FILE CODE NUMBERS OF TERMINALS INCLUDED IN INSPECTION AS A RESULT OF SECTION 34515(b) CVC

EMERGENCY CONTACTS (In Calling Order of Preference)

EMERGENCY CONTACT (NAME) DAY TELEPHONE NO. (W/ AREA CODE) NIGHT TELEPHONE NO. (W/ AREA CODE)
JOE WARTA (760) 872-1901 (760) 920-1596
PHIL MOORES (760) 872-1901

ESTIMATED CALIFORNIA MILEAGE FOR THIS TERMINAL FOR LAST YEAR [ 2022 ]

A UNDER 15,000 B 15,001 - 50,000 C 50,001 - 100,000 D 100,001 - 500,000 E 500,001 - 1,000,000 F 1,000,001 - 2,000,000 G 2,000,001 - 5,000,000 H 5,000,001 - 10,000,000 I MORE THAN 10,000,000
[x] D

OPERATING AUTHORITIES OR PERMITS

PUC [ ] T [ ] TCP [ ] PSC [ ] MOTOR CARRIER OF PROPERTY PERMIT ACTIVE [ ] Yes [ ] No [x] N/A
USDOT 1891175 [ ] MC [ ] MX [ ] MC [ ] MX REASON FOR INSPECTION BUS ANNUAL
IMS FITNESS EVALUATION [ ] Yes [x] No

INSPECTION FINDINGS MAINTENANCE RATINGS: S = Satisfactory U = Unsatisfactory C = Conditional UR = Unrated N/A = Not Applicable

Table with columns: REQUIREMENTS, VIOL, MAINTENANCE PROGRAM, DRIVER RECORDS, REG. EQUIPMENT, HAZARDOUS MATERIALS, TERMINAL. Includes rows for Maintenance Program, Driver Records, Driver Hours, Brakes, Lamps & Signals, Connecting Devices, Steering & Suspension, Tires & Wheels, Equipment Requirements, Containers & Tanks, Hazardous Materials.

SEE ATTACHED PAGES FOR INSPECTION FINDINGS AND RATING STATEMENT.

INSPECTION TYPE NON-BIT CPSS CHP 345 CHP 100D COL. INSPECTION DATE(S) TIME IN TIME OUT
[ ] I [ ] R [ ] Yes [x] No [ ] 11/15,16/2023 07:00 14:00
INSPECTED BY (NAME(S)) O. Lugo ID NUMBER(S) A15949 SUSPENSE DATE [x] Auto [ ] None

MOTOR CARRIER CERTIFICATION

I hereby certify that all violations described hereon and recorded on the attached pages (2 through 12), will be corrected in accordance with applicable provisions of the California Vehicle Code and the California Code of Regulations. I understand that I may request a review of an unsatisfactory rating by contacting the Motor Carrier Safety Unit Supervisor at (909) 806-2414 within 5 business days of the rating.

CURRENT TERMINAL RATING SATISFACTORY
CARRIER REPRESENTATIVE'S SIGNATURE JARETT SHYDKA
DATE 11/16/2023
CARRIER REPRESENTATIVE'S PRINTED NAME JARETT SHYDKA
TITLE SUPERVISOR
DRIVER LICENSE NUMBER STATE

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

**SAFETY COMPLIANCE REPORT/  
TERMINAL RECORD UPDATE**

CHP 343 (Rev. 12-17) OPI 062

NEW TERMINAL INFORMATION	CA NUMBER	FILE CODE NUMBER	COUNTY CODE	BED
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	352394	310683	14	
TERMINAL TYPE	CODE	OTHER PROGRAM(S)	LOCATION CODE	SUBAREA
<input type="checkbox"/> Truck <input checked="" type="checkbox"/> Bus <input type="checkbox"/> Mod Limo	G	B	825	0001

CARRIER LEGAL NAME

EASTERN SIERRA TRANSPORTATION AUTH

TERMINAL NAME (IF DIFFERENT)

TELEPHONE NUMBER (W/ AREA CODE)  
(760) 872-1901

TERMINAL STREET ADDRESS (NUMBER, STREET, CITY, ZIP CODE)

1900 S MAIN ST LONE PINE, CA 93545

MAILING ADDRESS (NUMBER, STREET, CITY, ZIP CODE) (IF DIFFERENT FROM ABOVE)

P O Box 1357 Bishop, CA 93515

INSPECTION LOCATION (NUMBER, STREET, CITY OR COUNTY)  
SAME

**LICENSE, FLEET AND TERMINAL INFORMATION**

H.M.L.C. NO.	HWT REG. NO.	IMS LIC. NO.	TRUCKS AND TYPES	TRAILERS AND TYPES	PASS VEHs BY TYPE	DRIVERS	BIT FLEET SIZE
					I 2 II	5	Powered
EXP. DATE	EXP. DATE	EXP. DATE	REG. CT.	HWVEH	HW/CONT.	PPB/CSAT	Towed
						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	

TERMINALS IDENTIFIED IN SECTION 34515(b) CVC FILE CODE NUMBERS OF TERMINALS INCLUDED IN INSPECTION AS A RESULT OF SECTION 34515(b) CVC

Yes  No

**EMERGENCY CONTACTS (In Calling Order of Preference)**

EMERGENCY CONTACT (NAME)	DAY TELEPHONE NO. (W/ AREA CODE)	NIGHT TELEPHONE NO. (W/ AREA CODE)
JARETT CHYTKA	(760) 872-1901	(808) 482-0967
EMERGENCY CONTACT (NAME)	DAY TELEPHONE NO. (W/ AREA CODE)	NIGHT TELEPHONE NO. (W/ AREA CODE)
CARLA WISHLER	(760) 872-1901	(760) 614-0030

ESTIMATED CALIFORNIA MILEAGE FOR THIS TERMINAL FOR LAST YEAR | 2022 | 1

A UNDER 15,000	B 15,001 - 50,000	C 50,001 - 100,000	D 100,001 - 500,000	E 500,001 - 1,000,000	F 1,000,001 - 2,000,000	G 2,000,001 - 5,000,000	H 5,000,001 - 10,000,000	I MORE THAN 10,000,000
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OPERATING AUTHORITIES OR PERMITS**

PUC	<input type="checkbox"/> T	<input type="checkbox"/> TCP	<input type="checkbox"/> MC	<input type="checkbox"/> MX	MOTOR CARRIER OF PROPERTY PERMIT ACTIVE	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	REASON FOR INSPECTION	IMS FITNESS EVALUATION	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
USDOT	USDOT NUMBER 1891175	<input type="checkbox"/> MC	<input type="checkbox"/> PSC	<input type="checkbox"/> MX			BUS ANNUAL		

INSPECTION FINDINGS	VIOL	INSPECTION RATINGS: S = Satisfactory U = Unsatisfactory C = Conditional UR = Unrated N/A = Not Applicable	HAZARDOUS MATERIALS	TERMINAL
MAINTENANCE PROGRAM				
DRIVER RECORDS	1 S 2 S 3 S 4 S	1 S 2 S 3 S 4 S	1 N/A 2 N/A 3 N/A 4 N/A	1 S 2 S 3 S 4 S
DRIVER HOURS	No. 2 Time 1.0	No. 5 Time 2.0	No. 2 Time 1.5	TOTAL TIME 4.5
HAZARDOUS MATERIALS	<input checked="" type="checkbox"/> No H/M Transported <input type="checkbox"/> No H/M violations noted			
REMARKS	See attached pages for inspection findings and rating statement.			

INSPECTION TYPE	NON-BIT	CPSS	CHP 345	CHP 1000 COL.	INSPECTION DATE(S)	TIME IN	TIME OUT
<input checked="" type="checkbox"/> I <input type="checkbox"/> R	<input type="checkbox"/>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>		7/22&25/2023	12:00	18:00
INSPECTED BY (NAME(S))	O. LUIGO						
MOTOR CARRIER CERTIFICATION					ID NUMBER(S)	A15949	
					SUSPENSE DATE	<input checked="" type="checkbox"/> Auto <input type="checkbox"/> None	

I hereby certify that all violations described hereon and recorded on the attached pages (2 through 8 ), will be corrected in accordance with applicable provisions of the California Vehicle Code and the California Code of Regulations. I understand that I may request a review of an unsatisfactory rating by contacting the Motor Carrier Safety Unit Supervisor at (909) 806-2411 within 5 business days of the rating.

CURRENT TERMINAL RATING	SATISFACTORY	CARRIER REPRESENTATIVE'S SIGNATURE	DATE
			07/25/2023
CARRIER REPRESENTATIVE'S PRINTED NAME	JARETT CHYTKA	TITLE	DRIVER LICENSE NUMBER
		Operations Supervisor	
			STATE



**AGREEMENT FOR THE PROVISION OF TRANSIT AND RELATED  
SERVICES**

**by and between**

**TOWN OF MAMMOTH LAKES**

**and**

**EASTERN SIERRA TRANSIT AUTHORITY**

**January 31, 2022**

# TABLE OF CONTENTS

Section 1:	Effective Date .....	4
Section 2:	Commencement and Duration .....	4
Section 3:	Transit Services Provided by ESTA to TOWN .....	4
Section 4:	Maintenance Requirements for ESTA Managed Buses .....	8
Section 5:	Use of TOWN Fueling Facilities by ESTA .....	9
Section 6:	Use of TOWN buses, vehicles and equipment by ESTA.....	10
Section 7:	Administration of Agreement .....	10
Section 8:	Permits to Operate .....	11
Section 9:	Notice of Deficiencies .....	11
Section 10:	Force Majeure .....	11
Section 11:	No Conflicting Uses .....	11
Section 12:	Notice.....	12
Section 13:	Not an Agreement of Employment.....	12
Section 14:	Precedence of Agreement Documents .....	12
Section 15:	Continuity .....	12
Section 16:	Assignment (ESTA).....	12
Section 17:	Indemnification and Insurance Requirements.....	13
Section 18:	Successors.....	14
Section 19:	Counterparts.....	14
Section 20:	Governing Law .....	14
Section 21:	Compliance with Laws .....	14
Section 22:	Termination .....	14
Section 23:	TOWN's Remedies on Breach and Waiver.....	15
Section 24:	Additional Terms .....	15
Section 25:	Records .....	15
Signature Page		16
Attachment A:	Billing Rates .....	17
Attachment B:	Services.....	18
Attachment C:	Additional Service .....	19
Attachment D:	Town Vehicles .....	20
Attachment E:	ESTA use of Town Vehicles .....	21

**AN AGREEMENT BETWEEN THE TOWN OF MAMMOTH LAKES  
AND THE EASTERN SIERRA TRANSIT AUTHORITY FOR THE PROVISION OF TRANSIT  
AND RELATED SERVICES**

THIS Agreement, is made and entered into this 31st day of January, 2022, by and between the Town of Mammoth Lakes (hereinafter "TOWN"), a municipal corporation, and The Eastern Sierra Transit Authority (hereinafter "ESTA"), a joint powers authority formed by Inyo County, Mono County, City of Bishop and Town of Mammoth Lakes.

W I T N E S S E T H

WHEREAS, TOWN is authorized by Government Code §39732 to furnish and operate public transportation services; and

WHEREAS, ESTA is a Joint Powers Authority created pursuant to Government Code §6500 et. seq. to provide public transit services within the boundaries of its member entities; and

WHEREAS, ESTA is authorized by the Transit Authority Joint Powers Agreement (sometimes referred to herein as JPA agreement) to submit claims to the Mono County Local Transportation Commission on behalf of the Town of Mammoth Lakes in accordance with the Transportation Development Act (TDA) and its regulations, and to receive funds, and to provide transit services on behalf of the Town of Mammoth Lakes; and

WHEREAS, ESTA is authorized by the Transit Authority Joint Powers Agreement to seek and obtain funds from other sources to provide additional transit services beyond those funded through TDA; and

WHEREAS, ESTA is authorized by the Transit Authority Joint Powers Agreement to contract with its member entities to provide services above the level of service funded through TDA or other funds obtained by ESTA; and

WHEREAS, ESTA is authorized by the Transit Authority Joint Powers Agreement to contract for other goods and services; and

WHEREAS, TOWN desires to contract for, and ESTA desires to provide, services above the level of service funded through TDA or other funds obtained by ESTA; and

WHEREAS, TOWN and ESTA desire to contract to provide other services including but not limited to: the use of TOWN office and vehicle storage space by ESTA, maintenance of ESTA vehicles by TOWN, purchase of fuel by ESTA from TOWN, and use of TOWN vehicles by ESTA;

NOW, THEREFORE, in consideration of the above, TOWN and ESTA agree as follows:

## AGREEMENT

### Section 1: Effective Date

This Agreement shall be effective when it has been approved by the Town Council of the Town of Mammoth Lakes and the Board of Directors of the Eastern Sierra Transit Authority.

### Section 2: Commencement and Duration

This agreement have an initial term of five years. It shall subsequently automatically be extended for additional five-year terms unless either party provides notice to the other at least ninety (90) days in advance of a scheduled extension. The parties will attempt to negotiate any change in terms to this agreement prior to the acceptance of a final budget presented to either the Town Council of the Town of Mammoth Lakes or the ESTA Board of Directors for a given fiscal year, so that the budget may reflect the amended terms.

### Section 3: Transit Services Provided by ESTA to TOWN

ESTA agrees to provide transit services to TOWN in accordance with the following terms and conditions:

#### 1. General Terms and Conditions

- a. Services Provided under This Agreement. In accordance with the Transit Authority Joint Powers Agreement, the purpose of this agreement is to ensure the provision of transit services in the Town of Mammoth Lakes above the level of service funded through TDA, or by funds obtained by ESTA from sources other than the TOWN.
- b. Services Funded by TDA and Other Sources. In accordance with the Transit Authority Joint Powers Agreement, ESTA will submit claims to the Mono County Local Transportation Commission as an agent of the Town of Mammoth Lakes, and receive such funds, and provide services to the TOWN with those funds. However, those services and those fund are not and will not be governed by this agreement. A portion of the services described in this section will be funded by TDA and sources other than the TOWN. Those services and those funds are likewise not and will not be governed by this agreement. ESTA will establish a process to account for services provided with these funds.
- c. Billing Rates. The billing rates for the services provided pursuant to this agreement are provided in attachment "A". These rates may be adjusted annually prior to the submission of a draft budget to both the Board of Directors of ESTA and the Town Council of the Town of Mammoth Lakes.
- d. Services Funded by This Agreement. Services funded by this agreement shall consist of those specified in Attachment "B." To the extent that farebox revenue is required under the terms and conditions of TDA for any services specifically governed by the terms of this agreement an amount in lieu of the farebox revenue shall be funded by this agreement. In addition to the

provisions of Section 10 should for any reason ESTA not be able to provide the specified service level in spite of all reasonable efforts, ESTA shall not be held liable for services not provided. Such reasons may include without limit a shortage of qualified drivers, or a shortage of available vehicles necessary to operate such services.

- e. Other Services. ESTA will make every effort to provide additional services requested by Town on an as needed basis. Such services outside of the basic service level defined in Attachment “B” shall require a minimum of one-week notice to ESTA to arrange the necessary personnel and other resources to operate the service. All such services will be subject to federal charter regulations and ESTA’s charter policy.
- f. Fuel. TOWN shall provide access to fuel for all Town of Mammoth Lakes and ESTA vehicles at the TOWN Corporation Yard, located at 299 Commerce Drive, Mammoth Lakes.
- g. Fares. Fares, if any, for services that are funded in part by Town funds and in part by TDA (e.g. paratransit service) shall be established by mutual agreement of the ESTA Board of Directors and the Town of Mammoth Lakes Council.
- h. Federal and State Requirements: ESTA shall comply with all federal and state laws, regulations and requirements which apply to the services provided hereunder.
- i. Management: ESTA shall at all times be responsible for management of the services provided by it under this agreement.
- j. Drug and Alcohol Testing. ESTA shall provide pre-employment, post-accident, just-cause, and random drug and alcohol testing of its employees in accordance with Federal Transportation Administration regulatory requirements.
- k. Telephone Information, Reservations and Dispatching. ESTA shall provide all telephone and dispatch equipment necessary for it to receive reservations, provide information and dispatch services.

## 2. Equipment Including Vehicles

- a. TOWN Shall Provide Vehicles. TOWN shall at no charge to ESTA provide ESTA with access to all Town owned transit vehicles listed in Attachment “D” for use in providing services hereunder. ESTA shall pursue federal and state grant opportunities for vehicle replacement to minimize the fiscal impact on the Town for the purchase of vehicles.
- b. Availability. ESTA shall store all TOWN owned equipment including Town-owned vehicles at the Town Transit Facility, 210 Commerce Drive, Mammoth, CA. 93546.
- c. Alterations. ESTA shall not install equipment or make any alterations to any TOWN-owned equipment or vehicles without prior consent of TOWN.
- d. Use. TOWN-provided vehicles shall be used only for the services provided in and for the Town of Mammoth Lakes unless otherwise agreed by the parties.

- e. Repossession. In the event of termination of this Agreement, TOWN shall have the right to take immediate possession of all TOWN-provided vehicles.
- f. Other Equipment. ESTA is responsible for providing all other materials, supplies, and/or equipment needed to perform Agreement, which are not otherwise specifically provided by TOWN.
- g. Dispossession of Equipment. ESTA may dispose of TOWN owned equipment only with the prior written consent of the TOWN. ESTA shall use any proceeds of disposed TOWN owned equipment for replacement of equipment used to serve the transportation needs of the TOWN.

### 3. Maintenance of Equipment

- a. Safety Inspections. TOWN and ESTA are subject to annual inspection by the Motor Carrier Unit of the California Highway Patrol (CHP) annually (Safety Compliance Report CHP-343). ESTA must attain satisfactory rating in the driver records category of this Safety Compliance Report. ESTA must expeditiously correct any deficiencies noted on driver's report. TOWN must attain satisfactory rating regarding all maintenance items. Should TOWN fail to attain a satisfactory rating, ESTA may terminate this agreement should acceptable corrective action not be taken within 30 days or upon re-inspection by CHP whichever comes first.
- b. Interior & Exterior Cleaning and Maintenance. ESTA shall maintain the exterior and interior cleanliness of all vehicles to the highest standards at all times.
- c. Maintenance Rate. ESTA shall pay the TOWN for vehicle maintenance services for vehicles owned by ESTA at the rate set forth in Attachment "D" as it may be amended from time to time.

### 4. Advertising and Logo Program

- a. Advertising. TOWN and ESTA may agree upon policies and procedures for accepting advertising on vehicles used in the provision of services hereunder. If such policies and procedures are adopted, ESTA shall be responsible for accepting advertising in compliance with such policies and procedures. All proceeds from advertising shall be used by ESTA to continue transportation services to the TOWN and/or ESTA's entire service area. No third-party advertising shall be accepted until and unless TOWN and ESTA have agreed upon and adopted advertising policies and procedures, which either or both parties may decline to do in their respective sole discretion.
- b. ESTA Logo. Space shall be provided on all vehicles, bus stops, shelters, and other public transit facilities for the standard ESTA logo which is consistent in design and placement with that provided on ESTA-owned vehicles.

### 5. Administration, Reports, Accounting, Audits and Penalties

- a. Personnel and Training. ESTA shall provide sufficient supervisory employees, drivers and dispatching personnel to adequately handle the services it is required to provide under this

agreement. ESTA shall provide ongoing training, retraining, and safety education for all personnel that conforms to applicable regulatory requirements.

- b. Reports. ESTA shall develop and maintain records and reports for use in management and administration of the service. These reports shall document passenger information, cost and revenue data, and other information needed by the TOWN and ESTA to make decisions about the transit service.
- c. Accounting Practices. ESTA shall maintain its books of account as they relate to the programs identified in this agreement consistent with Generally Accepted Accounting Principles, and in TOWN-approved format.

## 6. Changes to Level of Service

- a. Services. The “services” are those described in Attachment “B”. TOWN may increase, decrease, or otherwise change the service as follows:

(1) Emergency Adjustments. Either TOWN or ESTA may authorize temporary emergency adjustments in service in the event of an emergency or circumstance which requires an immediate detour or other adjustment in routing.

(2) Adjustment Notification. The party initiating the emergency adjustment shall notify the other party immediately of such occurrence. TOWN shall specify steps to be taken by ESTA to notify patrons of the change in routing and/or scheduling necessitated by such emergency adjustments, and/or modifications to the emergency adjustments made by ESTA. Should ESTA in making temporary adjustments to service incur added expenses beyond those compensated under the primary terms of Agreement, TOWN and ESTA shall negotiate a fair and equitable adjustment in compensation for service.

(3) Non-Substantial Changes in Service Level. Non-substantial changes in service shall be defined as those which increase or decrease service hours by 10% or less of the annual total hours scheduled for operation. TOWN shall make its best effort to provide thirty (30) days’ notice of its requested non-substantial changes in service levels, except for “very minor changes” as described below. ESTA shall make its best effort to provide staff and of other resource to effectuate such changes. Requests for very minor changes shall be made with one week notice whenever possible. Very minor changes will generally consist of temporary changes in routes, such as changes necessitated by special events, road closures, utility work, or charter services.

(4) Substantial Changes in Service Level. Changes that increase or decrease service hours by more than 10% of the annual total hours scheduled for operation shall be considered substantial. TOWN shall make its best effort to provide sixty (60) days’ notice of its requested substantial changes, during which TOWN and ESTA shall discuss the proposed change and the ability of ESTA to provide the requested service as otherwise provided by this Agreement. If ESTA is able to make such changes in services, the parties shall execute an amendment to this agreement reflecting the agreed-upon changes.

7. Invoices.

ESTA will establish a process to account and bill TOWN for the services provided under and funded by this agreement using the billing rates provided in Attachment “A”. ESTA shall record all of TOWN’s transit service hours and shall provide TOWN with monthly invoices for the transit services ESTA has provided to TOWN during the previous month. TOWN agrees to and shall pay all such invoices within thirty days of receipt.

**Section 4: Maintenance Requirements for ESTA Managed Buses**

ESTA shall have overall responsibility for maintaining all buses that are operated by ESTA for TOWN services, with TOWN’s responsibilities being as set forth below. It shall be the responsibility of the TOWN to perform all necessary and required maintenance in a timely manner such that sufficient buses are available to ESTA to allow it to provide all services in and for the TOWN.

1. Preventive Maintenance Inspections and Service.

TOWN shall perform all preventive and demand maintenance on ESTA-managed buses in a timely manner and in compliance with all applicable regulatory requirements. ESTA may refuse to operate any vehicle which it deems unsafe or out of compliance with CHP or other statutory requirements or original equipment manufacturer’s specifications.

2. Development and Performance of Schedules.

ESTA shall provide to the TOWN schedules of preventive maintenance inspections and service, annual inspections and service, and major overhaul of TOWN buses, vehicles, and equipment used by ESTA in the performance of this agreement. TOWN shall use its best efforts to comply with schedules of preventive maintenance and annual inspections and service.

3. Document Maintenance and Production.

The TOWN shall maintain all documents related to the preventive maintenance and annual inspections and service of TOWN’s buses, vehicles and equipment and shall produce those documents to ESTA, the California Highway Patrol, and other entities upon ESTA’s request. If requested, the TOWN shall also make its supervising mechanic available during annual inspections by the California Highway Patrol in order to respond to any questions regarding maintenance.

4. Repairs.

The Town shall repair buses, vehicles and equipment under the following terms and conditions:

- a. Necessary Repairs. ESTA may communicate directly with the TOWN’s supervising mechanic to request necessary repairs. The Town shall schedule necessary repairs on ESTA’s buses, vehicles and equipment in a timely manner, subject to availability of staff, equipment, and parts. Necessary repairs shall include, but not be limited to the repair or replacement of engines, wheel bearings, wheel seals, air systems, brakes, axles, rear ends, transmissions, body panels, steering mechanisms, suspensions, electrical mechanisms, tires, fuel systems and other mechanical items.



- b. Priorities. In cases where buses, vehicles or equipment fail or break down, the TOWN shall prioritize repairs in order to expedite its return to service, subject to the availability of staff, equipment, and parts.
- c. Tools and Equipment. The TOWN shall provide and maintain such tools, equipment, and facilities as may be necessary for the maintenance, repair, and servicing of all of ESTA's buses, vehicles, and equipment. ESTA agrees to loan any of its tools or equipment to the TOWN that the TOWN needs and requests in order to comply with the terms of this Agreement.
- d. Parts and Materials. The TOWN shall have the right to purchase parts and materials from vendors of its choice. In doing so, the Town shall always attempt to obtain the best available price for the best available parts and materials. All parts used on ESTA buses shall be OEM or equivalent.
- e. Specialized Work. The TOWN may, in the discretion of its supervising mechanic, cause specialized work to be performed in commercial shops specializing in that work. Specialized work may include, but shall not be limited to body repair, engine rebuilding, radiator repair, alternator rebuilding, and machining of special parts. The TOWN shall obtain a copy of the work order performed on any vehicle in a commercial shop.
- f. Major Repairs. The TOWN's supervising mechanic shall keep ESTA informed of all potential or necessary major repairs of ESTA's buses, vehicles, and equipment. Before commencing any repairs exceeding \$5,000, Town shall obtain ESTA's consent for repair.
- g. Emergency Road Service. The TOWN agrees to provide emergency road service depending upon availability of personnel and equipment to ESTA. The TOWN shall respond to calls for road service by sending a mechanic and service truck to aide disabled ESTA-owned vehicles. Decisions in this regard shall be made by the TOWN's Fleet Superintendent.
- h. Charges. For making repairs, TOWN shall charge ESTA for the TOWN's costs, including labor, parts, and fuel as described in Attachment "D". ESTA and the TOWN agree that the charges for services and fuel performed and provided respectively, pursuant to this agreement will be reviewed and subject to change annually.
- i. Invoices. The TOWN shall send monthly invoices to ESTA for all repair work performed within the prior month. ESTA agrees to pay all monthly invoices within thirty days of receipt.

#### **Section 5: Use of TOWN Fueling Facilities by ESTA**

The TOWN grants ESTA the right to use the TOWN's fueling facilities to fuel TOWN and ESTA buses, vehicles and equipment upon the following terms and conditions:

##### **1. Use of Key Fobs.**

The TOWN shall issue key fobs to ESTA for all of the buses, vehicles and equipment that are authorized to use the TOWN's fueling facilities.

2. Ownership and Misuse of Key Fobs.

The TOWN shall retain ownership of all key fobs issued to ESTA during the term of this Agreement. ESTA shall be solely responsible for the consequences of any misuse of cards issued to ESTA personnel.

3. Invoices.

The TOWN shall record all of ESTA's fuel consumption from TOWN's fueling facility and shall provide ESTA with monthly invoices for its fuel consumption. ESTA agrees to pay all invoices within thirty days of receipt. (Fuel for TOWN buses will be paid for directly by the TOWN.) TOWN shall charge ESTA the rates for fuel set forth in Attachment "D", as it may be amended from time to time.

**Section 6: Use of TOWN buses, vehicles and equipment by ESTA**

Generally, TOWN provided vehicles are intended to be operated to provide services to residents and visitors to the Town of Mammoth Lakes, and as back up vehicles for those services. TOWN may permit use of TOWN owned buses, vehicles and equipment for ESTA provided services outside the scope of this agreement to the extent that all services as described in Attachment "B" are being met and Town owned vehicles are not exclusively used outside of Town. The following terms and conditions shall apply to any such authorized use:

1. Emergency Needs.

In the event of mechanical failure or other unscheduled unavailability of ESTA buses, vehicles, or equipment, TOWN may authorize use of TOWN vehicles or equipment on a temporary basis in order to assure continuity of service. Such use may be authorized by the Public Works Director. ESTA shall compensate the TOWN for this use in accordance with the schedule in Attachment "E".

2. Other Services.

In the event that ESTA desires to use TOWN-owned equipment for other regular services outside the scope of this agreement, it may apply to the Town Council of the Town of Mammoth Lakes for consideration of said service. If approved the terms and conditions associated for this regular service shall be documented in an amendment to this Agreement.

3. Other Terms and Conditions.

Operation of TOWN equipment by ESTA as provided in this section shall be in accordance with all other terms and conditions which apply to operation of TOWN-owned equipment as provided by this agreement.

**Section 7: Administration of Agreement**

ESTA's compliance with this Agreement shall be supervised and administered by TOWN by its Public Works Director

### **Section 8: Permits to Operate**

At its sole cost and expense, ESTA shall obtain any and all permits, licenses, certifications, or entitlements to operate as are now or may be required by any agency to enable ESTA to perform Agreement, and shall provide copies of all such documents or entitlements to TOWN when received by ESTA.

### **Section 9: Notice of Deficiencies**

TOWN's Public Works Director may issue a Notice of Deficiencies to ESTA, specifying areas of unsatisfactory performance, and specifying what improvements are necessary to correct the deficiency or deficiencies. Such notice shall specify the provision(s) of Agreement which address the issue. ESTA shall correct or in good faith commence to correct the deficiency within a reasonable period of time specified by TOWN not to exceed 30 days unless agreed to in advance by TOWN in writing.

### **Section 10: Force Majeure**

ESTA shall not be charged, nor shall TOWN demand from ESTA, damages because of failure in providing the services described in this Agreement due to unforeseeable causes beyond the control and without the fault or negligence of ESTA. Such causes of excusable delay may include acts of public enemies, military attack and/or other actions, fires, floods, snow storms, earthquakes, epidemic, quarantine, restrictions, strikes, freight embargoes, public road closures, but in every case the delay is excusable only for so long as, and to the extent that, the excusable delay continues.

ESTA shall be entitled to no compensation for any service, the performance of which is excused pursuant to this paragraph.

In the event that ESTA is unable to provide the services required of it under this Agreement due to any cause, ESTA shall make a reasonable attempt to so notify the public including notification to local newspapers, and, if appropriate, local radio and television stations.

Whenever ESTA has knowledge that any actual or potential force majeure may delay or prevent performance of Agreement, ESTA, on a timely basis, shall notify TOWN of the facts and, thereafter, shall report to TOWN all relevant information then known to ESTA, and shall continue to so report.

### **Section 11: No Conflicting Uses**

ESTA shall not operate, lease or charter TOWN-owned vehicles or equipment for any purpose other than for services for the TOWN, unless specifically authorized by TOWN.

**Section 12: Notice**

All notices shall be made by email, or hand-delivered, addressed as follows:

TOWN: Public Works Director  
Town of Mammoth Lakes  
HCR 79, Box 209  
Mammoth Lakes, CA 93546

ESTA: Executive Director  
Eastern Sierra Transit Authority  
P.O. Box 1357  
Bishop, CA 93515

Service of such notices shall be deemed complete three (3) days after deposit in the US Mail or on the date hand-delivered.

**Section 13: Not an Agreement of Employment**

It is understood and acknowledged that this Agreement is not a contract of employment between TOWN and ESTA, or any agents, officers, or employees of ESTA. ESTA is, and shall at all times be, deemed to be an independent contractor. ESTA is not authorized to bind the TOWN to any contracts or other obligations. ESTA is not an agent or employee of the TOWN except as provided in the Joint Powers Agreement and shall at no time represent itself to be such agent or employee except as provided in the agreement. Neither ESTA nor any of its employees or subcontractors shall be entitled to any benefits accorded to TOWN employees including but not limited to Workers Compensation, disability insurance, unemployment compensation, retirement benefits, vacation, or sick leave.

**Section 14: Precedence of Agreement Documents**

In the event of a conflict or ambiguity arising between this Agreement and other documents executed by the parties or any term therein, the document executed later in time shall prevail over the document executed earlier in time.

**Section 15: Continuity**

This Agreement is binding upon each of the parties and their respective heirs, shareholders, directors, partners, executors, and successors. Should ESTA change its structure during the term of this agreement, the TOWN reserves the right to terminate this agreement and to solicit new vendors for this service.

**Section 16: Assignment (ESTA)**

The performance of this Agreement may not be assigned, or in any way subcontracted on a continuing basis, except upon the prior written consent of TOWN. TOWN shall not consent to any proposed

assignment or subcontracting, novation, other writing, or agreement that would have the effect of relieving ESTA or ESTA's surety of their responsibility and/or liability under Agreement.

## **Section 17: Indemnification and Insurance Requirements**

### **For all terms under Sections 3 and 6 of this agreement:**

ESTA hereby agrees to indemnify and holds harmless TOWN, its officers, employees, and agents from any and all liability or claim of liability, including attorney's fees, arising by reason of personal injury, death or property damage and resulting from ESTA's negligence, recklessness or willful misconduct in the performance of its duties and obligations under this agreement.

ESTA shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by ESTA, its agents, representatives, or employees. At any time following the initial five-year term of this Agreement, TOWN may require ESTA to increase the minimum insurance limits set forth below.

#### Minimum Limits of Insurance

ESTA shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Bonding Insurance: coverage for all ESTA employees who collect monetary payments for transit services rendered.

#### Verification of Coverage

ESTA shall furnish the TOWN with original endorsements effecting coverage required by this section. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the TOWN before work commences. TOWN reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications.

### **For all terms under Section 4 of this agreement:**

TOWN hereby agrees to indemnify and holds harmless ESTA, its officers, employees, and agents from any and all liability or claim of liability, including attorney's fees, arising by reason of personal

injury, death or property damage to the extent resulting from TOWN's negligence, recklessness or willful misconduct in the performance of its duties and obligations under this agreement.

**For all terms under Sections 5 of this agreement:**

ESTA hereby indemnifies and holds harmless TOWN, its officers, employees, and agents from any and all liability or claim of liability, including attorney's fees, arising by reason of personal injury, death or property damage and resulting from ESTA's negligence, recklessness or willful misconduct in the performance of its duties and obligations under this agreement.

**Section 18: Successors**

This Agreement shall be binding upon, and shall inure to the parties hereto, and their respective shareholders, partners, directors, agents, personal representatives, successors-in-interest, and assigns. ESTA shall not assign, sublet, or subcontract its rights or obligations under this Agreement, or charter TOWN-owned vehicles for the use of third parties without prior written consent from TOWN.

**Section 19: Counterparts**

This Agreement may be executed simultaneously or in counterparts, and each of the counterparts shall be deemed to be an original, but all such counterparts shall constitute one and the same Agreement.

**Section 20: Governing Law and Venue**

This Agreement shall be construed and enforced pursuant to the laws of the State of California. The venue for any action to interpret or enforce this Agreement shall be the Mono County Superior Court or the federal courts of the Eastern District of California.

**Section 21: Compliance with Laws**

In addition to the laws, statutes, rules, and regulations specifically set forth herein, ESTA shall comply with any and all applicable laws, ordinances, statutes, codes and regulations of the federal, state, and local governments. ESTA shall also comply with rules and regulations associated with any State or federal funding which is used in whole or part to fund services provided by this agreement.

**Section 22: Termination**

1. TOWN may terminate this agreement in the event of a material breach by ESTA. A "material breach" for this purpose shall constitute failure of ESTA to comply with any of the material terms of Agreement or to perform its obligations called for by Agreement if the failure continues for thirty (30) days after written notice has been given to ESTA.
2. ESTA has the right to terminate Agreement in the event of a material breach by TOWN. A "material breach" for this purpose shall constitute failure of TOWN to comply with any of the material terms of

Agreement or to perform its obligations called for by Agreement if the failure continues for thirty (30) days after written notice has been given to TOWN.

3. This Agreement may also be terminated at any time upon mutual consent of both parties.

### **Section 23: TOWN's Remedies on Breach and Waiver**

It is understood and agreed that in the event of failure by ESTA to perform services required by Agreement, in addition to all other remedies, penalties and damages provided by law, TOWN may provide such services, and deduct the cost of doing so from the amounts due, or to become due to ESTA. The costs to be deducted shall be the actual costs to TOWN to provide such services, or the costs shown on the Payment Schedule, whichever is greater.

ESTA agrees that any waiver, or any breach or violation of any term or condition of this Agreement, or any failure to enforce any term or condition of this Agreement, shall not be deemed to be a waiver of any other term or condition contained herein, or a waiver of any subsequent breach or violation of the same, or any other term or condition. The acceptance by TOWN of the performance of any work or services by ESTA shall not be deemed to be a waiver of any term or condition of this Agreement.

### **Section 24: Additional Terms**

The validity, legality, or enforceability, in whole, or in part of any provision of Agreement, shall not affect or impair the validity, legality, or enforceability, of other provisions.

This Agreement and all exhibits, addenda, and documents incorporated by reference herein, constitute the full and complete understanding of the parties, and supersede any previous agreements or understandings, oral or written, with respect to the subject matter hereto. The Agreement may only be modified by a written instrument signed by both parties hereto.

All reports, documents or other materials developed by TOWN or any other person engaged directly or indirectly by ESTA to perform the services required hereunder shall be and remain the property of TOWN without restriction or limitation upon their use by TOWN.

### **Section 25: Records**

1. In addition to all other records required to be produced or maintained pursuant to this Agreement, ESTA shall maintain any and all ledgers, books of account, invoices, vouchers, cancelled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to TOWN for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to ESTA pursuant to Agreement.
2. ESTA shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

3. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the Town Attorney, Town Manager, or a designated representative of any of these officers. Copies of such documents shall be provided to TOWN for inspection in TOWN's offices when such documents are available at ESTA's address indicated for receipt of notices in this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed Agreement the day and year herein above written.

TOWN OF MAMMOTH LAKES,  
Municipal Corporation

EASTERN SIERRA TRANSIT AUTHORITY  
Joint Powers Authority

By: \_\_\_\_\_

By: \_\_\_\_\_

Town Manager

Executive Director



**Attachment A: Billing Rates**

The billing rates for the services provided pursuant to this section are provided below. The Board of Directors of ESTA may adjust these rates annually on July 1 of each year subject to written concurrence by the Town of Mammoth Lakes.

ESTA Managed Vehicles \$ 52.00/hr.

**Attachment B: Services**

Services covered by this agreement shall be as specified in the table below.

<b>Service</b>	<b>Hours</b>
Purple Line	4,015
Town Trolley	10,775
Dial-a-Ride	2,268
Lakes Basin	1,848
Trippers	152
Total	19,058

**Attachment C: Additional Service**

From time to time, ESTA may provide services to TOWN outside the normal operating services. Charges for this extra service shall be charged at the established charter rate per the ESTA Charter Policy.

**Attachment D: Town Vehicles and Maintenance Rates**

The following list shall be updated regularly by the TOWN to reflect changes in the vehicle fleet.

Trolley #'s 901, 905, 906, 907, 908, 909

Shop Rates shall be reevaluated and updated by TOWN prior to July 1<sup>st</sup> of each fiscal year. The rates effective by the date signed for below shall be.

- Labor: \$108.00 per hour
- Materials and parts: actual cost, without markup
- Fuel: actual fuel cost plus ten cents per gallon

**Attachment E:        ESTA use of Town Vehicles**

Billing rates shall be reevaluated and updated by TOWN prior to the presentation of the draft ESTA budget for that fiscal year.

Until and unless updated by TOWN, the rates shall be:

- Trolley \$ 200.00 per day
- Bus \$ 200.00 per day

## TRANSIT SERVICES AGREEMENT - FIXED ROUTE TRANSIT SERVICE

This Agreement is made as of this 7 day of July, 2012 by and between Mammoth Mountain Ski Area LLC, a Delaware limited liability company (hereinafter referred to as "MMSA"), and the Eastern Sierra Transit Authority, a joint powers agreement authority formed to provide public transportation in Inyo and Mono Counties (hereinafter referred to as "ESTA").

**WHEREAS**, for the past several decades, MMSA has operated a private transit system developed to provide access to and from MMSA facilities, which are largely located on National Forest lands. No-charge public transit throughout the Town of Mammoth Lakes (TOWN) for TOWN residents and visitors has been a valuable by-product of MMSA's transit system. MMSA's privately-funded transit system has provided the backbone of the local transportation system, averaging approximately 18,000 service hours during snow season, with ridership averaging approximately 100,000 riders per month from November through May.

**WHEREAS**, MMSA has expressed to ESTA an interest in having ESTA operate transit services that are currently provided by MMSA; and

**WHEREAS**, ESTA has indicated to MMSA that it is able and willing to operate the transit services heretofore operated by MMSA; and

**WHEREAS**, MMSA and ESTA mutually desire to enter into an agreement to define the terms and conditions of ESTA's operation of transit services previously operated by MMSA.

**NOW THEREFORE**, it is mutually understood and agreed by MMSA and ESTA as follows:

### **1. Commencement and Term of Agreement.**

ESTA shall commence service operations on or about November 16, 2012 and shall continue service operations in full force and effect through the cessation of seasonal transit service on or about May 27, 2013, unless earlier terminated as provided in this Agreement.

MMSA and ESTA may mutually agree to extend the Agreement. Negotiations for contract extension shall begin three (3) months prior to the effective termination date of the original Agreement.

### **2. Scope of Work.**

ESTA shall perform all work necessary to provide fixed route transit service on four (4) fixed routes as set forth in Exhibit "A" using ESTA owned transit vehicles.

### **3. Modifications to Service.**

The parties agree that the transit service may be modified as directed by MMSA, including, but not limited to, adding or deleting transit stops, extending, deleting or adding routes, and expanding or decreasing service hours and/or days. Modifications in the transit service may result in increases or decreases to the service hours operated during the operating season. The parties agree that changes in the number of service hours to be operated of up to plus or minus twenty percent (20%) of the original service hours agreed upon, as identified in Paragraph 15.b below, will be made without change to the vehicle service hour rate set forth in this Agreement. MMSA shall provide at least ten (10) days written notice to

ESTA of any such modification. If the modifications to service are greater or lesser than those provided in this paragraph, MMSA and ESTA shall negotiate an appropriate adjustment to the rate for such hours resulting from the modifications. No adjustment other than to the rate change for such modified hours may be made on account of such modification.

#### **4. Data Collection, Reporting and Operational Meetings.**

ESTA shall collect and report data regarding services rendered and performance. At a minimum, ESTA shall provide to MMSA monthly reporting that details passenger trips, vehicle service hours, vehicle service miles, missed trips, on-time trips, accidents & incidents, and complaints. Modifications to the reporting format and frequencies shall be mutually agreed to by the parties. ESTA and MMSA shall meet at least once per month to review the billing invoice and all aspects of the service.

#### **5. Fare Collection/Record Keeping.**

Passenger fares shall not be charged unless mutually agreed to by the parties. In the event that passenger fares are instituted, ESTA shall be responsible for the collection, counting, recording and monitoring of fares. All such fare revenue shall remain the property of ESTA and shall serve as an offset to the compensation amounts payable MMSA to ESTA.

#### **6. Personnel**

ESTA's personnel positions to perform the Project Work shall be those listed in Exhibit "A". ESTA represents, warrants and agrees that all personnel used for the Project Work shall be under its direct supervision and control and shall be fully qualified and appropriately credentialed. ESTA shall not change the staffing of the Project Work from that set forth in Exhibit "A" without MMSA's prior written consent which may be withheld at its sole discretion.

##### **Drivers:**

- a. All drivers and operational personnel performing transit service work under this Agreement shall be recruited, hired, and trained by ESTA pursuant to the Authority's recruitment and training standards.
- b. Drivers shall be legally licensed to operate a bus in the State of California with a Class B or A License with a Passenger endorsement, and certificate for air brakes.
- c. Drivers shall be listed on the California Department of Motor Vehicles Pull-Notice program with copies of their driving record updated every twelve (12) months, or more frequently.
- d. Drivers shall be trained in defensive driving, inclement weather driving, passenger relations, community information, Mammoth Mountain information, transporting special needs passengers, vehicle handling, and safety.
- e. ESTA shall provide a training program with a minimum of 40 hours of service training for each new driver candidate.

##### **Controlled Substance and Alcohol Testing Program:**

ESTA shall implement a controlled substance and alcohol testing program and policy with its employees. The testing program and procedures shall be in writing and consistent with State and Federal laws and regulations including, but not without limitation to, the Federal Highway Administration (FHWA) regulations

contained at 49 C.F.R. Part 655. The testing program and procedures shall ensure that any employee who tests positive for a controlled substance, has an alcohol concentration in excess of the prescribed in 49 C.F.R. Part 40, or violates any other prohibition contained in the FHWA regulations shall be prohibited from performing services in connection with this Agreement until tested negative for controlled substances and/or alcohol, and being evaluated and released by a Substance Abuse Professional. Upon request, ESTA shall provide MMSA with a written copy of ESTA's Drug and Alcohol Testing Policy and Post Accident Testing Procedures. ESTA shall assume all responsibility for claims by ESTA employees and others in connection with this program and shall indemnify MMSA pursuant to Section (18) herein for all such claims.

#### **7. Nondiscrimination.**

In providing for the performance of the Project Work, ESTA shall not discriminate against any employee or applicant for employment on the basis of race, religion, color, sex, age or national origin and shall comply with all applicable laws and ordinances.

ESTA shall take affirmative actions to ensure that applicants are employed and employees are treated during their employment without regard to race, religion, color, sex, age, or national origin. Affirmative action shall include, but not be limited to, employment, upgrading, promotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

#### **8. Workers' Compensation.**

ESTA shall provide MMSA with proof of workers' compensation insurance covering all ESTA employees providing services in connection with this Agreement. ESTA shall provide MMSA with a Certificate of Insurance setting forth the general provisions of coverage. ESTA shall provide notice of cancellation, material change or termination of each policy to MMSA not less than thirty (30) days prior to such cancellation, change or termination date.

#### **9. Public Liability and Property Damage Insurance**

ESTA shall have and maintain during the life of this Agreement and any extension thereto a general Comprehensive Liability policy, including Contractual Liability, and Automobile Liability policy as shall protect ESTA and MMSA from claims for such damages. Said policy shall name MMSA, its agents, officers, and employees as additional insureds under the policy in the following amounts:

**General Comprehensive Liability** - \$10,000,000 per occurrence for personal injuries, including accidental death, or property damage, with \$20,000,000 aggregate.

**Automobile Liability** - \$10,000,000 per occurrence for personal injuries, including accidental death, or for property damage.

Said policies shall provide that the coverage shall be primary for losses arising out of the ESTA's performance of this Agreement. Neither MMSA nor any of its insurers shall be required to contribute to any such loss.

ESTA shall furnish a certificate of insurance on a form of the Insurance Carrier setting forth the general provisions of the insurance coverage. This certificate shall verify that MMSA, its agents, officers and employees are named as a named insured under the policy. The



Certificate of Insurance shall also provide that the Carrier shall notify MMSA of any material change, cancellation or termination of the coverage at least 30 days in advance by certified mail, return receipt requested, of the effective date of any such material change, cancellation or termination.

#### **10. Vehicles.**

ESTA shall furnish the vehicles listed in Exhibit "A" for the provision of the transit services described in the Exhibit. The primary service vehicles (#801 - #812) shall include an exterior decal (to be limited in size to approximately 150 square inches) identifying MMSA as the entity funding the winter transit service.

#### **11. Maintenance, Repairs, and Cleaning.**

ESTA shall provide and pay all expenses for transit vehicle maintenance, repair and cleaning as necessary for efficient and effective operation of the transit services as described in Exhibit "A". All maintenance and repair of transit vehicles shall meet or exceed the manufacturer's specifications and standards. The standard for cleanliness will be mutually determined by MMSA and ESTA.

#### **12. Inspections.**

All transit vehicles shall be inspected for safety, maintenance, and repair items as set forth in ESTA's Vehicle Maintenance Policy. All transit vehicles must receive regular inspection to insure proper operating condition. Preventative maintenance inspection shall be performed at regular intervals in accordance with the manufacturer's specifications, and ESTA's Policy. A representative sampling of the transit vehicles shall be inspected by the California Highway Patrol at least once every thirteen (13) months and shall receive a satisfactory rating. Any and all expenses associated with obtaining a CHP satisfactory rating shall be at the sole cost of ESTA. ESTA shall provide MMSA with copies of the CHP Terminal Inspection report upon request.

#### **13. License Fees, Taxes, and Permits.**

ESTA shall have the sole obligation to pay any license fees, assessments and taxes, including, but not limited to, use, sales, property or other taxes, plus applicable penalties and interest which may be imposed upon ESTA by any governmental agency as a result of the operation of the equipment that is the subject of this Agreement.

#### **14. Performance Standards**

The parties agree that the ESTA shall attain the following minimum performance standards:

##### **Missed Service-**

At least 99% of all scheduled runs shall be operated

##### **On-Time Performance -**

At least 95% of all scheduled trips shall be operated on time. On time performance shall be defined as departing the first scheduled stop of the route no more than five (5) minutes later than the scheduled time. Routes shall not depart stops prior to the schedule at any time.

##### **Overloads -**

Passengers shall not have to wait more than 150% of the scheduled frequency for any route. For example, the goal would be that passengers would not wait more than 22.5 minutes for a 15 minute frequency route.

**Passenger Complaints –**

Less than 0.075 valid complaints per 1,000 passengers. ESTA shall respond to all complaints within 48 hours of receipt of the complaint. Copies of complaint responses shall be provided to MMSA upon request.

**Customer Surveys –**

ESTA acknowledges that MMSA uses a customer survey system to gauge the quality of services received by the guests and patrons of Mammoth Mountain. The survey scores will be reviewed by MMSA and ESTA on a regular basis and may become the basis of a future performance measure for the transit service.

**15. Compensation.**

- a. For services rendered by ESTA under this Agreement, MMSA shall pay ESTA a fixed monthly sum of Fifty-Seven Thousand One Hundred Sixty-Three Dollars (\$57,093.00) per month for seven (7) months from November through May, plus Fifty-Five Dollars and Thirty-Seven cents (\$55.37) per vehicle service hour. A Vehicle Service Hour is defined as every hour or fraction of an hour that a transit vehicle is operating from the first passenger pickup point to the last passenger delivery point as designated by the route schedules. Travel from the bus garage to and from the route, meal breaks, and storage do not constitute vehicle service.
- b. The estimated number of vehicle service hours for the 2012/13 season is 13,432, as detailed on Exhibit "A". The maximum cumulative payment obligation by MMSA to ESTA for this service level is One Million Two Hundred Two Thousand Three Hundred Forty-One Dollars and Fifty-Six Cents (\$1,143,380.84).
- c. The parties agree that a separate fuel adjustment provision shall be applied to the Vehicle Service Hour rate to accommodate changes in the price of fuel used in the provision of the service. The Vehicle Service Hour rate shall be increased by \$0.30 for every \$0.10 increase in the price of diesel fuel above \$4.50 per gallon. Conversely, the Vehicle Service Hour rate shall be decreased by \$0.30 for every \$0.10 decrease in the price of diesel fuel below \$4.50 per gallon. The \$4.50 per gallon base fuel cost shall be ESTA's total cost per gallon, inclusive of all applicable taxes and fees. The fuel adjustment provision shall be determined and invoiced or credited monthly.
- d. The Vehicle Service Hour rate of \$55.37 per hour shall be charged for all hours operated within a seasonal total range of 10,746 to 16,118, which represents a twenty percent (20%) plus or minus range from the estimated total of 13,432 vehicle service hours for the season.

**16. Compensation Adjustment.**

If the term of the Agreement is extended according to the provisions of Section 1 of this Agreement, the parties shall negotiate an equitable adjustment of the rates of compensation.

**17. Payment.**

ESTA shall invoice MMSA on a monthly basis. A failure of ESTA to invoice MMSA on any given monthly basis does not constitute a waiver on the part of ESTA to receive payment for what would otherwise be due, nor does it eliminate MMSA's obligation to make such

payment. The fixed monthly fee shall be invoiced in advance on the first day of the month beginning November 1, 2012. The vehicle service hours shall be invoiced monthly in arrears. MMSA shall pay ESTA within fifteen (15) days of receipt of invoice.

**18. Indemnification.**

ESTA shall indemnify, defend, and hold harmless MMSA, and its officers, employees, and agents ("indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable attorneys' fees and costs of litigation ("claims"), arising from ESTA's activities in the performance of the service under this Agreement, excepting only those actions claims, liabilities, obligations, judgments, or damages arising out of the negligence or actions of MMSA indemnitees.

**19. Successors/Assigns.**

This Agreement covers professional service of a specific and unique nature and ESTA shall neither assign any rights nor delegate any duties under this Agreement without MMSA's prior written consent which may be withheld at MMSA's sole discretion. The parties understand and agree that by entering into this Agreement, ESTA shall not necessarily be the sole or exclusive provider of transit service in the Mammoth Lakes area. MMSA may enter into other contracts for bus service during the duration of this Agreement or any extension thereto.

**20. Force Majeure.**

ESTA shall be excused from performing obligations under this Agreement during the time and to the extent that it is prevented from performing by cause beyond its control, including, but not limited to: any incident of fire, flood or strike or any acts of God, commandeering of material, products, plants or facilities by the federal, state or local government; riots, strikes, war, or civil disorder; or unavailability of fuel.

**21. Conflict of Interest**

No officer or employee of MMSA shall have any interest, direct or indirect, in this Agreement or the proceeds thereof during his/her tenure with MMSA or for period of one year thereafter.

**22. Amendments.**

The provisions of this Agreement may not be amended or altered except by a written instrument fully executed by each of the parties hereto. This Agreement embodies the entire understanding between the parties and supersedes any prior written or oral agreements or understandings not incorporated herein.

**23. Authority.**

Each person executing this Agreement on behalf of ESTA hereby represents and warrants (i) his/her authority to do so on behalf of ESTA, and (ii) that such authority has been duly and validly conferred by ESTA's Board of Directors.

**24. No Waiver.**

Either Party's failure to enforce any provision of this Agreement with respect to a default hereunder shall not constitute a waiver of that party's right to enforce any other term or provision of this Agreement. The waiver of either Party of any default under any term or provision of this Agreement shall not be deemed to be a waiver of any other term or provision hereof or any subsequent default, whether of the same or any other term or provision of this Agreement.

## **25. Agency/Independent Contractor.**

Except as MMSA may specify in writing, ESTA shall have no authority, express or implied, to act on behalf of MMSA in any capacity whatsoever, as an agent of MMSA. ESTA shall have no authority, express or implied, pursuant to this Agreement to bind MMSA to any obligation whatsoever. ESTA and all of its employees are independent contractors and not employees of MMSA.

## **26. Notices.**

Any notice provided for herein shall be given by either personal delivery, or by registered or certified first class United States mail, and shall be deemed received upon two (2) days after mailing. In each case postage shall be prepaid and return receipt shall be requested, addressed as follows:

**ESTA:** John Helm  
Executive Director  
Eastern Sierra Transit Authority  
P.O. Box 1357  
Bishop, CA 93514

**MMSA:** Bill Cockroft  
Senior Vice President  
Mammoth Mountain Ski Area  
P.O. Box 24  
Mammoth Lakes, CA 93546

## **27. Termination of Agreement**

- a. MMSA may terminate this Agreement for its convenience at MMSA's sole discretion upon thirty (30) days prior written notice. Notwithstanding the foregoing, the following are bases for MMSA to terminate this Agreement upon ten (10) days written notice:
  1. Bankruptcy of ESTA or assignment by it for the benefit of its creditors.
  2. Failure or refusal of ESTA to correct a material deficiency or perform a material service specified herein within five (5) working days after the second written warning for the same offense.
  3. Failure or refusal of ESTA to comply with applicable Federal, State and local governing laws or code. ESTA is to be particularly aware of the State of California Administrative Code, Title 13, Motor Vehicles, published by State of California, Office of Administrative Procedure, Department of General Services.
  4. Failure of ESTA to notify MMSA within twenty-four (24) hours if it has received an Unsatisfactory rating by California Highway Patrol Motor Carrier Safety inspectors for its Mammoth Lakes terminal, or failure of ESTA to provide evidence to MMSA within thirty (30) days of receiving such an Unsatisfactory rating that its maintenance facilities and fleet have been re-inspected and have received a Conditional or Satisfactory rating.

5. Cessation of operations for more than 48 hours without prior MMSA approval unless such cessation is pursuant to Paragraph 20 of this Agreement.

b. Termination of this Agreement under conditions (1) through (5) above, shall be considered termination for cause, and ESTA may not claim any damages against MMSA for the termination action.

c. Failure by ESTA to perform any of its obligations hereunder shall not constitute a breach of this Agreement if such failure is caused by the causes defined in Paragraph #20. Notwithstanding the foregoing, if ESTA fails to perform its duties under this Agreement for a period greater than thirty (30) days, MMSA shall have the right to terminate this Agreement upon five (5) days written notice.

**28. Applicable Law.** The law of the State of California shall apply to the interpretation and enforcement of this Agreement. Pending final resolution of a dispute hereunder, ESTA shall proceed diligently with the performance of this Agreement and in accordance with MMSA's decision.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the date first written above.

MAMMOTH MOUNTAIN SKI AREA

EASTERN SIERRA TRANSIT AUTHORITY

Signed: *B. Cockroft*

Signed: *John Helm*

Print Name: BILL COCKROFT

Print Name: JOHN HELM

Title: SR V.P.

Title: EXECUTIVE DIRECTOR

APPROVED AS TO FORM:  
Mono County Counsel's Office  
Counsel to the Eastern Sierra Transit Authority

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_



**EXHIBIT A**  
 Transit Services Agreement  
 Mammoth Mountain Ski Area – Eastern Sierra Transit Authority

**Scope of Work**

ESTA shall operate the Red, Blue, Green and Yellow Lines for the 2012/13 ski season. The estimated service dates and hours are detailed in the following table:

**SERVICE DAYS AND HOURS:**

	Red Line	Blue Line	Green Line	Yellow Line	TOTAL
Opening Day	11/16/2012	11/21/2012	11/21/2012	11/21/2012	
Closing Day	5/27/2013	4/14/2013	4/14/2013	4/14/2013	
Service Days	193	145	145	145	
Base Daily Service Hours	42	10.75	10.25	10.25	73.25 (11/21 – 4/14)
Base Season Service Hours	8,106	1,559	1,486	1,486	12,637
Addl. Svc Hours	784	436	436	0	1,656
Total Svc Hours	8,890	1,995	2,254	1,486	14,293

Each of the four routes shall operate on 15-minute headways. More frequent headway service shall be provided as demand warrants on busy days (weekends, holidays). ESTA shall coordinate with MMSA staff regarding traffic flow patterns and passenger pickup/drop-off locations at each of the MMSA Lodges.

**VEHICLES:**

ESTA shall operate the four fixed route lines identified above using the following vehicles:

- Nine (9) 2012 EIDorado National Axxess 37 passenger buses
- Three (3) 2012 EIDorado National EZ-Rider 37 passenger buses
- Six (6) 2006 Startrans Trolley 33 passenger buses
- One (1) 2008 Bluebird Xcel 33 passenger bus

**OPERATIONS DOMICILE and VEHICLE MAINTENANCE:**

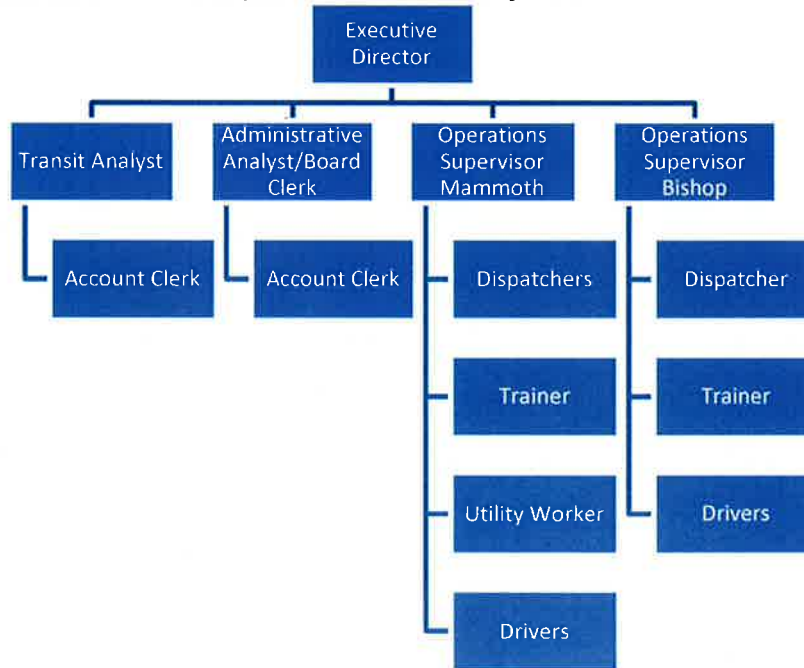
The Operation will be based from the Town of Mammoth Lakes Transportation facility located at 210 Commerce Drive. The vehicles will be parked at this facility and much of the vehicle maintenance will be performed at the facility. Vehicle maintenance will be provided by a variety of maintenance vendors including the Town of Mammoth Lakes and Britt's Diesel. MMSA may be requested to provide vehicle maintenance services on occasion. All such vehicle maintenance services to be provided by MMSA for ESTA will be on an as-requested, as-available basis. MMSA is under no obligation to provide such maintenance services. Any maintenance services provided by MMSA for ESTA shall be invoiced to ESTA on a time, materials, and margin basis.

**FUELING:**

ESTA shall be responsible for all aspects of the fueling of the fleet (operational and the costs of fuel). ESTA expects to fuel the fleet at the Town of Mammoth Lakes fueling terminal on Commerce Drive.

**STAFFING:**

ESTA will provide the fixed route services utilizing the staffing indicated in the organizational chart below. For the MMSA services, ESTA will use an Operations Supervisor dedicated to ESTA's operations in Mammoth Lakes and Mono County. This Supervisor will be supported by Dispatchers who will provide ten (10) hours of dispatch service per day for approximately 140 days per season. ESTA's operational staff (Dispatchers and Supervisor) shall be available to a designated MMSA contact during all operational hours via cell phone and/or 2-way radio.



**MMSA SUPPORT SERVICES:**

It is anticipated that, on occasion, support services in the form of vehicle towing may be requested of MMSA by ESTA. It is agreed that, to the extent possible, MMSA shall respond to ESTA's requests for such towing service. The costs for such towing service shall be invoiced to ESTA at a rate of \$125 per hour.

**RADIO COMMUNICATIONS:**

ESTA shall operate the transportation services using its own VHF radio frequency. ESTA shall grant MMSA permission to program MMSA radios to monitor and to communicate with ESTA using this frequency. Upon request, MMSA shall grant permission to ESTA to install a repeater station on the mountain.

**APPEARANCE AND GROOMING:**

ESTA drivers shall comply with the following dress and grooming standards.

- Exterior garment is to be an ESTA provided uniform (shirt in warm weather, jacket in cold weather)

- Solid color, properly fitting slacks/trousers are required.
- Sensible, functional shoes for the task being performed are required.
- Hair must be clean, combed and neatly trimmed or arranged. Shaggy, unkempt hair is not permissible.
- Sideburns, moustaches, and beards should be neatly trimmed.
- Good personal hygiene must be maintained at all times while on duty.
- Use of perfume or cologne should be minimal.

**ADVERTISING:**

ESTA shall have the right to provide advertising space within the buses operating on the Lines which are the subject of this Agreement, under the following terms and conditions:

- With respect to the nine (9) 2012 EIDorado National Axes 37 passenger buses and the three (3) 2012 EIDorado National EZ-Rider 37 passenger buses, any revenue derived from the sale of advertising space shall be applied to reduce the total Compensation owed by MMSA to ESTA (see Section 15 of the Agreement);
- With respect to all buses operating on the Lines which are the subject of this Agreement, prior to selling or providing advertising space to any entity, ESTA shall first obtain the written agreement of MMSA, which shall not be unreasonably withheld. Without limitation, MMSA shall have the right to refuse the provision or sale of advertising space to entities which directly or indirectly compete with MMSA advertising sponsors. From time to time and upon ESTA's request, MMSA shall provide to ESTA a list of such sponsors.



**INYO COUNTY LOCAL TRANSPORTATION COMMISSION  
RESOLUTION No. 2024-03**

**A RESOLUTION APPORTIONING AND ALLOCATING LOCAL  
TRANSPORTATION FUNDS FOR THE FISCAL YEAR 2024-2025**

**WHEREAS**, the Inyo County Local Transportation Commission (ICLTC) is the designated transportation planning agency pursuant to Government Code Section 29535 and by action of the Secretary of Business, Transportation and Housing, and, as such, has the responsibility to apportion and allocate Local Transportation Funds (LTF); and

**WHEREAS**, the Transportation Development Act claimant(s) have submitted claims for FY 2024-2025 TDA funds pursuant to Article 4.5 and Article 8 of the California Public Utilities Code; and

**WHEREAS**, ICLTC has analyzed the claims and determined that the claims conform to the provisions of the Transportation Development Act including the provision of PUC 99275.5.

**WHEREAS**, it is estimated that **\$971,690** of ICLTC-administered funds will be available for apportionment and allocation in fiscal year 2024-2025; and

**WHEREAS**, the following disbursements will be made. In accordance with the adopted ICLTC Overall Work Program, **\$97,169** of LTF (app. 10%) has been committed to administration per Section 99233.1, **\$7,002** has been committed to audits and based upon prior action of the ICLTC, and in accordance with Section 99233.3 of the Transportation Development Act, 2% of the remaining LTF, or **\$17,350**, will be “set-aside” for bicycle and pedestrian facilities. The ICLTC has reviewed the pending ESTA proposed Inyo County and City of Bishop transit system budget and allocates the remainder of TDA funds in FY 2024-2025 of **\$850,169** to ESTA under Public Utilities Code Section 99260(a) to ESTA for transit purposes.

**NOW, THEREFORE BE IN RESOLVED** that the Inyo County Local Transportation Commission does hereby apportion and allocate FY 2024-2025 LTF funds as follows:

1. **\$97,169** for LTC administration, Public Utilities Code 99233.1.
2. **\$7,002** for LTC auditing costs, Public Utilities Code 99233.1.
3. **\$17,350** or 2% of remaining LTF moneys for bicycle and pedestrian “set-aside” to be used anywhere in the County and/or City, Public Utilities Code 99233.3

4. **\$850,169** of remaining LTF apportioned and allocated to the Eastern Sierra Transit Authority for operating costs in Inyo County and the City of Bishop, Public Utilities Code Section 99260(a).

**BE IT FURTHER RESOLVED** that this action is taken in conformance with the Inyo County Regional Transportation Plan (RTP) and with the Commission’s earlier action defining current “Unmet Needs” and that are “Reasonable to Meet.”

Passed and adopted this 19th day of June 2024, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

---

Celeste Berg, Chair  
Inyo County Local Transportation Commission

Attest:

---

Secretary  
Inyo County Local Transportation Commission

# Action Item No. 3

Resolution No. 2024-04

State Transit Assistance Funds



**INYO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**



P.O. DRAWER Q  
 INDEPENDENCE, CA 93526  
 PHONE: (760) 878-0201  
 FAX: (760) 878-2001

Michael Errante  
 Executive Director

**STAFF REPORT**

**MEETING:** June 19, 2024

**PREPARED BY:** Justine Kokx, Transportation Planner

**SUBJECT:** Allocation of State Transit Assistance (STA) funds to the Eastern Sierra Transit Authority (ESTA) for operating & capital expenses

**Recommended Action**

Approve Resolution 2024-04 allocating an estimated amount of \$225,961 in FY 2024-2025 STA funds to ESTA for operating and/or capital expenses.

**Background**

The State Controller’s Office has provided an estimate of STA funds that will be received in FY 2024-2025. The State Controller’s Office allocates funds under two sections of the Public Utilities Code. The Inyo County LTC will receive an estimate of \$225,961 under Public Utilities Code (PUC) Section 99313. This amount is based on annual population estimates per PUC Section 99312.7.

**Analysis**

The role of the Inyo County LTC is to confirm the information provided by ESTA in the claim forms is correct. The following findings are made. For the *Claim for TDA Funds* form:

- A. ESTA is eligible to receive Article 4 TDA claim funds in Inyo County as a public transit operator. This was confirmed in the completion of the latest Triennial Performance Audit of ESTA where all five performance indicators were met. ESTA can use these funds for capital and operating expenses. ESTA did not meet the two-year or three-year efficiency standard for FY20-21-FY21-22-FY22-23, therefore, 5.31% of the STA funds, or \$11,999 are capital restricted. (See the discussion on pg. 2 of Efficiency Standards). The noncapital restricted funds can

- also be used as matching funds for Federal Transit Administration grants.
- B. The ESTA claim is in compliance with the Inyo County LTC Regional Transportation Plan. The RTP generally describes the transit services available in Inyo County. The RTP also includes goals and policies generally in support of public transit. ESTA is maintaining their existing services.
  - C. ESTA completes an annual fiscal audit of Transportation Development Act funds and provides this information to the Inyo County LTC.
  - D. ESTA provides 100% of the public transit services in both the City of Bishop and Inyo County.
  - E. The CHP has completed a terminal inspection of the ESTA headquarters within the last 13 months.
  - F. ESTA has specified that the funds are being used for purposes set forth in Article 4, Section 99262 of the Transportation Development Act (TDA). This portion of the TDA sets out the general uses for funds claimed under the TDA. The draft ESTA budget for FY 2024-2025 is attached. The ESTA claim form complies with this general requirement. This was demonstrated by the completion of the Triennial Performance Report of ESTA.

The Inyo County LTC *Request for Allocation of TDA funds for transit-related purposes* form repeats some of the above questions and sets forth other requirements. The analysis below will cover those portions of this form not discussed above.

### **Reasonable Effort**

ESTA has claimed TDA funds from the Inyo County LTC in the past year. As such, the LTC is required to determine if “The above claimant made a reasonable effort to implement recommendations made by the ICLTC.” The Inyo County LTC, in the Unmet Transit Needs hearing process, did not find new proposed transit services that met the definition of an “unmet transit need.” Staff has marked the “Yes” box to indicate that ESTA has made a reasonable effort to implement recommendations made by the Inyo County LTC.

### **Efficiency Standards Analysis**

ESTA is claiming STA funds this year for operating and/or capital expenditures. To receive funds for operating expenses, ESTA is required to meet the efficiency standards set out by Section 99314.6 of the Public Utilities Code. In FY20-21 through FY22-23, ESTA’s operating cost per service hour increased more than the California Consumer Price Index (CPI) over the same period. Therefore, ESTA’s budget did not meet the efficiency standards and has therefore triggered restrictions to capital funding. Of the STA allocation of \$226,448, \$214,449 is available for use on operations or matching funds for FTA section 5311 grants at ESTA’s discretion; \$11,999 are restricted to capital expenditures.

### **Scope of Service**

The scope of services provided by ESTA will remain the same.

### **Proposed Budget**

ESTA has included its preliminary budget for 2024-2025 as part of the TDA claim form.

Attachments: -Resolution No. 2024-04  
-State Controller Estimate of State Transit Assistance funds  
- FY2024-2025 TDA claim form and STA Qualifying Criteria Worksheet

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION  
RESOLUTION No. 2024-04**

**A RESOLUTION ALLOCATING \$225,961 OF  
STATE TRANSIT ASSISTANCE FUNDS RECEIVED BY THE INYO  
COUNTY LOCAL TRANSPORTATION COMMISSION TO  
EASTERN SIERRA TRANSIT AUTHORITY TO BE USED FOR  
OPERATING AND CAPITAL EXPENDITURES**

**WHEREAS**, in accordance with the Transportation Development Act, and pursuant to Section 99312.7 of the Public Utilities Code (PUC), and in accordance with the Inyo County Local Transportation Commission (ICLTC) Organization and Procedures Manual, the ICLTC shall make allocations from the State Transit Assistance Fund for the purposes of Section 99313 of the PUC in accordance with the following priorities:

**WHEREAS**, Section 99313 allocations are based on the latest available annual population estimates from the Department of Finance, and

**WHEREAS**, Inyo County's portion of the State Transit Assistance (STA) Fund, Section PUC 99313 for FY 2024/2025 is estimated to be \$225,961, and

**WHEREAS**, the Eastern Sierra Transit Authority is a valid STA claimant under PUC Section 99313, and

**WHEREAS**, under section 99314.6 ESTA's operating costs exceeded the 3-year Efficiency Standard B by 5.31%, therefore, 5.31% or \$11,999 of STA funds shall be capital restricted, and

**NOW, THEREFORE, BE IT RESOLVED**, that the Inyo County Local Transportation Commission does hereby allocate all (estimated to be \$225,961) of its State Transit Assistance Fund from FY 2024/2025, and all interest earned on these funds, for use by Eastern Sierra Transit Authority for operating and capital expenditures of the transit system, and

**BE IT FURTHER RESOLVED** that this allocation of funds is in conformity with the 2023 Inyo County Regional Transportation Plan.

Passed and adopted this 19<sup>h</sup> day of June 2024, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

---

Celeste Berg, Chair  
Inyo County Local Transportation Commission

Attest:

---

Tina Chinzi, Secretary  
Inyo County Local Transportation Commission



MALIA M. COHEN  
CALIFORNIA STATE CONTROLLER

January 31, 2024

County Auditors Responsible for State Transit Assistance Funds  
Transportation Planning Agencies  
County Transportation Commissions  
San Diego Metropolitan Transit System

**SUBJECT: Fiscal Year 2024-25 State Transit Assistance Allocation Preliminary Estimate**

Enclosed is a summary schedule of State Transit Assistance (STA) funds estimated for Fiscal Year (FY) 2024-25 for each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) sections 99313 and 99314. Also enclosed is a schedule detailing the amount of the PUC section 99314 allocation for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. Pursuant to PUC section 99314.10, the PUC section 99314 allocations are based on the State Controller's Office (SCO) transmittal letter, Reissuance of the FY 2020-21 STA Allocation Estimate, dated August 1, 2023. Pursuant to PUC section 99314.3, each TPA is required to allocate funds to the STA-eligible operators in the area of its jurisdiction.

According to the FY 2024-25 proposed California Budget, the estimated amount of STA funds budgeted is \$931,305,000. SCO anticipates the first quarter's allocation will be paid by November 30, 2024. Please refer to the schedule for the amounts that relate to your agency.

Please contact Mike Silvera by telephone at (916) 323-0704 or email at [MSilvera@sco.ca.gov](mailto:MSilvera@sco.ca.gov) with any questions, or for additional information.

Sincerely,

MELMA DIZON  
Manager, Local Apportionments Section

Enclosure



**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE SUMMARY**  
**JANUARY 31, 2024**

Regional Entity	PUC 99313		PUC 99314 Fiscal Year 2024-25 Estimate	Total Fiscal Year 2024-25 Estimate
	Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)		
	Fiscal Year 2024-25 Estimate	Fiscal Year 2024-25 Estimate		
	A	B	C	D= (A+B+C)
Metropolitan Transportation Commission	\$ 49,718,310	\$ 40,551,157	\$ 249,517,946	\$ 339,787,413
Sacramento Area Council of Governments	13,007,614	10,609,246	8,070,079	31,686,939
San Diego Association of Governments	6,298,098	5,136,843	2,773,754	14,208,695
San Diego Metropolitan Transit System	15,237,359	12,427,867	11,420,066	39,085,292
Tahoe Regional Planning Agency	710,499	579,496	73,582	1,363,577
Alpine County Transportation Commission	7,799	6,360	1,048	15,207
Amador County Transportation Commission	262,377	213,999	16,682	493,058
Butte County Association of Governments	1,354,082	1,104,414	132,748	2,591,244
Calaveras County Local Transportation Commission	295,657	241,143	6,492	543,292
Colusa County Local Transportation Commission	143,389	116,951	11,516	271,856
Del Norte County Local Transportation Commission	175,188	142,886	16,720	334,794
El Dorado County Local Transportation Commission	1,144,692	933,632	141,449	2,219,773
Fresno County Council of Governments	6,661,996	5,433,645	2,177,393	14,273,034
Glenn County Local Transportation Commission	188,604	153,829	9,733	352,166
Humboldt County Association of Governments	882,868	720,084	267,839	1,870,791
Imperial County Transportation Commission	1,182,076	964,122	202,982	2,349,180
Inyo County Local Transportation Commission	124,454	101,507	0	225,961
Kern Council of Governments	5,976,873	4,874,846	661,626	11,513,345
Kings County Association of Governments	994,644	811,250	72,381	1,878,275
Lake County/City Council of Governments	439,962	358,841	40,779	839,582
Lassen County Local Transportation Commission	186,227	151,890	15,276	353,393
Los Angeles County Metropolitan Transportation Authority	64,289,871	52,435,987	154,246,483	270,972,341
Madera County Local Transportation Commission	1,041,604	849,551	62,252	1,953,407
Mariposa County Local Transportation Commission	111,538	90,973	5,968	208,479
Mendocino Council of Governments	587,257	478,978	78,286	1,144,521
Merced County Association of Governments	1,879,304	1,532,794	162,184	3,574,282
Modoc County Local Transportation Commission	56,161	45,806	8,800	110,767
Mono County Local Transportation Commission	86,649	70,672	230,865	388,186
Transportation Agency for Monterey County	2,834,516	2,311,883	1,605,255	6,751,654
Nevada County Local Transportation Commission	663,368	541,055	56,580	1,261,003
Orange County Transportation Authority	20,662,179	16,852,449	13,470,901	50,985,529
Placer County Transportation Planning Agency	2,092,027	1,706,295	540,151	4,338,473
Plumas County Local Transportation Commission	125,113	102,044	34,907	262,064
Riverside County Transportation Commission	16,065,430	13,103,257	4,740,138	33,908,825
Council of San Benito County Governments	432,493	352,749	12,375	797,617
San Bernardino County Transportation Authority	14,371,589	11,721,729	5,497,283	31,590,601
San Joaquin Council of Governments	5,177,756	4,223,072	2,109,619	11,510,447
San Luis Obispo Area Council of Governments	1,833,272	1,495,250	229,306	3,557,828
Santa Barbara County Association of Governments (SBCAG)	2,901,623	2,366,617	1,334,536	6,602,776
Santa Cruz County Transportation Commission	1,725,936	1,407,705	2,851,691	5,985,332
Shasta Regional Transportation Agency	1,181,812	963,908	110,998	2,256,718
Sierra County Local Transportation Commission	21,031	17,152	1,452	39,635
Siskiyou County Local Transportation Commission	286,818	233,934	22,180	542,932
Stanislaus Council of Governments	3,595,696	2,932,715	370,958	6,899,369
Tehama County Transportation Commission	423,306	345,256	15,907	784,469
Trinity County Transportation Commission	104,978	85,622	6,230	196,830
Tulare County Association of Governments	3,128,895	2,551,984	597,428	6,278,307
Tuolumne County Transportation Council	359,544	293,251	16,613	669,408
Ventura County Transportation Commission	5,437,966	4,435,304	1,603,063	11,476,333
Subtotals	\$ 256,470,500	\$ 209,182,000		
State Totals		\$ 465,652,500	\$ 465,652,500	\$ 931,305,000

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a)		Funds from RTC Sections 6051.8(b), and 6201.8(b)		Total Fiscal Year 2024-25 Estimate
		Fiscal Year 2024-25 Estimate	A	Fiscal Year 2024-25 Estimate	B	C= (A+B)
<b>Altamont Corridor Express*</b>						
Alameda County Congestion Management Agency	\$ NA	\$ 200,595		\$ 163,609		\$ 364,204
Santa Clara Valley Transportation Authority	NA	115,728		94,390		210,118
San Joaquin Regional Rail Commission	NA	648,074		528,581		1,176,655
Regional Entity Totals	0	964,397		786,580		1,750,977
	0	(964,397)		(786,580)		(1,750,977)
<b>Metropolitan Transportation Commission</b>						
Alameda-Contra Costa Transit District, San Francisco Bay Area Rapid Transit District, and the City of San Francisco**	2,032,465,904	91,507,538		74,635,209		San Fran 166,142,747
Central Contra Costa Transit Authority	12,684,408	571,089		465,791		1,036,880
City of Dixon	123,850	5,576		4,548		10,124
Eastern Contra Costa Transit Authority	6,132,724	276,113		225,203		501,316
City of Fairfield	2,250,751	101,335		82,651		183,986
Golden Gate Bridge Highway and Transportation District	138,827,667	6,250,426		5,097,961		11,348,387
Livermore-Amador Valley Transit Authority	6,084,421	273,938		223,429		497,367
Marin County Transit District	23,726,064	1,068,217		871,257		1,939,474
Napa Valley Transportation Authority	1,722,522	77,553		63,254		140,807
Peninsula Corridor Joint Powers Board	144,681,126	6,513,966		5,312,909		11,826,875
City of Petaluma	739,065	33,275		27,140		60,415
City of Rio Vista	39,373	1,773		1,446		3,219
San Francisco Bay Area Water Emergency Transportation Authority	39,452,081	1,776,248		1,448,740		3,224,988
San Mateo County Transit District	145,105,738	6,533,083		5,328,501		11,861,584
Santa Clara Valley Transportation Authority	439,800,215	19,801,087		16,150,127		35,951,214
City of Santa Rosa	2,483,478	111,813		91,197		203,010
Solano County Transit	5,290,076	238,175		194,260		432,435
County of Sonoma	3,459,517	155,758		127,039		282,797
Sonoma-Marin Area Rail Transit District	29,993,581	1,350,398		1,101,409		2,451,807
City of Union City	1,879,467	84,619		69,017		153,636
City of Vacaville	402,817	18,136		14,792		32,928
Western Contra Costa Transit Authority	8,044,931	362,206		295,422		657,628
Regional Entity Subtotals	3,045,389,776	137,112,322		111,831,302		248,943,624
Alameda County Congestion Management Agency - Corresponding to ACE*	NA	200,595		163,609		364,204
Santa Clara Valley Transportation Authority - Corresponding to ACE*	NA	115,728		94,390		210,118
Regional Entity Totals	3,045,389,776	137,428,645		112,089,301		249,517,946
<b>Sacramento Area Council of Governments</b>						
City of Davis (Unitrans)	2,957,630	133,161		108,609		241,770
County of Sacramento	1,189,071	53,535		43,664		97,199
Sacramento Regional Transit System	88,543,261	3,986,476		3,251,442		7,237,918
Yolo County Transportation District	4,689,895	211,153		172,220		383,373
Yuba Sutter Transit Authority	1,343,449	60,486		49,333		109,819
Regional Entity Totals	98,723,306	4,444,811		3,625,268		8,070,079

\* The amounts allocated to the member agencies of Altamont Corridor Express are included with their corresponding transportation planning agency.

\*\* The amounts for Alameda-Contra Costa Transit District, San Francisco Bay Area Rapid Transit District, and the City of San Francisco are combined.

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)	Total Fiscal Year 2024-25 Estimate
		Fiscal Year 2024-25 Estimate <b>A</b>	Fiscal Year 2024-25 Estimate <b>B</b>	<b>C= (A+B)</b>
San Diego Association of Governments				
North County Transit District	33,932,036	1,527,719	1,246,035	2,773,754
San Diego Metropolitan Transit System				
San Diego Metropolitan Transit System	33,958,141	1,528,894	1,246,994	2,775,888
San Diego Transit Corporation	62,951,421	2,834,256	2,311,671	5,145,927
San Diego Trolley, Inc.	<u>42,794,978</u>	<u>1,926,755</u>	<u>1,571,496</u>	<u>3,498,251</u>
Regional Entity Totals	139,704,540	6,289,905	5,130,161	11,420,066
Southern California Regional Rail Authority***				
Los Angeles County Metropolitan Transportation Authority	NA	5,344,991	4,359,472	9,704,463
Orange County Transportation Authority	NA	2,347,232	1,914,445	4,261,677
Riverside County Transportation Commission	NA	1,194,411	974,184	2,168,595
San Bernardino County Transportation Authority	NA	1,206,142	983,751	2,189,893
Ventura County Transportation Commission	<u>NA</u>	<u>571,612</u>	<u>466,216</u>	<u>1,037,828</u>
Regional Entity Totals	0	10,664,388	8,698,068	19,362,456
	0	(10,664,388)	(8,698,068)	(19,362,456)
Tahoe Regional Planning Agency				
Tahoe Transportation District	900,147	40,527	33,055	73,582
Alpine County Transportation Commission				
County of Alpine	12,816	577	471	1,048
Amador County Transportation Commission				
Amador Transit	204,076	9,188	7,494	16,682
Butte County Association of Governments				
Butte Regional Transit	1,601,714	72,114	58,817	130,931
City of Gridley - Specialized Service	<u>22,232</u>	<u>1,001</u>	<u>816</u>	<u>1,817</u>
Regional Entity Totals	1,623,946	73,115	59,633	132,748
Calaveras County Local Transportation Commission				
Calaveras Transit Agency	79,417	3,576	2,916	6,492
Colusa County Local Transportation Commission				
County of Colusa	140,877	6,343	5,173	11,516
Del Norte County Local Transportation Commission				
Redwood Coast Transit Authority	204,530	9,209	7,511	16,720
El Dorado County Local Transportation Commission				
El Dorado County Transit Authority	1,730,379	77,907	63,542	141,449

\*\*\* The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a) Fiscal Year 2024-25 Estimate</u>	<u>Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2024-25 Estimate</u>	<u>Total Fiscal Year 2024-25 Estimate</u>
		<b>A</b>	<b>B</b>	<b>C= (A+B)</b>
Fresno County Council of Governments				
City of Clovis	1,770,328	79,705	65,009	144,714
City of Fresno	22,991,076	1,035,125	844,267	1,879,392
Fresno County Rural Transit Agency	1,875,194	84,427	68,860	153,287
Regional Entity Totals	26,636,598	1,199,257	978,136	2,177,393
Glenn County Local Transportation Commission				
County of Glenn Transit Service	119,071	5,361	4,372	9,733
Humboldt County Association of Governments				
City of Arcata	213,054	9,592	7,824	17,416
Humboldt Transit Authority	3,063,481	137,927	112,496	250,423
Regional Entity Totals	3,276,535	147,519	120,320	267,839
Imperial County Transportation Commission				
Imperial County Transportation Commission	2,462,028	110,848	90,409	201,257
Quechan Indian Tribe	21,107	950	775	1,725
Regional Entity Totals	2,483,135	111,798	91,184	202,982
Inyo County Local Transportation Commission	None	None	None	None
Kern Council of Governments				
City of Arvin	62,152	2,798	2,282	5,080
City of California City	25,760	1,160	946	2,106
City of Delano	279,451	12,582	10,262	22,844
Golden Empire Transit District	5,882,508	264,848	216,015	480,863
County of Kern	1,194,767	53,792	43,874	97,666
City of McFarland	12,106	545	445	990
City of Ridgecrest	159,250	7,170	5,848	13,018
City of Shafter	57,568	2,592	2,114	4,706
City of Taft	360,169	16,216	13,226	29,442
City of Tehachapi	28,252	1,272	1,037	2,309
City of Wasco	31,839	1,433	1,169	2,602
Regional Entity Totals	8,093,822	364,408	297,218	661,626
Kings County Association of Governments				
City of Corcoran	122,620	5,521	4,503	10,024
Kings County Area Public Transit Agency	762,823	34,345	28,012	62,357
Regional Entity Totals	885,443	39,866	32,515	72,381
Lake County/City Council of Governments				
Lake Transit Authority	498,852	22,460	18,319	40,779
Lassen County Local Transportation Commission				
Lassen Transit Service Agency	186,872	8,414	6,862	15,276

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a) Fiscal Year 2024-25 Estimate</u>	<u>Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2024-25 Estimate</u>	<u>Total Fiscal Year 2024-25 Estimate</u>
		<b>A</b>	<b>B</b>	<b>C= (A+B)</b>
<b>Los Angeles County Metropolitan Transportation Authority</b>				
Antelope Valley Transit Authority	20,326,872	915,175	746,433	1,661,608
City of Arcadia	1,607,131	72,358	59,016	131,374
City of Burbank	3,769,842	169,729	138,434	308,163
City of Claremont	456,234	20,541	16,754	37,295
City of Commerce	4,235,696	190,703	155,541	346,244
City of Culver City	15,278,536	687,884	561,051	1,248,935
Foothill Transit	67,815,955	3,053,272	2,490,304	5,543,576
City of Gardena	13,772,242	620,066	505,737	1,125,803
City of Glendale	8,225,171	370,321	302,041	672,362
City of La Mirada	874,670	39,380	32,119	71,499
Long Beach Public Transportation Company	60,542,189	2,725,786	2,223,200	4,948,986
City of Los Angeles	98,801,791	4,448,345	3,628,151	8,076,496
County of Los Angeles	6,316,927	284,406	231,967	516,373
Los Angeles County Metropolitan Transportation Authority	1,332,273,335	59,982,827	48,923,083	108,905,910
City of Montebello	20,096,742	904,814	737,983	1,642,797
City of Norwalk	9,188,277	413,683	337,407	751,090
City of Pasadena	7,704,457	346,877	282,919	629,796
City of Redondo Beach	2,905,619	130,819	106,699	237,518
City of Santa Clarita	26,010,198	1,171,055	955,134	2,126,189
City of Santa Monica	47,544,183	2,140,578	1,745,894	3,886,472
Southern California Regional Rail Authority**	236,865,779	NA	NA	NA
City of Torrance	20,472,763	921,743	751,791	1,673,534
Regional Entity Subtotals	2,005,084,609	79,610,362	64,931,658	144,542,020
Los Angeles County Metropolitan Transportation Authority - Corresponding to SCRRRA***	NA	5,344,991	4,359,472	9,704,463
Regional Entity Totals	2,005,084,609	84,955,353	69,291,130	154,246,483
<b>Madera County Local Transportation Commission</b>				
City of Chowchilla	524,476	23,613	19,260	42,873
City of Madera	169,785	7,644	6,235	13,879
County of Madera	67,286	3,029	2,471	5,500
Regional Entity Totals	761,547	34,286	27,966	62,252
<b>Mariposa County Local Transportation Commission</b>				
County of Mariposa	73,004	3,287	2,681	5,968
<b>Mendocino Council of Governments</b>				
Mendocino Transit Authority	957,692	43,118	35,168	78,286
<b>Merced County Association of Governments</b>				
Transit Joint Powers Authority of Merced County	1,025,125	46,154	37,644	83,798
Yosemite Area Regional Transportation System (YARTS)	958,913	43,173	35,213	78,386
Regional Entity Totals	1,984,038	89,327	72,857	162,184

\*\*\* The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a) Fiscal Year 2024-25 Estimate</u>	<u>Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2024-25 Estimate</u>	<u>Total Fiscal Year 2024-25 Estimate</u>
		<b>A</b>	<b>B</b>	<b>C= (A+B)</b>
Modoc County Local Transportation Commission				
Modoc Transportation Agency	107,653	4,847	3,953	8,800
Mono County Local Transportation Commission				
Eastern Sierra Transit Authority	2,824,223	127,155	103,710	230,865
Transportation Agency for Monterey County				
Monterey-Salinas Transit District	19,637,486	884,137	721,118	1,605,255
Nevada County Local Transportation Commission				
County of Nevada	369,077	16,617	13,553	30,170
City of Truckee	323,083	14,546	11,864	26,410
Regional Entity Totals	692,160	31,163	25,417	56,580
Orange County Transportation Authority				
City of Laguna Beach	1,910,271	86,006	70,148	156,154
Orange County Transportation Authority	110,748,483	4,986,219	4,066,851	9,053,070
Regional Entity Subtotals	112,658,754	5,072,225	4,136,999	9,209,224
Orange County Transportation Authority - Corresponding to SCRRA***	NA	2,347,232	1,914,445	4,261,677
Regional Entity Totals	112,658,754	7,419,457	6,051,444	13,470,901
Placer County Transportation Planning Agency				
City of Auburn	21,830	983	802	1,785
County of Placer	5,410,141	243,580	198,669	442,249
City of Roseville	1,175,827	52,939	43,178	96,117
Regional Entity Totals	6,607,798	297,502	242,649	540,151
Plumas County Local Transportation Commission				
County of Plumas	346,829	15,615	12,736	28,351
County Service Area 12 - Specialized Service	80,198	3,611	2,945	6,556
Regional Entity Totals	427,027	19,226	15,681	34,907
Riverside County Transportation Commission				
City of Banning	208,349	9,380	7,651	17,031
City of Beaumont	318,557	14,342	11,698	26,040
City of Corona	426,555	19,205	15,664	34,869
Palo Verde Valley Transit Agency	175,762	7,913	6,454	14,367
City of Riverside - Specialized Service	493,635	22,225	18,127	40,352
Riverside Transit Agency	18,329,390	825,243	673,083	1,498,326
Sunline Transit Agency	11,506,078	518,037	422,521	940,558
Regional Entity Subtotals	31,458,326	1,416,345	1,155,198	2,571,543
Riverside County Transportation Commission - Corresponding to SCRRA***	NA	1,194,411	974,184	2,168,595
Regional Entity Totals	31,458,326	2,610,756	2,129,382	4,740,138

\*\*\* The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a) Fiscal Year 2024-25 Estimate</u>	<u>Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2024-25 Estimate</u>	<u>Total Fiscal Year 2024-25 Estimate</u>
		<b>A</b>	<b>B</b>	<b>C= (A+B)</b>
<b>Council of San Benito County Governments</b>				
San Benito County Local Transportation Authority	151,384	6,816	5,559	12,375
<b>San Bernardino County Transportation Authority</b>				
Morongo Basin Transit Authority	1,027,787	46,274	37,742	84,016
Mountain Area Regional Transit Authority	564,732	25,426	20,738	46,164
City of Needles	58,190	2,620	2,137	4,757
Omnitrans	34,279,207	1,543,350	1,258,784	2,802,134
Victor Valley Transit Authority	4,530,204	203,963	166,356	370,319
Regional Entity Subtotals	40,460,120	1,821,633	1,485,757	3,307,390
San Bernardino County Transportation Authority - Corresponding to SCRRA***	NA	1,206,142	983,751	2,189,893
Regional Entity Totals	40,460,120	3,027,775	2,469,508	5,497,283
<b>San Joaquin Council of Governments</b>				
Altamont Corridor Express *	21,420,132	NA	NA	NA
City of Escalon	51,911	2,337	1,906	4,243
City of Lodi	887,825	39,972	32,602	72,574
City of Manteca	77,826	3,504	2,858	6,362
City of Ripon	44,345	1,997	1,628	3,625
San Joaquin Regional Transit District	10,156,807	457,289	372,973	830,262
City of Tracy	194,489	8,756	7,142	15,898
Regional Entity Subtotals	32,833,335	513,855	419,109	932,964
San Joaquin Regional Rail Commission - Corresponding to ACE*	NA	648,074	528,581	1,176,655
Regional Entity Totals	32,833,335	1,161,929	947,690	2,109,619
<b>San Luis Obispo Area Council of Governments</b>				
City of Atascadero	37,783	1,701	1,387	3,088
City of Morro Bay	42,401	1,909	1,557	3,466
City of San Luis Obispo Transit	821,105	36,969	30,152	67,121
San Luis Obispo Regional Transit Authority	1,903,882	85,718	69,913	155,631
Regional Entity Totals	2,805,171	126,297	103,009	229,306
<b>Santa Barbara County Association of Governments (SBCAG)</b>				
City of Guadalupe	69,525	3,130	2,553	5,683
City of Lompoc	136,501	6,146	5,013	11,159
County of Santa Barbara	0	0	0	0
Santa Barbara County Association of Governments (SBCAG)	1,620,453	72,958	59,505	132,463
Santa Barbara Metropolitan Transit District	13,488,703	607,301	495,325	1,102,626
City of Santa Maria	906,214	40,800	33,278	74,078
City of Solvang	104,313	4,696	3,831	8,527
Regional Entity Totals	16,325,709	735,031	599,505	1,334,536

\* The amounts allocated to the member agencies of Altamont Corridor Express are included with their corresponding transportation planning agency.

\*\*\* The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.

**STATE CONTROLLER'S OFFICE**  
**2024-25 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
**JANUARY 31, 2024**

Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 7102.1, 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)	Total Fiscal Year 2024-25 Estimate
		Fiscal Year 2024-25 Estimate <b>A</b>	Fiscal Year 2024-25 Estimate <b>B</b>	<b>C= (A+B)</b>
Santa Cruz County Transportation Commission				
Santa Cruz Metropolitan Transit District	34,885,448	1,570,645	1,281,046	2,851,691
Shasta Regional Transportation Agency				
Redding Area Bus Authority	1,357,867	61,135	49,863	110,998
Sierra County Local Transportation Commission				
County of Sierra - Specialized Service	17,768	800	652	1,452
Siskiyou County Local Transportation Commission				
County of Siskiyou	271,330	12,216	9,964	22,180
Stanislaus Council of Governments				
Stanislaus Regional Transit Authority	4,244,345	191,093	155,859	346,952
City of Turlock	293,666	13,222	10,784	24,006
Regional Entity Totals	4,538,011	204,315	166,643	370,958
Tehama County Transportation Commission				
County of Tehama	194,589	8,761	7,146	15,907
Trinity County Transportation Commission				
County of Trinity	76,212	3,431	2,799	6,230
Tulare County Association of Governments				
City of Porterville	846,792	38,125	31,095	69,220
City of Tulare	589,094	26,523	21,632	48,155
County of Tulare	1,191,032	53,624	43,736	97,360
Tulare County Regional Transit Agency	290,035	13,058	10,651	23,709
City of Visalia	4,391,535	197,720	161,264	358,984
Regional Entity Totals	7,308,488	329,050	268,378	597,428
Tuolumne County Transportation Council				
Tuolumne County Transit Agency	203,234	9,150	7,463	16,613
Ventura County Transportation Commission				
City of Camarillo	751,079	33,816	27,581	61,397
Gold Coast Transit District	4,272,461	192,359	156,891	349,250
City of Moorpark	299,991	13,506	11,016	24,522
City of Simi Valley	1,167,392	52,559	42,868	95,427
City of Thousand Oaks	423,749	19,078	15,561	34,639
Regional Entity Subtotals	6,914,672	311,318	253,917	565,235
Ventura County Transportation Commission - Corresponding to SCRRRA***	NA	571,612	466,216	1,037,828
Regional Entity Totals	6,914,672	882,930	720,133	1,603,063
<b>STATE TOTALS</b>	<b>\$ 5,696,443,829</b>	<b>\$ 256,470,500</b>	<b>\$ 209,182,000</b>	<b>\$ 465,652,500</b>

\*\*\* The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.



# Action Item No. 4

Resolution No. 2024-05

Local Transportation Fund Reserves  
Distribution



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante  
Executive Director

## S T A F F   R E P O R T

**MEETING:** June 19, 2024  
**PREPARED BY:** Justine Kokx, Transportation Planner  
**SUBJECT:** Resolution No. 2024-05, FY2022-2023 Local Transportation Fund (LTF) Reserves Distribution

### Action Item

Request Commission authorize Resolution No. 2024-05 distributing year end FY22-23 LTF fund balance following the same proportions as determined by your Commission in October 2021, less a 30% reserve balance of the FY23-24 allocation.

### Discussion

In previous meetings your Commission directed staff that you wished to hold in reserve 30% of the annual allocation to fund unexpected decreases in tax revenues. On October 20, 2021, your Commission formalized via Minute Order the method for an annual distribution of LTF reserves. The method directs that every year, the remaining prior year’s LTF fund balance, less 30% of the current year’s LTF fund estimate, be allocated following the TDA claims method. As of June 30, 2023, the year-end reserve balance of the LTF trust account was \$556,188. The following outlines the proposed LTF reserve balance distribution:

FY22-23 Year-end fund balance = \$556,188

FY23-24 LTF Estimate = \$940,308

30% of Estimate = \$282,092

Distribution = (\$556,188 LTF prior year fund balance) – (\$282,092 30% of LTF estimate) = \$274,096

- Admin = 10% = \$27,410
- FY24-25 Triennial Performance Audit = \$15,000
- Remaining funds = \$231,686
- Bike & Ped = Remaining funds x 2% = \$4,634
- Public Transit (ESTA) = remaining balance = \$227,052.

### Recommended Action

Staff recommends Commission approve distribution of the LTF reserves per Resolution No. 2024-05.

### Attachments:

- October 20, 2021, Minute Order formalizing annual distribution of LTF reserves
- Resolution No. 2024-05
- FY22-23 LTF Trust account transactions report

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION  
RESOLUTION No. 2024-05**

**A RESOLUTION APPORTIONING AND ALLOCATING LOCAL  
TRANSPORTATION RESERVE FUNDS FOR THE FISCAL  
YEAR 2023-2024**

**WHEREAS** the Inyo County Local Transportation Commission (ICLTC) is the designated transportation planning agency pursuant to Government Code Section 29535 and by action of the Secretary of Business, Transportation and Housing, and, as such, has the responsibility to apportion and allocate Local Transportation Funds (LTF); and

**WHEREAS** the Transportation Development Act (TDA) claimants have submitted claims for Fiscal Year 2023-2024 TDA funds pursuant to Article 4.5 and Article 8 of the California Public Utilities Code; and

**WHEREAS**, ICLTC has analyzed the claims and determined that the claims conform to the provisions of the TDA including the provision of PUC 99275.5.

**WHEREAS**, on October 20, 2021, The ICLTC approved Resolution No. 2021-13, formalizing the annual distribution of LTF reserves of prior year year-end balance less 30% of the current year's allocation, and

**WHEREAS**, it is determined that **\$274,096** of ICLTC-administered reserve balance will be available for distribution in fiscal year 2023-2024; and

**WHEREAS**, the following disbursements will be made; **\$27,410** of LTF will be committed to administration per Section 99233.1., **\$15,000** will be committed to the FY24-25 Triennial Performance audit of the ICLTC, and in accordance with Section 99233.3 of the Transportation Development Act, 2% of the remaining LTF, or **\$4,634**, will be "set-aside" for bicycle and pedestrian facilities. The ICLTC will distribute the remainder of LTF reserve funds in FY 2023-2024 in the amount of **\$227,052** to ESTA, and

**NOW, THEREFORE BE IT RESOLVED** that the Inyo County Local Transportation Commission does hereby apportion and allocate LTF Reserve funds in fiscal year 2023-2024 as follows:

1. **\$27,410** for LTC administration,
2. **\$15,000** for the ICLTC triennial performance audit
3. **\$4,634** or 2% of remaining LTF moneys for bicycle and pedestrian "set-aside" to be used anywhere in the County and/or City, Public Utilities Code 99233.3,
4. **\$227,052** of remaining LTF apportioned and allocated to the Eastern Sierra Transit Authority for operating costs in Inyo County and the City of Bishop.

**BE IT FURTHER RESOLVED** that this action is taken in conformance with the Inyo County Regional Transportation Plan (RTP) and with the Commission’s earlier action defining current “Unmet Needs” and that are “Reasonable to Meet.”

Passed and adopted this 19th day of June 2024, by the following vote

Ayes:  
Noes:  
Abstain:  
Absent:

---

Celeste Berg, Chair  
Inyo County Local Transportation Commission

Attest:

---

Tina Chinzi, Secretary  
Inyo County Local Transportation Commission

SELECT BUDGET UNIT: 504602

Sort ORDER: OBJECT within BUDUNIT

Ly	BUDGET UNIT	Primary Ref	Transaction Description	SS Ref	Date	Job No	Debit	Credit	NET
GL	504602-1000	YEAREND	1. Balance Forward 2021-2022	JE	07/01/22	03610224	655,915.61	0.00	655,915.61
GL	504602-1000	TTLCR	Set:S220726001RHURRT	CR	07/26/22	03217198	118,129.60	0.00	774,045.21
GL	504602-1000	INTRCBL	AutoID: JA22510C Job:	JE	08/10/22	03229291	84.38	0.00	774,129.59
GL	504602-1000	TTLCR	AutoID: CC22829A Job:	CR	08/29/22	03243124	103,606.20	0.00	877,735.79
GL	504602-1000	JE42564	AutoID: JM22906A Job:	JE	09/06/22	03247290	0.00	71,705.42	806,030.37
GL	504602-1000	TTLCR	AutoID: CM22927A Job:	CR	09/27/22	03260976	89,913.31	0.00	895,943.68
GL	504602-1000	INTEREST	AutoID: JH22N08Z Job:	JE	09/30/22	03286745	1,050.14	0.00	896,993.82
GL	504602-1000	JE42791	AutoID: JC22C11A Job:	JE	10/11/22	03269632	0.00	388,274.00	508,719.82
GL	504602-1000	JE42792	AutoID: JC22C11A Job:	JE	10/11/22	03269632	0.00	71,705.42	437,014.40
GL	504602-1000	TTLCR	AutoID: CM22C25A Job:	CR	11/25/22	03278338	105,472.18	0.00	542,486.58
GL	504602-1000	JE43062	AutoID: JS22N17C Job:	JE	11/17/22	03291913	0.00	71,705.42	470,781.16
GL	504602-1000	TTLCR	AutoID: CM22N30A Job:	CR	11/30/22	03298413	101,242.05	0.00	572,023.21
GL	504602-1000	JE43187	AutoID: JS22D02C Job:	JE	12/02/22	03300292	0.00	74,345.00	497,678.21
GL	504602-1000	JE43233	AutoID: JS22D07B Job:	JE	12/08/22	03303344	0.00	7,918.74	489,759.47
GL	504602-1000	TTLCR	AutoID: CM22D28A Job:	CR	12/28/22	03315171	101,571.48	0.00	591,330.95
GL	504602-1000	JE43425	AutoID: JS23106A Job:	JE	01/06/23	03320515	0.00	74,345.00	516,985.95
GL	504602-1000	TTLCR	AutoID: CS23152A Job:	CR	01/25/23	03334582	90,344.57	0.00	607,330.52
GL	504602-1000	JE43870	AutoID: JS23303A Job:	CR	02/27/23	03353139	113,670.44	0.00	721,000.96
GL	504602-1000	JE43871	AutoID: JS23303A Job:	CR	03/03/23	03356555	0.00	74,345.00	646,655.96
GL	504602-1000	TTLCR	AutoID: CS23324A Job:	CR	03/24/23	03370181	79,352.78	0.00	572,310.96
GL	504602-1000	INTEREST	AutoID: JH23324A Job:	JE	03/31/23	03377167	1,266.99	0.00	651,663.74
GL	504602-1000	TTLCR	AutoID: JH23420A Job:	CR	04/20/23	03389465	1,485.34	0.00	652,930.73
GL	504602-1000	INTEREST	AutoID: CC23425A Job:	CR	04/25/23	03392687	84,708.89	0.00	654,416.07
GL	504602-1000	JE44399	AutoID: JC23517C Job:	JE	05/17/23	03408250	0.00	74,345.00	664,779.96
GL	504602-1000	JE44400	AutoID: JC23517C Job:	JE	05/17/23	03408250	0.00	590,434.96	664,779.96
GL	504602-1000	TTLCR	AutoID: CM23601A Job:	CR	05/31/23	03417791	106,511.56	0.00	696,946.52
GL	504602-1000	JE44557	AutoID: JS23612A Job:	JE	06/12/23	03424922	0.00	74,345.00	622,601.52
GL	504602-1000	JA22158	AutoID: JM23811C Job:	CR	06/25/23	03472209	0.00	74,345.00	548,256.52
GL	504602-1000	JA22072	AutoID: JM23728D Job:	JE	06/25/23	03479946	0.00	74,345.00	473,911.52
GL	504602-1000	JA22317	AutoID: JP2321 Job:	JE	06/25/23	03573953	54,838.00	0.00	528,749.52
GL	504602-1000	TTLCR	AutoID: CS23627A Job:	CR	06/27/23	03436830	82,276.12	0.00	611,025.64
GL	504602-1000	*****Total *OBJT	CLAIM ON CASH	DR			1,891,439.64	1,280,414.00	611,025.64
GL	504602-1100	TTLAR	AutoID: AS23829A Job:	AR	06/25/23	03482379	108,941.00	0.00	108,941.00
GL	504602-1100	JA22347	RECLASS ACCT RECEIVABLE	JE	06/25/23	03618238	0.00	108,941.00	0.00
GL	504602-1100	*****Total *OBJT	ACCOUNTS RECEIVABLE	DR			108,941.00	108,941.00	0.00
GL	504602-1105	YEAREND	1. Balance Forward 2021-2022	JE	07/01/22	03610224	118,129.60	0.00	118,129.60
GL	504602-1105	TTLCR	Set:S220726001RHURRT	CR	07/26/22	03217198	0.00	118,129.60	0.00
GL	504602-1105	TTLAR	AutoID: AM23725A Job:	AR	06/25/23	03457803	123,279.58	0.00	123,279.58
GL	504602-1105	JA22225	AR140514 0811723 1/4% SALES TAX	JE	06/25/23	03507143	0.00	108,941.00	14,338.58
GL	504602-1105	JA22347	RECLASS ACCT RECEIVABLE	JE	06/25/23	03618238	108,941.00	0.00	123,279.58
GL	504602-1105	*****Total *OBJT	DUE FROM OTHER GOVERNMENTS	DR			350,350.18	227,070.60	123,279.58
GL	504602-1160	YEAREND	1. Balance Forward 2021-2022	JE	07/01/22	03610224	84.38	0.00	84.38
GL	504602-1160	INTRCBL	4th QTR INTEREST RVRS	JE	08/10/22	03229291	0.00	84.38	0.00
GL	504602-1160	INTRCBL	4th QTR INTEREST	JE	06/30/23	03461899	3,158.40	0.00	3,158.40
GL	504602-1160	*****Total *OBJT	INTEREST RECEIVABLE	DR			3,242.78	84.38	3,158.40
GL	504602-3000	YEAREND	1. Balance Forward 2021-2022	JE	07/01/22	03610224	0.00	774,129.59	774,129.59

ye balance  
 611,025.64  
 54,838.00  
 556,187.64

SELECT BUDGET UNIT: 504602  
 SORT ORDER: OBJECT WITHIN BUDDUNIT

Ig BUDGET UNIT	Primary Ref	Transaction Description	SS Ref Date	Job No	Debit	Credit	NET
*****Total *OBJT 3000		FUND BALANCE AVAILABLE		CR	0.00	774,129.59	774,129.59
GL 504602-4061	CR133157	081722 1/4% SALES TAX ADV	CR 08/29/22	03243124	0.00	103,606.20	103,606.20
GL 504602-4061	CR133682	JUN22 LTF ALLOC I#220701-01-R	CR 09/27/22	03260976	0.00	89,913.31	193,519.51
GL 504602-4061	CR13182	100722 1/4% SALES TAX ADV	CR 10/25/22	03278338	0.00	105,472.18	298,991.69
GL 504602-4061	CR134836	111622 1/4% SALES TAX ADV	CR 11/30/22	03298413	0.00	101,242.05	400,233.74
GL 504602-4061	CR135403	120922 1/4% SALES TAX ADV	CR 12/28/22	03315171	0.00	101,571.48	501,805.22
GL 504602-4061	CR135960	01/06/23 1/4% SALES TAX ADV	CR 01/25/23	03345882	0.00	90,344.57	592,149.79
GL 504602-4061	CR136635	022723 1/4% SALES TAX ADV	CR 02/27/23	03353139	0.00	113,670.44	705,820.23
GL 504602-4061	CR137171	03/10/23 1/4% SALES TAX ADV	CR 03/24/23	03370181	0.00	79,352.78	785,173.01
GL 504602-4061	CR137810	04/07/23 1/4% STAX ADV	CR 04/25/23	03392687	0.00	84,708.89	869,881.90
GL 504602-4061	CR138600	051823 1/4% SALES TAX ADV	CR 05/31/23	03417791	0.00	106,511.56	976,393.46
GL 504602-4061	TTLR	AutoId: AM23725A Job: 3457803	AR 06/25/23	03457803	0.00	123,279.58	1,099,673.04
GL 504602-4061	JTL222	AutoId: AS23829A Job: 3482379	AR 06/25/23	03482379	0.00	108,941.00	1,208,614.04
GL 504602-4061	JTA22225	ARI40514 081723 1/4% SALES TAX	CR 06/25/23	03507113	108,941.00	0.00	1,099,673.04
GL 504602-4061	CR139107	CASH RECEIPTS 06/09/23 1/4% SA	CR 06/27/23	03436830	0.00	82,276.12	1,181,949.16
*****Total *OBJT 4061		LOCAL TRANSPORTATION TAX		CR	108,941.00	1,290,890.16	1,181,949.16
GL 504602-4301	INTEREST	1ST QRT 22/23 INTEREST	JE 09/30/22	03286745	0.00	1,050.14	1,050.14
GL 504602-4301	INTEREST	2ND QTR 22/23 INTEREST	JE 03/31/23	03377167	0.00	1,266.99	2,317.13
GL 504602-4301	INTEREST	3RD QTR 22/23 INTEREST	JE 04/20/23	03389465	0.00	1,485.34	3,802.47
GL 504602-4301	INTRBL	4th QTR INTEREST	JE 06/30/23	03461899	0.00	3,158.40	6,960.87
*****Total *OBJT 4301		INTEREST FROM TREASURY		CR	0.00	6,960.87	6,960.87
GL 504602-4999	JAZ2217	PRIOR YEARS REIMBURSEMENTS	JE 06/25/23	03573953	0.00	54,838.00	54,838.00
*****Total *OBJT 4999				CR	0.00	54,838.00	54,838.00
GL 504602-5539	JE42564	JUN22 LTF ALLOC I#220701-01-R	JE 09/06/22	03247290	1,260.25	0.00	1,260.25
GL 504602-5539	JE42564	JUN22 LTF ALLOC I#220701-01-R	JE 09/06/22	03247290	7,434.50	0.00	8,694.75
GL 504602-5539	JE42564	JUN22 LTF ALLOC I#220701-01-R	JE 09/06/22	03247290	1,260.25	0.00	9,955.00
GL 504602-5539	JE42791	OCT22 LTF RES. RES#2022-10	JE 10/11/22	03269632	61,750.42	0.00	71,705.42
GL 504602-5539	JE42791	OCT22 LTF RES. RES#2022-10	JE 10/11/22	03269632	6,989.00	0.00	78,694.42
GL 504602-5539	JE42791	OCT22 LTF RES. RES#2022-10	JE 10/11/22	03269632	38,827.00	0.00	117,521.42
GL 504602-5539	JE42792	AUG22 LTF ALLOC I#220801-01-R	JE 10/11/22	03269632	342,458.00	0.00	459,979.42
GL 504602-5539	JE42792	AUG22 LTF ALLOC I#220801-01-R	JE 10/11/22	03269632	1,260.25	0.00	461,239.67
GL 504602-5539	JE42792	AUG22 LTF ALLOC I#220801-01-R	JE 10/11/22	03269632	7,434.50	0.00	468,674.17
GL 504602-5539	JE42792	AUG22 LTF ALLOC I#220801-01-R	JE 10/11/22	03269632	1,260.25	0.00	469,934.42
GL 504602-5539	JE43062	AUG22 LTF ALLOC I#220801-01-R	JE 10/11/22	03291913	61,750.42	0.00	531,684.84
GL 504602-5539	JE43062	AUG22 LTF ALLOC I#220801-01-R	JE 11/17/22	03291913	1,260.25	0.00	532,945.09
GL 504602-5539	JE43062	AUG22 LTF ALLOC I#220801-01-R	JE 11/17/22	03291913	7,434.50	0.00	540,379.59
GL 504602-5539	JE43062	AUG22 LTF ALLOC I#220801-01-R	JE 11/17/22	03291913	1,260.25	0.00	541,639.84
GL 504602-5539	JE43062	AUG22 LTF ALLOC I#220801-01-R	JE 11/17/22	03291913	61,750.42	0.00	603,390.26
GL 504602-5539	JE43187	OCT22 LTF ALLOCATION	JE 12/02/22	03300292	1,260.25	0.00	604,650.51
GL 504602-5539	JE43187	OCT22 LTF ALLOCATION	JE 12/02/22	03300292	7,434.50	0.00	612,085.01
GL 504602-5539	JE43187	OCT22 LTF ALLOCATION	JE 12/02/22	03300292	3,899.83	0.00	615,984.84
GL 504602-5539	JE43333	JE43062, 42792, 42564 LTF ALLO	JE 12/08/22	03303344	7,918.74	0.00	623,903.58
GL 504602-5539	JE43425	I#221101-01 NOV22 LTF ALLOCATI	JE 01/06/23	03320515	1,260.25	0.00	625,163.83
GL 504602-5539	JE43425	I#221101-01 NOV22 LTF ALLOCATI	JE 01/06/23	03320515	7,434.50	0.00	632,598.33
GL 504602-5539	JE43425	I#221101-01 NOV22 LTF ALLOCATI	JE 01/06/23	03320515	3,899.83	0.00	636,498.16
GL 504602-5539	JE43425	I#221101-01 NOV22 LTF ALLOCATI	JE 01/06/23	03320515	61,750.42	0.00	698,248.58
GL 504602-5539	JE43425	I#221101-01 NOV22 LTF ALLOCATI	JE 01/06/23	03320515	0.00	0.00	698,248.58

*Prior year*

SELECT BUDGET UNIT: 504602

Ly BUDGET UNIT	Primary Ref	Transaction Description	SS Ref Date	Job No	Debit	Credit	NET
GL 504602-5539	JE43870	I# 230101-01 JAN23 LTF ALLOCAT	JE 03/03/23	0336555	1,260.25	0.00	761,259.25
GL 504602-5539	JE43870	I# 230101-01 JAN23 LTF ALLOCAT	JE 03/03/23	0336555	7,434.50	0.00	768,693.75
GL 504602-5539	JE43870	I# 230101-01 JAN23 LTF ALLOCAT	JE 03/03/23	0336555	3,899.83	0.00	772,593.58
GL 504602-5539	JE43870	I# 230101-01 JAN23 LTF ALLOCAT	JE 03/03/23	0336555	61,750.42	0.00	834,344.00
GL 504602-5539	JE43871	I#221201-01 DEC22 LTF ALLOCATE	JE 03/03/23	0336555	1,260.25	0.00	835,604.25
GL 504602-5539	JE43871	I#221201-01 DEC22 LTF ALLOCATE	JE 03/03/23	0336555	7,434.50	0.00	843,038.75
GL 504602-5539	JE43871	I#221201-01 DEC22 LTF ALLOCATE	JE 03/03/23	0336555	3,899.83	0.00	846,938.58
GL 504602-5539	JE43871	I#221201-01 DEC22 LTF ALLOCATE	JE 03/03/23	0336555	61,750.42	0.00	908,689.00
GL 504602-5539	JE44399	MAR23 LTF I#230302-01	JE 05/17/23	03408250	1,260.25	0.00	909,949.25
GL 504602-5539	JE44399	MAR23 LTF I#230302-01	JE 05/17/23	03408250	7,434.50	0.00	917,383.75
GL 504602-5539	JE44399	MAR23 LTF I#230302-01	JE 05/17/23	03408250	3,899.83	0.00	921,283.58
GL 504602-5539	JE44399	MAR23 LTF I#230302-01	JE 05/17/23	03408250	61,750.42	0.00	983,034.00
GL 504602-5539	JE44400	FEB23 LTF I#230201-01	JE 05/17/23	03408250	1,260.25	0.00	984,294.25
GL 504602-5539	JE44400	FEB23 LTF I#230201-01	JE 05/17/23	03408250	7,434.50	0.00	991,728.75
GL 504602-5539	JE44400	FEB23 LTF I#230201-01	JE 05/17/23	03408250	3,899.83	0.00	995,628.58
GL 504602-5539	JE44400	FEB23 LTF I#230201-01	JE 05/17/23	03408250	61,750.42	0.00	1,057,379.00
GL 504602-5539	JE44557	APR23 LTF I#230401-01	JE 06/12/23	03424922	1,260.25	0.00	1,058,639.25
GL 504602-5539	JE44557	APR23 LTF I#230401-01	JE 06/12/23	03424922	7,434.50	0.00	1,066,073.75
GL 504602-5539	JE44557	APR23 LTF I#230401-01	JE 06/12/23	03424922	3,899.83	0.00	1,069,973.58
GL 504602-5539	JE44557	APR23 LTF I#230401-01	JE 06/12/23	03424922	61,750.42	0.00	1,131,724.00
GL 504602-5539	JA22158	JUN23 LTF I#230601-01	JE 06/25/23	03472209	1,260.25	0.00	1,132,984.25
GL 504602-5539	JA22158	JUN23 LTF I#230601-01	JE 06/25/23	03472209	7,434.50	0.00	1,140,418.75
GL 504602-5539	JA22158	JUN23 LTF I#230601-01	JE 06/25/23	03472209	3,899.83	0.00	1,144,318.58
GL 504602-5539	JA22158	JUN23 LTF I#230601-01	JE 06/25/23	03472209	61,750.42	0.00	1,206,069.00
GL 504602-5539	JA22072	I#230501-01 MAY23 LTF	JE 06/25/23	03479946	1,260.25	0.00	1,207,329.25
GL 504602-5539	JA22072	I#230501-01 MAY23 LTF	JE 06/25/23	03479946	7,434.50	0.00	1,214,763.75
GL 504602-5539	JA22072	I#230501-01 MAY23 LTF	JE 06/25/23	03479946	3,899.83	0.00	1,218,663.58
GL 504602-5539	JA22072	I#230501-01 MAY23 LTF	JE 06/25/23	03479946	61,750.42	0.00	1,280,414.00
*****Total *OBJT 5539		OTHER AGENCY CONTRIBUTIONS		DR	1,280,414.00	0.00	1,280,414.00
*****Total *BUDG 504602		LOCAL TRANSPORTATION TRUST		DR-CR	3,743,328.60	3,743,328.60	0.00

\*\* G R A N D T O T A L \*\* DR-CR 3,743,328.60 3,743,328.60 0.00



**INYO COUNTY  
LOCAL TRANSPORTATION COMMISSION**



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante  
Executive Director

**MINUTE ORDER**

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION**

**I HEREBY CERTIFY** that at a meeting of the Inyo County Local Transportation Commission on October 20, 2021 via a zoom meeting, an order was duly made and entered as follows:

**Request your Commission formalize, by Minute Order, the Transportation Development Act Local Transportation Fund 30% reserve target.**

**Moved by Commissioner Celeste Berg and seconded by  
Commissioner Jennifer Roeser**

**Motion passed 6-0**

**ATTEST: 0**

---

Michael Errante, Executive Director



## Action Item No. 5

Resolution No 2024-06 RSTP Exchange



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q  
INDEPENDENCE, CA 93526  
PHONE: (760) 878-0201  
FAX: (760) 878-2001

Michael Errante  
Executive Director

## STAFF REPORT

**MEETING:** June 19, 2024

**PREPARED BY:** Justine Kokx, Transportation Planner

**SUBJECT:** Regional Surface Transportation Program Federal Exchange Program for FY 2023/2024

---

### **Recommended Action**

Approve Resolution No. 2024-06 which memorializes the following actions:

1. The FY 2023/2024 Federal Apportionment Exchange Program and State Match Program Agreement, Agreement No. X24-6134(038) with the California Department of Transportation in the amount of \$175,842.
2. Allocate the funds to the City of Bishop and Inyo County
3. Authorize the Executive Director to sign the Agreement.

### **SUMMARY DISCUSSION:**

Section 182.6 of the Streets and Highways Code allows counties of less than 200,000 people to exchange Regional Surface Transportation Programs (RSTP) Federal funds provided under the "Fixing America's Surface Transportation" (FAST) act for unrestricted State Highway Account funds. In addition, Section 182.9 of the Streets and Highways Code requires the allocation of unobligated State Matching moneys from the State Highway Account to counties choosing to exchange their Federal funds. The State funds are not restricted, whereas the Federal funds are restricted to work on roads that have a federal designation (otherwise known as "On-System" Roads). Consequently, the exchange for State funds allows the County and City a greater degree of discretion and flexibility in how the funds are spent on maintenance of County and City roads.

In order to streamline the exchange of funds, Caltrans offers the exchange directly to eligible counties and Regional Transportation Planning Agencies and prepares the Fund Exchange Agreement in advance.

Annually, this agreement is usually received during the fourth quarter of the current County fiscal year, and it normally takes somewhere between four and six months to complete processing of the agreement and invoice and to receive actual payment of the RSTP funds. As a result, the funds are usually received during the following fiscal year. The City and County should budget the 2023/2024 funds for expenditure during the 2024/2025 fiscal year.

**Apportionment to LTC**

RSTP funds are allocated by the State based on two formulas set forth under Section 182.6(d)(1) and (d)(2) of the Streets and Highways Code. The 182.6(d)(2) funds are allocated to County Road / Public Works Department in a population adjusted amount not less than 110% of the 1991 apportionment. The additional 182.6(d)(1) funds that we are currently discussing are to be distributed by the Local Transportation Commission.

**LTC Apportionment to City and County**

The table below shows options for the apportionment of the funds to the City and the County. In the last several years the LTC allocated the funds to the City and County via a population-based formula. The three options for the allocation of these funds are included for reference.

Regional Surface Transportation Program Apportionment Option							
Option 1 - Population based				Option 2 - lane miles based			Option 3 -Average of 1 & 2
Agency	Population (2020 Census)	Percent	Amount	Federal Aid Routes	Percent	Amount	Average of Previous Two Amounts
City of Bishop	3,804	20%	\$35,168	5.5 miles	1.50%	\$2,638	\$18,903
County of Inyo	15,212	80%	\$140,674	358.2 miles	98.50%	\$173,204	\$156,939
Total	19,016	100%	\$175,842	363.7	100%	\$175,842	\$175,842

Other transportation planning agencies allocate the funds via a variety of ways. Since the funding is specifically related to Federal Aid Routes, some comparable jurisdictions base their RSTP allocations on the relative percentage of Federal Aid Routes. El Dorado County Transportation Commission doubles the amount of funds going to Placerville due to a “County seat offset” where a high percentage of the County’s traffic is funneled into Placerville. This would be similar to the City of Bishop’s position. Some jurisdictions allocate the funds to specific projects. Other jurisdictions calculate the allocation to smaller entities by averaging the Federal Aid Route proportion with the population percentage. Another factor is the relatively small amount of funds the City of Bishop is receiving if solely population based. It is for this reason that staff would recommend allocating the funds based on the relative population (Option No. 1) between the City of Bishop and the County.

Each agency is required by the RSTP Exchange agreement to establish a special account for the purposes of depositing all RSTP Exchange funds in their budget a) for cities within their Special Gas Tax Streets Improvement Fund and b) for counties within their County Road Fund.

**ALTERNATIVES:**

The Commission could use another allocation formula.

**OTHER AGENCY INVOLVEMENT:**

Caltrans will process the Agreement and make payment of the funds.

Attachments:

- Draft Resolution No. 2024-06
- FY 2023/2024 Federal Apportionment Exchange Program and State Match Program Agreement, No. X24-6134(038)

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION  
RESOLUTION No. 2024-06**

**A RESOLUTION APPORTIONING AND ALLOCATING  
REGIONAL SURFACE TRANSPORTATION PROGRAM FUNDS  
FOR THE FISCAL YEAR 2023-2024**

**WHEREAS**, the Inyo County Local Transportation Commission (ICLTC) is the designated transportation planning agency pursuant to Government Code Sections 29532 and 29535, and by action of the Secretary of Business, Transportation and Housing, and, as such, has the responsibility to allocate Regional Surface Transportation Program funds (RSTP); and

**WHEREAS**, the California Department of Transportation provides the option to the ICLTC to participate in the RSTP Federal Exchange Program for FY 2023-2024; and

**WHEREAS**, the California Department of Transportation has allocated **\$175,842** of RSTP funds to the ICLTC to be allocated to eligible local jurisdictions; and

**WHEREAS**, based on the 2020 census population for Inyo County where 80% of the County resides in unincorporated parts of the County and 20% of the residents reside in the City of Bishop, the following disbursements will be made, **\$35,168** of RSTP funds will be apportioned to the City of Bishop and **\$140,674** will be apportioned to the County of Inyo.

**NOW, THEREFORE BE IN RESOLVED** that the Inyo County Local Transportation Commission approves the following:

1. The FY 2023-2024 RSTP Federal Exchange Program and State Match Program Agreement, No. X24-6134(038) with the California Department of Transportation in the amount of **\$175,842**.
2. **\$140,674** of RSTP funds are allocated to the County of Inyo and **\$35,168** are allocated to the City of Bishop.
3. The Executive Director is authorized to execute this agreement.

Passed and adopted this 19th day of June 2024, by the following vote: Ayes:

Noes:

Abstain:

Absent:

---

Michael Errante, Executive Director, ICLTC

Attest:

---

Tina Chinzi, Secretary, ICLTC

FEDERAL APPORTIONMENT EXCHANGE PROGRAM  
CALIFORNIA DEPARTMENT OF TRANSPORTATION  
REGIONAL TRANSPORTATION PLANNING AGENCY

District: 09  
Agency: Inyo County Transportation Commission

Agreement No. X24-6134(038)  
AMS Adv ID:0924000056

THIS AGREEMENT is made on \_\_\_\_\_, by Inyo County Transportation Commission, a Regional Transportation Planning Agency (RTPA) designated under Section 29532 of the California Government Code, and the State of California, acting by and through the Department of Transportation (STATE).

WHEREAS, RTPA desires to assign RTPA's portion of federal apportionments made available to STATE for allocation to transportation projects in accordance with Section 182.6 of the Streets and Highways Code (Regional Surface Transportation Program/Regional Surface Transportation Block Grant Program [RSTP/RSTBGP] funds) in exchange for nonfederal State Highway Account funds:

NOW, THEREFORE, the parties agree as follows:

1. As authorized by Section 182.6(g) of the Streets and Highways Code, RTPA agrees to assign to STATE the following portion of its estimated annual RSTP/RSTBGP apportionment:

\$175,842.00 for Fiscal Year 2023/2024

The above referenced portion of RTPA's estimated annual RSTP/RSTBGP apportionment is equal to the estimated total RSTP/RSTBGP apportionment less (a) the estimated minimum annual RSTP/RSTBGP apportionment set for the County under Section 182.6(d)(2) of the Streets and Highways Code, (b) any Federal apportionments already obligated for projects not chargeable to said County's annual RSTP/RSTBGP minimum apportionment, and (c) those RSTP/RSTBGP apportionments RTPA has chosen to retain for future obligation.

2. RTPA agrees the exchange for County's estimated annual RSTP/RSTBGP minimum apportionment under Section 182.6(d)(2) of the Streets and Highways Code will be paid by STATE directly to Inyo County.


---

For Caltrans Use Only

---

I hereby Certify upon my own personal knowledge that budgeted funds are available for this encumbrance

---

Accounting Officer	Date	\$
	3/20/2024	175,842.00

---

3. Subject to the availability of STATE funds following the receipt of an RTPA invoice evidencing RTPA's assignment of those estimated RSTP/RSTBGP funds under Section 1 to STATE, STATE agrees to pay to RTPA an amount not to exceed \$175,842.00 of non-federal exchange funds ("Funds") that equals the sum of the estimated RSTP/RSTBGP apportionment assigned to State in Section 1 above.

4. RTPA agrees to allocate all of these Funds only for those projects implemented by cities, counties, and other public transportation agencies as are authorized under Article XIX of the California State Constitution, in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highways Code.

5. RTPA agrees to provide to STATE annually by each August 1 a list of all local project sponsors allocated Funds in the preceding fiscal year and the amounts allocated to each sponsor.

6. RTPA agrees to require project sponsors receiving those Funds provided under this AGREEMENT to establish a special account for the purpose of depositing therein all payments received from RTPA pursuant to this Agreement: (a) for cities within their Special Gas Tax Street Improvement Fund, (b) for counties, within their County Road Fund, and (c) for all other sponsors, a separate account.

7. RTPA agrees, in the event a project sponsor fails to use Funds received hereunder in accordance with the terms of this AGREEMENT, to require that project sponsor to return those exchange Funds to RTPA for credit to the account established under Section 6 above. In the event of any such requirement by STATE, RTPA shall provide written verification to STATE that the requested corrective action has been taken.

8. STATE reserves the right to reduce the STATE Funds payment required hereunder to offset such additional obligations by the RTPA or any of its sponsoring agencies against any RSTP/RSTBGP federal apportionments as are chargeable to, but not included in, the assignment made under Section 1 above.

#### 9. COST PRINCIPLES

A) RTPA agrees to comply with, and require all project sponsors to comply with Office of Management and Budget Supercircular 2 CFR 200, Cost Principles for State and Local Government and the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

B) RTPA will assure that its fund recipients will be obligated to agree that (A) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, Et Seq., shall be used to determine the allowability of individual project cost items and (B) Those parties shall comply with Federal Administrative Procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements To State And Local Governments. Every sub-recipient receiving funds as a contractor or sub-contractor under this agreement shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

C) Any fund expenditures for costs for which RTPA has received payment or credit that are determined by subsequent audit to be unallowable under Office of Management and Budget Supercircular 2 CFR 200 are subject to repayment by RTPA to STATE. Should RTPA fail to reimburse fund moneys due STATE within 30 days of demand, or within such other period as may be agreed in writing between the parties, hereto, STATE is authorized to intercept and withhold future payments due RTPA and STATE or any third-party source, including but not limited to, the State Treasurer, The State Controller and the CTC. The implementation of the Supercircular will cancel 49 Cfr Part 18.

#### 10. THIRD PARTY CONTRACTING

A) RTPA shall not award a construction contract over \$10,000 or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of STATE.

B) Any subcontract or agreement entered into by RTPA as a result of disbursing Funds received pursuant to this AGREEMENT shall contain all of the fiscal provisions of this Agreement; and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors.

C) In addition to the above, the preaward requirements of third party contractor/consultants with RTPA should be consistent with Local Program Procedures as published by STATE.

#### 11. ACCOUNTING SYSTEM

RTPA, its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate Fund expenditures by line item. The accounting system of RTPA, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices.

#### 12. RIGHT TO AUDIT

For the purpose of determining compliance with this AGREEMENT and other matters connected with the performance of RTPA's contracts with third parties, RTPA, RTPA's contractors and subcontractors and STATE shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times for three years from the date of final payment of Funds to RTPA. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent for audits, examinations, excerpts, and transactions, and RTPA shall furnish copies thereof if requested.



13. TRAVEL AND SUBSISTENCE

Payments to only RTPA for travel and subsistence expenses of RTPA forces and its subcontractors claimed for reimbursement or applied as local match credit shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules.

If the rates invoiced are in excess of those authorized DPA rates, then RTPA is responsible for the cost difference and any overpayments shall be reimbursed to STATE on demand.

STATE OF CALIFORNIA  
Department of Transportation

Inyo County Transportation Commission

By: \_\_\_\_\_

Office of Project Management Oversight  
Division of Local Assistance

Date: \_\_\_\_\_

By: \_\_\_\_\_

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

Date: \_\_\_\_\_

# Informational Item No. 6

Q3 RPA invoice/OWP Report

**Name of Agency: Inyo County Local Transportation Commission**  
**Address: PO Drawer Q, 168 N. Edwards St., Independence, CA 93526**

**Request for Reimbursement (RFR)**

**Agency Invoice #:** 3                      **MFTA:** 74A0790                      **Fiscal Year:** 2023-2024  
**Period of Reimbursement:**    **Start Date:** 1/1/2024                      **End Date:** 3/31/2024

I certify that I am a duly authorized representative of the above referenced Regional Transportation Planning Agency (RTPA) and the request for reimbursement is consistent with the terms of the Master Fund Transfer Agreement (MFTA) expiring December 31, 2024, entered into between the RTPA and the State of California, Department of Transportation. The reimbursement request is for eligible work completed in accordance with the above mentioned FY's approved Overall Work Program (OWP). **By signing this RFR, the RTPA certifies that all State and Federal matching requirements have been met.**

LOCAL AGENCY Use Only						
<u>Current Fiscal Year</u> Reimbursement Breakdown. This portion must be completed by local agency to receive reimbursement.						
Funding Source	Minimum Required Match %	State OWP/A Approved Amount	State Reimbursable Amount	Match Amount	State Amount Previously Invoiced	State Balance
RPA	0.00%	\$ 255,509.29	\$ 37,236.56		\$ 130,692.43	\$ 87,580.30
RPA Grant	0.00%					\$ -
SHA	11.47%					\$ -
SB1 Competitive	11.47%	\$ 227,611.00		\$ 1,782.06		\$ 227,611.00
Adaptation	11.47%					\$ -
Total Approved Amt per Amend #		\$ 483,120.29				
<b>Current Invoice Amount</b>			<b>\$ 37,236.56</b>			
Inyo County LTC, Michael Errante, Executive Director				_____		Date
<b>LOCAL AGENCY</b> Name & Title (please print)				Signature		

Caltrans DISTRICT Use Only		
I certify that I am duly authorized by the Department of Transportation to approve payment to the RTPA. The RTPA has an approved Overall Work Program and the request for reimbursement is consistent with the Master Fund Transfer Agreement between the State of California, Department of Transportation and the RTPA. This authorization to pay acknowledges receipt of services billed.		
Michael Errante Executive Director, ICLTC	_____	5/14/2024
<b>District</b> Name & Title (please print)	Signature	Date

Caltrans HQs Use Only				
<b>Amount:</b>	<b>L#:</b>	<b>Project ID#:</b>	<b>Contract #:</b>	<b>RC#:</b>

**Inyo Local Transportation Commission**  
**QUARTER 3 OF THE 2023-2024 OVERALL WORK PLAN (OWP)**

**Work Element**

**100.1 Compliance and Oversight:**

The principal activity conducted in this work element is the documentation of planning-related activities, and the support and maintenance of services required to implement the transportation planning programs and processes. This includes, preparing agendas, attend monthly meetings, completing minutes and updating the ICLTC website (<https://www.inyocounty.us/services/public-works/inyo-county-local-transportation-commission>). During the 3rd quarter of FY23-24, Inyo LTC held two regular Commission meetings in October and November. The meetings were conducted in person with a Zoom/virtual option. Staff supplied needed documents to Price & Paige for the preparation of the FY21-22 fiscal audit. Reviewed and commented on draft audit report. Final report signed by Executive Director in March.

**110.1 Overall Work Program (OWP):**

Staff prepared Quarter 2 quarterly report and RPA invoice.

**200.1 Regional Transportation Improvement Program (RTIP):**

Monitored the CTC staff recommendations and STIP hearings up to the adoption of the final STIP.

**300.1 Administer Transit:**

Administered and allocated Local Transportation Funds and State Transit Assistance. This is an on-going activity, including the periodic review of transit route performance reports and Transit funding. This element includes monitoring Eastern Sierra Transit Authority (ESTA), a Transportation Development Act (TDA) claimant. December through February monthly LTF, and quarterly STA and SGR distributions were made according to current year Resolutions. Working with County auditor, prepared the annual TDA claim estimate and provided it to ESTA. After audit finalized, worked with Caltrans HQ and the SCO to ensure the release of Q1-2 STA funds for transit needs.

**310.1 Coordinate Transit Services:**

Focused on optimizing the delivery of transportation services by reviewing opportunities to enhance overall transit performance within funding constraints and mindful of public need. Continuous reporting and coordination with the County and ESTA on the Transit Security Grant program, LTF funding, PTMISEA transit grant, LCTOP and SGR program. Conducted annual SSTAC meeting in February to discuss unmet transit needs and the overall health of the transit system in Inyo County. Two public hearings were held in March and April to gather input on unmet transit needs. The March hearing was held in Bishop, April's was held in Independence.

#### **400.1 Project Development and Monitoring:**

We continually monitor and assist with preliminary development of local projects. Staff have been discussing potential for future grant submittals. LTC staff and Assistant Public Works Director participated in ongoing meetings with LSC to update to the 2015 Active Transportation Plan and RTP. Continued implementation of the Clean California grant program along Lone Pine Main Street. Staff attended Cycle 7 ATP guidelines workshops. Staff conducted multiple community engagement events with the Tecopa community to gather input for a Cycle 7 ATP project.

#### **400.3 Inyo County Electric Vehicle Charging Infrastructure Network Plan (ICEVCINP) – Sustainable Transportation Planning Grant**

**Kick-off meeting:** Participated in Kick-off meeting with Caltrans staff 01/03/2024 for the ICEVCINP. Meeting participants included Justine Kokx, Annelise Quintanar, Michael Casas and Maggie Ritter. Topics discussed included timelines, scope of work, consultant procurement and incorporation of project into the OWP.

**Consultant Procurement:** In January, staff developed the Request For Proposals for the ICEVCINP. Published the RFP on the American Planning Association and on the Local Transportation Commission websites. The RFP was released on February 1, 2024, and ended March 28, 2024. A team of six evaluators comprised of planning, engineering staff and ESTA partners scored seven proposals and selected the highest-ranking consultant. Currently working through the county purchasing process to secure the consultant. Anticipated contract approval and begin date is May 21, 2024, pending Board of Supervisors' approval.

#### **500.1 Coordination and Regional Planning:**

Staff attended Rural Counties Task Force (RCTF) and RTPA meetings. Staff attended Mono County LTC meetings. Held monthly collaboration meetings with Caltrans District 9 Planning staff prior to regular LTC meetings. Continued monitoring the implementation of SB 402, the OHV shared use pilot program. Coordinated with Bishop City staff on funding strategies for RTIP/STIP and ATP projects.

#### **510.1 Regional Transportation Plan:**

The Final 2023 RTP was adopted on November 29, 2023.

#### **600.1 Pavement Management System (PMS)/Geographical Information System (GIS):**

Staff continued seeking strategies to continue in-house pavement management system. Have been experiencing challenges with staff retention which has affected continuity of the program.

#### **700.1 Planning Programming and Monitoring**

Most of these tasks are the same as those in Work Elements 200.1, 400.1, 500.1 and 600.1. PPM just represents a second available source of funding. Work in Quarter 2 included the preparation of multiple Board of Supervisor agenda requests. Attended grant workshops to improve awareness of potential future funding opportunities, including the ATP Cycle 7

grant program. Staff have been updating the Active Transportation Plan, as well as identifying potential viable projects for the next ATP cycle. Also identifying possible future projects for upcoming RTIP and FLAP grant cycles.

**The Quarter 3 OWP Invoice Summary is provided below:**

	Total Q1		Total Q2		Total Q3	% exp To Date	
<b>RPA</b>	\$ 59,775.27	<b>RPA</b>	\$ 70,917.16	<b>RPA</b>	\$ 37,236.56	37%	\$ 167,928.99
<b>LTF</b>	\$ 20,404.80	<b>LTF</b>	\$ 15,764.28	<b>LTF</b>	\$ 13,294.88	53%	\$ 49,463.96
<b>SB1</b>		<b>SB1</b>	\$ -	<b>SB1</b>	\$ 1,782.06	1%	\$ 1,782.06
<b>PPM</b>	\$ 17,590.36	<b>PPM</b>	\$ 9,596.67	<b>PPM</b>	\$ 11,957.77	25%	\$ 39,144.80
<b>Total</b>	\$ 97,770.42	<b>Total</b>	\$ 96,278.12	<b>Total</b>	\$ 64,271.27		\$ 258,319.81

Inyo County Local Transportation Commission 2023-2024 Overall Work Program-RPA <b>3rd Quarter Report</b>
--

Work Element	Work Element Title	% Expended Quarter 3	Scheduled Completion	RPA	Total Expended 3rd Quarter	Total Expended to Date	Balance
100.1	Compliance & Oversight	98%	06/30/24	\$90,000	\$27,873.23	\$88,596.15	\$1,403.85
110.1	Overall Work Program	40%	06/30/24	\$15,000	\$3,351.85	\$6,019.68	\$8,980.32
200.1	RTIP	100%	12/31/23	\$10,000	\$0.00	\$10,000.00	\$0.00
400.1	Local Project Development	57%	06/30/24	\$36,509	-\$47.34	\$20,860.12	\$15,649.17
400.2	Grant Development	100%	06/30/24	\$12,000	\$0.00	\$0.00	\$12,000.00
400.4	Trans. Funding	0%	06/30/24	\$2,000	\$157.97	\$157.97	\$1,842.03
500.1	Coord. and Reg. Planning	100%	06/30/24	\$25,000	\$4,798.95	\$14,410.84	\$10,589.16
510.1	RTP	0%	12/31/23	\$45,000	\$1,101.92	\$27,884.22	\$17,115.78
600.1	PMS/GIS	8%	06/30/24	\$20,000	\$0.00	\$0.00	\$20,000.00
<b>TOTALS</b>				<b>\$255,509</b>	<b>\$37,236.56</b>	<b>\$167,928.99</b>	<b>\$87,580.30</b>

Inyo County Local Transportation Commission  
 2023-2024 Overall Work Program-RPA/LTF/PPM/SB1

3rd Quarter Report  
 0

Work Element	Work Element Title	% Expended Year to Date	Scheduled Completion	RPA	PPM	LTF Transit	SB1-ICEVICNP	Total Expended 3rd Quarter	Total Expended to Date	Balance
100.1	Compliance &	98%	06/30/24	\$90,000				\$27,873.23	\$88,596.15	\$1,403.85
110.1	Overall Work	40%	06/30/24	\$15,000				\$3,351.85	\$6,019.68	\$8,980.32
200.1	RTIP	100%	12/31/23	\$10,000				\$0.00	\$10,000.00	\$0.00
300.1	Administer	52%	06/30/24			\$84,004		\$10,001.18	\$44,062.26	\$39,941.74
310.1	Coordinate	54%	06/30/24			\$10,000		\$3,293.70	\$5,401.70	\$4,598.30
400.1	Local Project	57%	06/30/24	\$36,509				-\$47.34	\$20,860.12	\$15,649.17
400.2	Grant	0%	06/30/24	\$12,000				\$0.00	\$0.00	\$12,000.00
400.3	SB1-ICEVICNP	1%	06/30/26				\$201,500	\$1,782.06	\$1,782.06	\$199,717.94
400.4	Trans. Funding	8%	06/30/24	\$2,000				\$157.97	\$157.97	\$1,842.03
500.1	Coord. and	58%	06/30/24	\$25,000.00				\$4,798.95	\$14,410.84	\$10,589.16
510.1	RTP	62%	12/31/23	\$45,000.00				\$1,101.92	\$27,884.22	\$17,115.78
600.1	PMS/GIS	0%	06/30/24	\$20,000				\$0.00	\$0.00	\$20,000.00
700.1	PPM	25%	06/30/24		\$157,000			\$11,957.77	\$39,144.80	\$117,855.20
<b>TOTALS</b>				\$255,509.29	\$157,000.00	\$94,004.00	\$201,500.00	\$64,271.27	\$258,319.81	\$449,693.48

# Informational Item No. 8

## ESTA Report



## **STAFF REPORT**

Subject: ESTA Executive Director's Report  
Presented by: Phil Moores, Executive Director

### **Staffing**

Bus Operator, Carla Whisler has been faithfully working for ESTA (and its predecessors) for 25 years! She lives in Lone Pine and operates the dial-a-ride there. She does such an outstanding job with the Lone Pine service that it was the first to fully recover ridership after Covid. She is professional and effective at running a service 55 miles from the nearest supervisor or administrative support. She doesn't get passenger complaints, and her attendance and safety records are outstanding.

Please join me in congratulating Carla. Well Done, and thanks for the years of loyal service to our community.

### **Training**

Hiring a driver is expensive! The average time it takes to get a Class B commercial license with endorsements for air brakes and passengers is 209 hours (roughly five weeks). When you add in costs for background checks, drug screens, trainer time, etc. we are looking at \$10,000 each! ESTA once spent tens of thousands of dollars training new drivers every year. This training program resulted in an organizational stunting of experience and employee loyalty. Experienced drivers have fewer accidents and employee loyalty reduces turnover and creates a great culture to work in.

Knowing these facts has guided our decisions and resulted in fewer drivers trained every year and fewer accidents too. As ESTA's reputation as an outstanding organization to work for grows, staffing will become less of a problem. We are currently fully staffed.

### **Vehicles**

We received six new buses for the Highway 395 routes and one new trolley. These buses are the most luxurious ESTA has ever owned and the long trips up and down the highway will be more enjoyable for everyone. The next step in growth for this service would be over-the-road coaches like the big Greyhound buses with under-carriage storage and fifty seats.

We are waiting to hear about our most recent grant application for replacing the Mammoth fleet of heavy-duty buses. We have thirteen of these buses that desperately need replacement. Depending on the results of this application,

we will either use reserves to meet the match on the grant or buy the buses outright. While the prospect of spending millions of dollars of reserves for these vehicles is daunting, it is necessary.



## **Technology**

Our new microtransit software program, Tripspark, will be installed at the Bishop office in July. Other markets like Mammoth and Lone Pine will follow once all the kinks are worked out.

Our website is currently undergoing an overhaul with a new software company called Streamline. The new look and improved website management will allow us to keep the site updated and looking great.

Contactless payment systems are all the rage in public transit. ESTA plans to integrate this payment system as a major project after the Tripspark implementation and website redesign. Installation includes the marriage of software and onboard hardware that allows the use of phones and prepaid cards for fare on the bus.

## **Ridership**

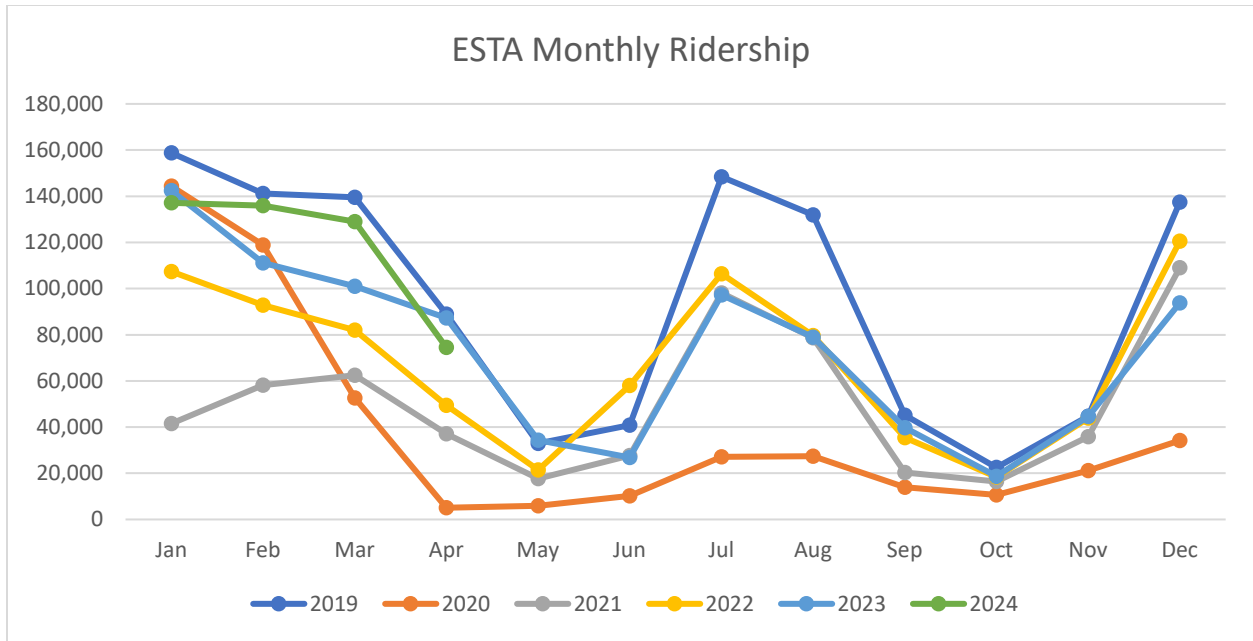
ESTA’s ridership growth is continuing to evolve as the new Saturday Reno route develops into a productive service. **Reno has experienced over an 80% increase in ridership since before Covid!**

There were no significant service cancellations affecting ridership. However, this summer we will see a reduction in ridership because of the limited Reds Meadow Shuttle service.

<b>March Ridership Report</b>								
<b>Route</b>	<b>Pre-Covid 2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Change Current vs. Last year</b>	<b>% Change Current vs Pre-Covid</b>
Benton	22.00	27.00	15.00	0.00	8.00	15.00	7	-32%
Bishop Dial-a-Ride	3,686.00	2,555.00	2,449.00	2,721.00	3,778.00	3,679.00	-99	0%
Bridgeport-Carson	14.00	20.00	6.00	16.00	10.00	8.00	-2	-43%
Lancaster	451.00	254.00	217.00	390.00	716.00	427.00	-289	-5%
Lone Pine-Bishop	241.00	182.00	236.00	235.00	304.00	255.00	-49	6%
Lone Pine Dial-a-Ride	367.00	402.00	417.00	418.00	457.00	403.00	-54	10%
Mammoth Fixed Route	28,120.00	11,839.00	8,707.00	16,772.00	17,741.00	26,933.00	9,192	-4%
Mammoth Dial-a-Ride	605.00	105.00	239.00	174.00	223.00	347.00	124	-43%
Mammoth Mountain	104,470.00	36,261.00	49,339.00	62,975.00	76,593.00	95,078.00	18,485	-9%
Mammoth Express	534.00	318.00	268.00	435.00	613.00	514.00	-99	-4%
Night Rider	373.00	159.00	88.00	244.00	278.00	318.00	40	-15%
Other	218.00	0.00	0.00	0.00	0.00	0.00	0	-100%
Reno	524.00	426.00	462.00	671.00	272.00	967.00	695	85%
Walker Dial-a-Ride	98.00	34.00	14.00	2.00	2.00	51.00	49	-48%
<b>Total</b>	<b>139,723</b>	<b>52,582</b>	<b>62,457</b>	<b>85,053</b>	<b>100,995</b>	<b>128,995</b>	<b>28,000</b>	<b>-8%</b>

<b>April Ridership Report</b>								
<b>Route</b>	<b>Pre-Covid 2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Change Current vs. Last year</b>	<b>% Change Current vs Pre-Covid</b>
Benton	22.00	2.00	24.00	5.00	6.00	9.00	3	-59%
Bishop Dial-a-Ride	3,693.00	1,354.00	2,551.00	3,166.00	3,383.00	4,001.00	618	8%
Bridgeport-Carson	19.00	20.00	2.00	18.00	14.00	13.00	-1	-32%
Lancaster	487.00	73.00	237.00	366.00	389.00	478.00	89	-2%
Lone Pine-Bishop	213.00	106.00	220.00	222.00	224.00	295.00	71	38%
Lone Pine Dial-a-Ride	396.00	299.00	429.00	370.00	390.00	423.00	33	7%
Mammoth Fixed Route	19,018.00	2,942.00	7,942.00	10,770.00	14,854.00	15,307.00	453	-20%
Mammoth Dial-a-Ride	498.00	28.00	213.00	200.00	248.00	369.00	121	-26%
Mammoth Mountain	63,132.00	0.00	24,841.00	33,145.00	66,474.00	51,720.00	-14,754	-18%
Mammoth Express	380.00	96.00	195.00	276.00	425.00	555.00	130	46%
Night Rider	309.00	57.00	178.00	236.00	303.00	247.00	-56	-20%
Reno	545.00	84.00	467.00	607.00	597.00	998.00	401	83%
Walker Dial-a-Ride	117.00	25.00	10.00	14.00	14.00	64.00	50	-45%
<b>Total</b>	<b>88,829</b>	<b>5,086</b>	<b>37,309</b>	<b>49,395</b>	<b>87,321</b>	<b>74,479</b>	<b>-12,842</b>	<b>-16%</b>

The charts below show the ridership by month and year since pre-Covid. The 2019 dark blue line has served as our ridership goal for the last few years.

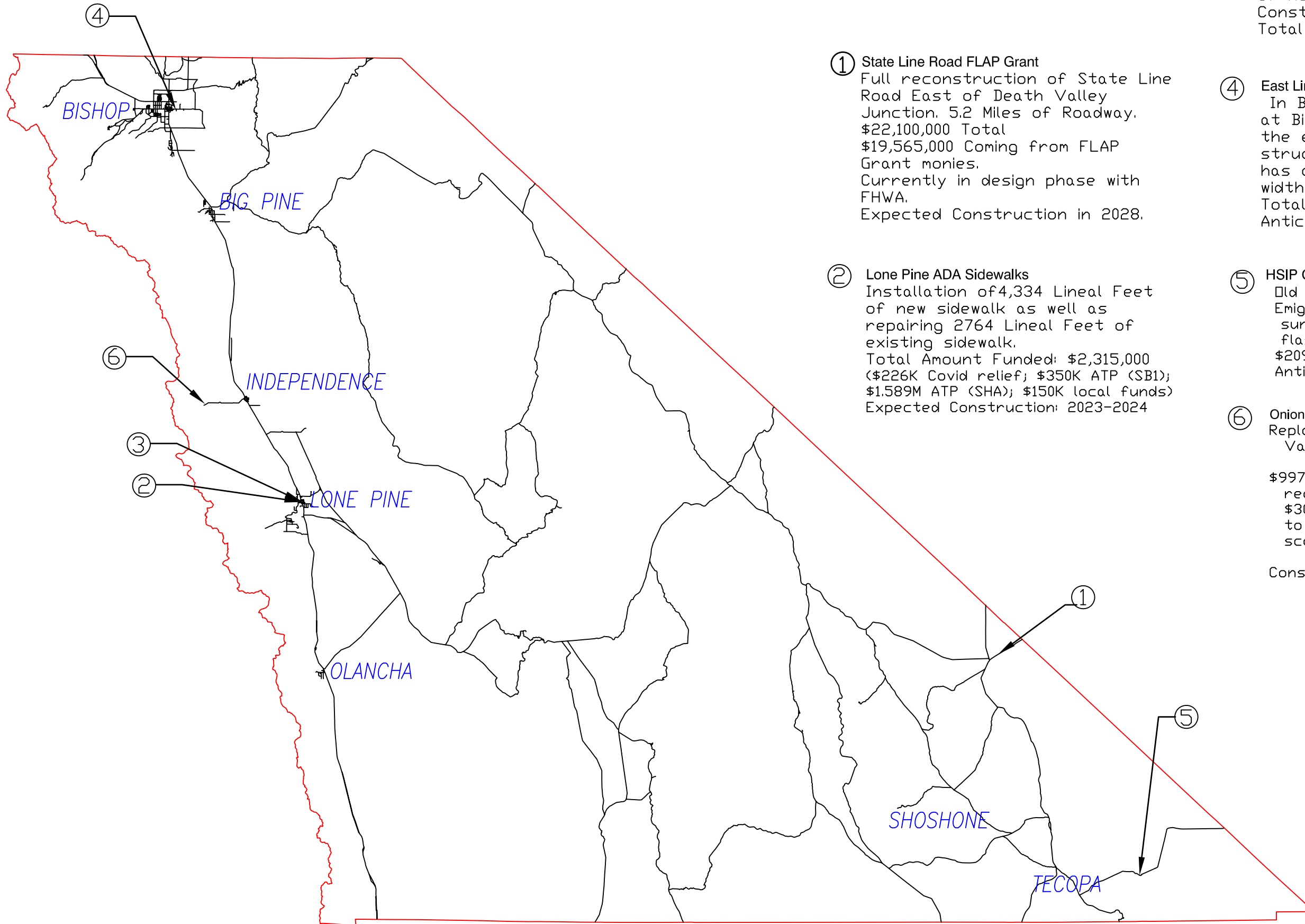


**Service**

Beginning July 1, the Lancaster 395 South route will operate on Saturdays to and from Mammoth. The Reno 395 North route will begin operating on Sundays to and from Lone Pine. The new Bishop Dial-a-Ride Zone 3 encompassing communities outside of Bishop is scheduled to begin sometime in August or September. A more exact date will be available once our new microtransit software is operational.

# Inyo County LTC Projects

5/9/2024



① State Line Road FLAP Grant  
 Full reconstruction of State Line Road East of Death Valley Junction. 5.2 Miles of Roadway. \$22,100,000 Total \$19,565,000 Coming from FLAP Grant monies. Currently in design phase with FHWA. Expected Construction in 2028.

② Lone Pine ADA Sidewalks  
 Installation of 4,334 Lineal Feet of new sidewalk as well as repairing 2764 Lineal Feet of existing sidewalk. Total Amount Funded: \$2,315,000 (\$226K Covid relief; \$350K ATP (SB1); \$1.589M ATP (SHA); \$150K local funds) Expected Construction: 2023-2024

③ Lone Pine Town Streets Rehabilitation  
 Repaving of 18 Road Miles within the town of Lone Pine with 2.5" of Hot Mix Asphalt. Construction expected in 2025. Total Amount Funded: \$3,400,000

④ East Line Street Bridge  
 In Bishop on East Line Street at Bishop Creek Canal. Replace the existing 18.5 foot span wide structure with a new bridge that has a 30 foot span and 60 foot width. Total Proposed cost \$1,531,000. Anticipated Construction: 2027.

⑤ HSIP Grant (Emigrant Pass)  
 Old Spanish Trail Hwy (1.2 miles) Emigrant Pass - High friction surface treatment, chevron signs, flashing beacon \$209,600 (\$188,640 HSIP funds) Anticipated Construction: Sept 2025

⑥ Onion Valley Guardrail Project  
 Replacement of Guardrails along Onion Valley Road in various locations. \$997,000 Grant with no match required. However, approximately \$300,000 in RMRA funds were injected to cover the costs beyond the scope of the HSIP grant Construction Completed May 2024