

Mono County Local Transportation Commission

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MEETING AGENDA

February 8, 2021 – 9:00 A.M.

TELECONFERENCE INFORMATION

As authorized by Gov. Newsom’s Executive Orders, N-25-20 and N-29-20, the meeting will be accessible remotely by live cast with Commissioners attending from separate remote locations. There is no physical meeting location. This altered format is in observance of recent recommendations by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

Important Notice to the Public Regarding COVID-19

Based on guidance from the California Department of Public Health and the California Governor’s Office, in order to minimize the spread of the COVID-19 virus, please note the following:

1. Joining via Zoom

There is no physical location of the meeting open to the public. You may participate in the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

To join the meeting by computer

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Or visit <https://www.zoom.us/> and click on “Join A Meeting.” **Use Zoom Meeting ID:** 952 3748 5551

To provide public comment (at appropriate times) during the meeting, press the “**Raise Hand**” hand button on your screen.

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Dial (669) 900-6833, then enter **Webinar ID:** 952 3748 5551

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1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT:** Opportunity to address the LTC on items not on the agenda. Please refer to the Teleconference information section to determine how to make public comment for this meeting.
3. **MINUTES**
 - A. Approval of minutes of January 11, 2021 **(p.1)**
4. **LOCAL TRANSPORTATION**
 - A. Review a draft of 2021/22 Overall Work Program and provide any direction to staff (*Gerry LeFrancois and Bentley Regehr*) **(p.4)**
 - B. Update on activities at Bishop Airport – verbal update (*Ashley Helms, Inyo County Public Works*)

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Jennifer Burrows

5. **CALTRANS**
 - A. Activities in Mono County & pertinent statewide information (*District 9 staff*)
 - Benton Paving Project **(p.44)**

6. **TRANSIT**
 - A. ESTA Update (*Phil Moores*)
 - Authorize the Chair’s signature on a Letter of Support for ESTA's Federal Transit Administration Section 5304 grant application for sustainable transportation planning **(p.50)**
 - B. YARTS Update (*Christine Chavez*)
 - General update
 - YARTS strategy planning efforts

7. **ADMINISTRATION**
 - A. Local Transportation Account (LTF) projections for FY 2021-22 and provide any direction to staff (*Megan Mahaffey*) **(p.51)**
 - B. Receive and accept LTC Financial Statement with Independent Auditor’s Report ending June 30, 2020 (*Megan Mahaffey*) **(p.54)**
 - C. Summary of Governor’s budget update regarding transportation funding (*Gerry LeFrancois*) **(p.94)**
 - D. Authorize Chair’s signature on a letter for support on Mono County’s submission of a Sustainable Communities Grant (*Bentley Regehr*) **(p.100)**

8. **QUARTERLY UPDATES**
 - *Next updates in April

9. **CORRESPONDENCE**
 - A. Caltrans response to concerns about District Active Transportation Plans **(p.101)**

10. **COMMISSIONER REPORTS:** Time for Commissioners to bring up items of importance and/or future agenda items

11. **INFORMATIONAL**
 - A. LTC Overview for new commissioners **(p.105)**

12. **UPCOMING AGENDA ITEMS**
 - A. Update on Tioga Pass coordination for 2021 season
 - B. MOU projects and status
 - C. Region-wide GIS tools to integrate recreational use data from trail counts, vehicle counts, etc.

13. **ADJOURN TO March 8, 2021**

***NOTE:** Although the LTC generally strives to follow the agenda sequence, it reserves the right to take any agenda item – other than a noticed public hearing – in any order, and at any time after its meeting starts. The Local Transportation Commission encourages public attendance and participation.

In compliance with the Americans with Disabilities Act, anyone who needs special assistance to attend this meeting can contact the commission secretary at 760-924-1804 within 48 hours prior to the meeting in order to ensure accessibility (see 42 USCS 12132, 28CFR 35.130).

COMMISSIONERS

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DRAFT MEETING MINUTES

January 11, 2021 – 9:00 A.M.

COUNTY COMMISSIONERS: Jennifer Kreitz, John Peters, Rhonda Duggan

TOWN COMMISSIONERS: John Wentworth, Bill Sauser, Jennifer Burrows

COUNTY STAFF: Gerry LeFrancois, Wendy Sugimura, Megan Mahaffey, Bentley Regehr, Michael Draper, Tony Dublino, Chad Senior, Becky Peratt

TOWN STAFF: Haislip Hayes, Dan Holler

CALTRANS: Dennee Alcala, Austin West, Mark Heckman

ESTA: Phil Moores

YARTS: Christine Chavez

Inyo County LTC: John Pinckney

Public: Fred Stump, Sandy Hogan

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Vice-Chair Jennifer Kreitz called the meeting to order at 9:01 a.m. Commissioner Duggan led the pledge of allegiance.
2. **PUBLIC COMMENT:** No public comment
3. **MINUTES**
 - A. Approval of minutes from December 14, 2020 meeting
 - **Motion:** Approve the minutes from the December 14, 2020 LTC meeting as amended.
 - *Peters/Wentworth. Ayes: Wentworth, Duggan, Peters, Kreitz. Abstain: Burrows. Absent: Sauser*
4. **LOCAL TRANSPORTATION**
 - A. Elect a Chair and Vice-Chair for 2021
 - **Motion:** Nominate Supervisor and Vice-Chair Jennifer Kreitz as Chair.
 - *Peters/Wentworth. Ayes: Wentworth, Duggan, Burrows, Peters, Kreitz. Absent: Sauser*
 - **Motion:** Nominate Councilman and Commissioner John Wentworth as Vice-Chair.
 - *Peters/Duggan. Ayes: Wentworth, Peters, Duggan, Burrows, Kreitz. Absent: Sauser*
 - B. Welcome to new Commissioners Supervisor Rhonda Duggan, Councilman Bill Sauser, and Jennifer Burrows
 - Introductions and welcome by Vice-Chair Wentworth and Chair Kreitz
 - **Commissioner Bill Sauser joined the meeting at 9:13 a.m. due to a conflict with a previously scheduled meeting.
 - C. Resolution for outgoing Commissioner Sandy Hogan
 - **Motion:** Approve the Resolution of Appreciation for Commissioner Hogan's service on the LTC.
 - *Wentworth/Peters. Ayes: Wentworth, Duggan, Sauser, Peters, Burrows, Kreitz*

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Jennifer Burrows Bill Sauser

- D. Consider Minute Order 21-01 supporting the rescission of SR-120 Freeway agreements between the State and Mono County
- Presentation by Gerry LeFrancois and Bentley Regehr recommending rescission of the 1961 and 1964 freeway agreements for Hwy 120 up to Tioga Pass. The Board of Supervisors will be taking this up next week.
 - Austin West from Caltrans added that Caltrans is in support of this action and will submit this action to the CTC once the Board of Supervisors weighs in.
 - **Motion:** Move to approve Minute Order 21-01 as presented.
 - *Wentworth/Peters. Ayes: Wentworth, Duggan, Peters, Sauser, Burrows, Kreitz*

5. CALTRANS

A. Activities in Mono County and pertinent statewide information

- Austin West, Mark Heckman and Denee Alcalá from Caltrans provided briefings.
 - Chair Kreitz requested meeting information for the January 27 meeting be sent to commissioners.
 - Vice-Chair Wentworth requested an update on how the Governor's proposed budget could impact District 9 programs.

6. TRANSIT

A. ESTA Update - verbal update (*Phil Moores*)

- Phil Moores presented on issues and projects pertaining to ESTA. Discussion followed.
- Commissioner Wentworth discussed the need to be proactive regarding next summer's opening at Reds Meadow, requested an update on the state's proposed budget in order to advocate for ESTA to get their fair share, and suggested ESTA look into the Opportunity Zone in Bishop.
- Chair Kreitz inquired whether it would be possible for Inyo LTC Executive Director or representative to update the commission on the airport, and get that on the agenda for a future meeting.
- Further discussed Covid vaccinations and the need to ensure that front-line workers in a tourism-based economy are vaccinated in preparation for spring and summer tourism.
- Commissioner Wentworth brought up the Innovative Finance for National Forest Grant Program and the role that public transportation plays in campground re-development, and requested numbers from ESTA.

B. YARTS Update – verbal update (*Christine Chavez*)

- Christine Chavez presented on issues and projects pertaining to YARTS. Discussion followed.
- Chair Kreitz noted that staff has information on last year's LTF allocation discussion and requested that staff discuss with Christine. If there is any formal action that the LTC needs to take or if more deliberation on days of service or moving days around is needed, it can be brought back at a future meeting.
- Commissioner Wentworth requested a future update on where drivers would stay in Mammoth if they need to stay overnight, an update on plans for YARTS drivers to be vaccinated, and an update on challenges regarding electrification and charging infrastructure. Christine Chavez responded that the challenges with electrification include not owning property on which infrastructure can be installed, YARTS does not have money for installation of infrastructure, and also does not have money for charging units.

Break – 10:45 to 10:52

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Jennifer Burrows Bill Sauser

7. ADMINISTRATION

- A.** Review and confirm Regional Surface Transportation Program (RSTP) funding for Mono County projects (*Chad Senior*)
- Discussed replacement of guardrail railing destroyed in MVF. Discussion followed.
 - Commissioner Peters inquired whether funds spent could be reimbursed through potential litigation regarding the fire and whether timing could impact that.
 - ***Motion:*** Authorize spending RSTP Federal Exchange Program for FY 2019-20 in the amount of \$39,356.25 for the Emergency Eastside Lane Guardrail Replacement Project.
 - *Peters/Wentworth. Ayes: Wentworth, Duggan, Sauser, Burrows, Peters, Kreitz*

8. QUARTERLY UPDATES

- A.** Town of Mammoth Lakes – verbal update (*Haslip Hayes*)
- Discussed upcoming Town projects. Discussion followed.
- B.** Mono County (*Chad Senior*)
- Discussed upcoming Mono County projects. Discussion followed.

9. CORRESPONDENCE

No items

10. COMMISSIONER REPORTS

- Commissioner Burrows: No report
- Commissioner Sauser: No report
- Commissioner Wentworth: Discussed revised Covid orders issued by the town, the O&D study going out to the ESSRP, and The Parcel and Walk, Bike, Ride.
- Commissioner Duggan: Discussed the change in fishing regulations as of March 1 and the need for communication, education and one message about them – where to fish, how to fish and when you can do it. People were parking in areas not available for parking, etc. This impacts transportation with the things that people assume they can do.
- Commissioner Peters: Discussed state budget issues and provided an update on the Mountain View Fire recovery process.
- Chair Kreitz: Discussed Tioga Inn project status, recruitment of a Mono County Housing Coordinator, an item in the state budget, and requested that Commissioner Wentworth provide an update to the LTC on congestion issues in the Lakes Basin. Commissioner Wentworth referred back to Walk, Bike, Ride and requested to agendize this for a future agenda; Chair Kreitz agreed.

11. INFORMATIONAL

- A.** Caltrans upcoming grant workshops
- Mark Heckman discussed upcoming workshops in January.

12. UPCOMING AGENDA ITEMS

- A.** Region-wide GIS tools to integrate recreational use data from trail counts, vehicle counts, etc.
- B.** MOU projects and status
- C.** Continuing update on Tioga Pass coordination for 2021
- D.** Commission review of 2021/22 Overall Work Program

13. ADJOURN to February 8, 2021

Prepared by Becky Peratt, LTC clerk

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Jennifer Burrows Bill Sauser

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Staff Report

February 8, 2021

TO: Mono County Local Transportation Commission

FROM: Bentley Regehr, Planning Analyst
Gerry Le Francois, Co-Executive Director

SUBJECT: Mono County Overall Work Program (OWP) 2021-22

RECOMMENDATIONS

Review of the draft 2021-22 OWP and provide any direction to staff

FISCAL IMPLICATIONS

This is the annual state funding program for transportation planning activities of the Commission. The OWP has two main funding sources. Rural Planning Assistance (RPA) and Planning Programming and Monitoring (PPM). The Rural Planning Assistance (RPA) funding is \$230,000 annually and the PPM budget is programmed in the Regional Transportation Improvement Program (RTIP) every two years.

ENVIRONMENTAL COMPLIANCE

N/A

DISCUSSION

The draft Overall Work Program 2021-22 has been developed through consultation with Mono County and Town of Mammoth Lakes staff. A draft was submitted to Caltrans for review by March 1, 2021.

The Mono County OWP is a joint work effort, with work elements projected to be active from July 1, 2021, to June 30, 2022. The final approved and adopted OWP and fully executed OWPA are due to Office of Regional & Interagency Planning (ORIP) June 30.

ATTACHMENTS

- Draft OWP 2021-22

Draft

Overall Work Program Fiscal Year 2021/2022

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Draft February 8, 2021

Table of Contents

	page
Introduction	1
Summary of FY 2019/2020 Accomplishments	4
Planning Emphasis Areas	5
FY 2020/2021 OWP Budget	7
Work Elements	
100 Agency Administration and Management	9
100.1 Agency Administration and Management	9
100.2 Overall Work Program Development and Administration	10
100.3 Training and Professional Development	11
200 Regional Transportation Plan Series	12
200.1 RTP	12
200.2 RTP Monitoring	13
200.3 Multi Modal Planning (RPA)	14
300 Vehicles Miles Traveled and Implementation	15
300.1 VMT Planning & Implementation	15
400 Grants	16
400.1 June Lake Active Transportation Plan / Grant	16
400.2 Short Range Transit Plan & Coordinated Human Services Plan / Grant	17
500 <i>Reserved</i>	
600 <i>Reserved</i>	
700 Regional Transportation Improvement Program and Project Development Series	18
700.1 Regional Transportation Improvement Program	18
700.2 Project Development and Project Study Reports	19
800 Regional Transportation Planning Series	20
800.1 Regional Transportation Planning	20
800.2 Regional Transit Planning and Coordination	21
900 Asset Management and Traffic Issues	23
900.1 Planning, Monitoring and Traffic Management Issues	23
900.2 Regional Data Collection Equipment	25
900.3 Regional Asset Management System - RPA	26
900.4 Regional Asset Management System -PPM	27
900.5 Air Quality Monitoring and Planning	28
900.6 Regional Trails Planning	29
900.7 Community Traffic Calming / Complete Streets / Design Standards	30
900.8 Mono County Public Works Projects	31
Appendix A - OWP Billing Procedures	33
Appendix B - Glossary of Terms & Acronyms	34

Introduction

The Overall Work Program (OWP) defines the regional transportation planning process for the Mono County Local Transportation Commission (LTC). It establishes regional transportation planning objectives for Fiscal Years 2021/2022 covering the period of July 1, 2021 to June 30, 2022 and includes a corresponding budget to complete eligible activities as defined by the Regional Planning Handbook. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the Fiscal Year. These activities include core regional transportation planning functions, mandated planning requirements, and other regional planning activities. Each activity listed in the OWP indicates who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of State funding and matching funds. Funding for planning activities is made possible by the State of California Department of Transportation (Caltrans) and the Federal Highway Administration (FHWA). The majority of the funding is typically spent by Mono County and the Town of Mammoth Lakes. Figure 1.1 depicts the Mono County LTC boundary.

Geographical Overview

Mono County is a rural county located on the eastern side of the Sierra Nevada mountains. The county has an area of 3,103 square miles and a total population of 14,168 (2010 US Census). The county's one incorporated area, the Town of Mammoth Lakes (TOML), contains approximately 58% of the county population.

Approximately 94% of Mono County is public land administered by the U.S. Forest Service (USFS), the Bureau of Land Management (BLM), the State of California, and the Los Angeles Department of Power and Water (LADWP). The scenic and recreational attributes of this public land help support tourism and recreation as the major industry in the county. Approximately 80% of all employment is directly, or indirectly, associated with this industry. Annually, more than 6 million visitor-days of use occur on public lands in Mono County. The majority of these visitors travel to and through the county on the state highway system. Major attractions include Mammoth and June Mountain ski areas, Yosemite National Park, Mono Lake, Devils Postpile National Monument, Bodie State Historic Park, and the many lakes, streams, and backcountry attractions accessed through Mono County communities.

Communities in the unincorporated area of the county are dispersed throughout the region, primarily along US Highways 395 and 6. Communities along US 395 include Topaz, Coleville, Walker, Bridgeport, Mono City, Lee Vining, June Lake, and the Crowley communities of Long Valley, McGee Creek, Crowley Lake, Aspen Springs, and Sunny Slopes. The community of June Lake is located along State Route 158. The Town of Mammoth Lakes is located on SR 203. The communities of Chalfant, Hammil Valley, and Benton are located on SR 6. The community of Oasis is located on SR 266/168 in the southeastern portion of the county. The communities are generally small, rural in character, and oriented primarily to serving recreational and tourist traffic. Walker, Topaz, Coleville, Bridgeport, and Lee Vining share US 395 as their main street for commerce and community activities. SR 158 serves as the main street for June Lake. SR 203 is the Town of Mammoth Lakes' main street. Highway 6 serves as a main street for Benton and Chalfant.

Organizational Overview

Every county in California is served by a regional transportation planning agency (RTPA), created by state law. RTPAs are known as local transportation commissions, county transportation commissions,

councils of government, and associations of government. Counties with urbanized areas over 50,000 people also have metropolitan planning organizations (MPO) to guide regional transportation planning. Both MPOs and RTPAs are required to develop OWP and regional transportation plan (RTP). They also select projects identified in the Regional Transportation Improvement Programs (RTIP).

RTPAs play an important role in Caltrans' overall planning efforts. In California, there are currently 44 RTPAs, 18 of which are MPOs or exist within MPO boundaries. They utilize federal and state funds to achieve regional transportation goals as outlined in their OWPs. Federal and state funding includes FHWA SPR funds, FTA Section 304 Statewide Planning Funds, and Rural Planning Assistance (RPA) funds. RTPAs have significant involvement in both the planning and project investment processes.

Mono County LTC carries out transportation planning activities within the County. Mono County and TOML staff serve as support staff to the LTC. Town issues are typically handled by TOML staff and County issues are managed with County staff. The Executive Director position is shared by the TOML Public Works Director and County Community Development Director or designee. There is one transit system within the County and is administered by Eastern Sierra Transit Authority (ESTA), which is based out of Bishop in Inyo County. ESTA is a Joint Powers Authority between Mono and Inyo Counties, the Town of Mammoth Lakes, and the City of Bishop.

The Mono County LTC policy board is comprised of seven (7) members, three (3) Mono County Board of Supervisors members, three (3) TOML Council members, although the TOML has appointed one at-large member, and (1) representative from Caltrans who also serves as an ex-officio, non-voting member.

Table 1.1 Mono County LTC Policy Board

Commissioner	Governmental Body Represented
Ms. Ronda Duggan	Mono County
Ms. Jennifer Burrows	TOML / Planning & Economic Development Commission
Ms. Jennifer Kreitz (chair)	Mono County
Mr. John Peters	Mono County
Mr. Bill Sauser	TOML
Mr. John Wentworth (vice-chair)	TOML
Mr. Ryan Dermody*	Caltrans Dist. 9 Director or designee

*Non-Voting ex-officio member

Additionally, County and Town staff work closely with the Commission on development of the OWP and to carry out related tasks. All tasks identified in the OWP are undertaken by staff with periodic updates to the Mono County LTC board.

Table 1.2 Mono County LTC Staff

Staff Member	Title and Agency
Wendy Sugimura	Community Development Director, Mono County
Gerry Le-Francois	LTC Co-Executive Director, Mono County
Haislip Hayes	LTC Co-Executive Director, TOML
Bentley Regehr	Planning Analyst, Mono County
Michael Draper	Planning Analyst, Mono County
Megan Mahaffey	Fiscal Specialist, Mono County
Becky Peratt	Secretary, Mono County

Chad Senior	Engineer, Mono County
Nate Greenberg	IT Director, Mono County
Tony Dublino	Public Works Director, Mono County
Grady Dutton	Engineer, TOML
Phil Moores	Director, ESTA

Responsibilities and Priorities

The majority of state designated RTPAs are described under California Government Code Section 29532 et seq.

An RTPA has five core functions:

- Maintain a setting for regional decision-making;
- Prepare an Overall Work Program (OWP);
- Involve the public in this decision-making;
- Prepare a Regional Transportation Plan (RTP); and
- Development of a Regional Transportation Improvement Program (RTIP) and a list of federally funded or regionally significant projects for inclusion in the Federal Surface Transportation Improvement Program - FSTIP).

Organizational Procedures and Documents

The following list of documents includes organizational policies and procedures, programming documents, planning studies, and other required documents, which are available at:

<https://monocounty.ca.gov/ltc/page/resources>

- 2019 Regional Transportation Plan
- 2020 Regional Transportation Improvement Program (RTIP)
- Caltrans District 9 Wildlife Vehicle Collision Reduction Feasibility Study
- California Department of Fish and Wildlife (CDFW) Wildlife Crossing Study
- Past and Current MOU Projects
- US 395 Corridor Improvement Projects
- Electric Vehicle Policy
- Mono County Title VI
- Mono County LTC Handbook

Public Involvement

The LTC utilizes a comprehensive public participation process which is outlined in the 2019 Regional Transportation Plan (p. 5 & 11-15). The goals and objectives discussed in the RTP emphasize efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process, including development of the OWP.

Public participation during the transportation planning process is provided through committee meetings, public workshops, and outreach programs. The county Regional Planning Advisory Committees (RPACs) serve as citizen advisory committees to the LTC to identify issues and opportunities related to

transportation and circulation in their community areas and to develop policies based on the identified needs. There are planning advisory committees in Antelope Valley, Bridgeport Valley, Mono Basin, June Lake, Mammoth Lakes Vicinity/Upper Owens, Long Valley, and Tri-Valley. Some committees meet monthly and others meet on an as-needed basis.

Native American participation includes contact with representatives of the two Tribal Governments; the Bridgeport Indian Colony and Utu Utu Gwaitu Paiute tribe of the Benton Reservation. Tribal governments also participate in the Mono County Collaborative Planning Team, which meets quarterly to collaborate on regional planning issues with state, federal and local agencies, such as Caltrans, BLM, USFS, the Town of Mammoth Lakes, and Mono County. Tribal representatives also occasionally participate at RPAC meetings. Staff continues to outreach on projects to both tribal governments on transportation issues and opportunities such as the Regional Transportation Plan, and the Regional Transportation Improvement Program.

Summary of FY 2020/21 accomplishments – in progress

The following are primary tasks that were undertaken during FY 2019/2020:

- TOML completed a VMT analysis and adopted VMT thresholds
- TOML completed a traffic model update
- Preliminary work on planning studies need for the federal Highway Infrastructure Plan (HIP)
- Project Study Report review for 2022 RTIP
- Advancing the region's MOU Projects with Inyo County LTC and Kern Council of Governments
- Continuation of Regional Asset Management Systems
- Air Quality Monitoring in Town of Mammoth Lakes
- Successful grant applications for an active transportation plan for the June Lake Loop (SR 158) and development of vehicle miles traveled (VMT) standards, including an update to the countywide greenhouse gas emissions inventory.

Planning Emphasis Areas/FAST Act Planning Factors

The Federal Highway Administration (FHWA), in consultation with the Federal Transit Administration (FTA), developed Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by MPOs and RTPAs in preparation of work plans. In addition to PEAs, the FAST Act expanded the scope of factors to consider in the transportation planning process.

Planning Emphasis Areas

The three PEAs are described below:

- MAP-21/FAST Act Implementation- *Transition to performance-based planning and programming*. The development and implementation of performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

- Models of Regional Planning Cooperation- *Ensure a regional approach to transportation planning by promoting cooperation and coordination across agencies.* To improve effective of transportation decision-making, a coordinated approach should support common goals and capitalize on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across regions.
- Ladders of Opportunity- *Access to essential services.* Agencies that are a part of the transportation planning process should identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, schools/education, and recreation. Suggested OWP tasks include developing and implementing analytical methods to identify these gaps.

FAST Act Planning Factors

The FAST Act carried forward and expands the performance-based transportation planning framework established under MAP-21. Transportation legislation lists ten factors that must be considered as part of the transportation planning process for all MPOs and RTPAs. The ten factors are addressed in the OWP, where applicable, include:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase accessibility and mobility of people and freight.
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 patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight.
7. Emphasize the preservation of the existing transportation system.
8. Promote efficient system management and operation.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

Federal Planning Emphasis Areas/FAST Act Planning Considerations and OWP Tasks

Table 3.1 outlines FY 2021/22 OWP Work Elements that address and support each Planning Emphasis Area and FAST Act Planning Consideration. As illustrated below, all PEAs and FAST Act Planning Considerations are integrated into Mono County LTC's FY 2021/22 work program.

3.1 FY 2021/22 OWP Work Elements and Planning Emphasis Areas/Planning Considerations

		Work Elements
PEAs	MAP-21/Fast Act Implementation	200.1, 700.1
	Models of Regional Planning Cooperation	100.1, 200.1, 200.2, 200.3, 800.1, 900.3 & .4, 900.5, 900.8
	Ladders of Opportunity	100.1, 100.3
FAST Act Planning Factors	Economic Vitality	200.1, 200.2, 200.3, 900.3 & .4, 900.7
	Safety of Transportation Systems	200.2, 700.1, 700.2,
	Security of Transportation Systems	100.3, 200.1, 200.2, 200.3
	Accessibility and Mobility	200.1,200.2, 200.3, 700.1, 800.2, 900.3 & .4, 900.6
	Environment, Conservation, and Quality of Life	200.2, 200.2, 300.1, 700.1, 800.1, 900.6
	Connectivity of Modes	200.1, 200.3, 700.1, 800.1 & .2, 900.6
	Efficient Management and Operations	100.3, 200.2, 700.1, 900.3 & .4
	Preservation of Systems	200.1, 700.1, 900.3 & .4
	Reliability of Systems	200.1, 700.1, 700.2, 900.3 & .4
	Enhance Travel and Tourism	200.1, 700.1, 700.2,800.2, 900.6

FY 2021/22 OWP – TBD

LTC's planning activities are divided into 19 Work Elements. Funding sources for LTC planning activities include a combination of RPA and PPM dollars. Table 4.1 lists the Work Elements and the total estimated cost for each. The following pages contain a detailed description of each of the work elements for the OWP, including work tasks, work products, estimated benchmarks, and estimated costs. A detailed summary table containing estimated cost and funding sources for all work elements is still in development. A few of the Work Elements, such as 200.3, will change once complete details of tasks, future projects and funding requests are identified.

4.1 Total Budgeted Amount by Work Element – TBD

Work Element	Description	RPA Amount	PPM Amount	RMRA	FTA 5304	Mono Co
100.1	Agency Administration and Management	10,000				
100.2	Overall Work Program Development & Admin	10,000				
100.3	Training and Professional Development	5,000				
200.1	Regional Transportation Plan	4,000				
200.2	RTP Implementation and Monitoring	4,000				
200.3	Multi Modal Planning RPA	90,000				
300	VMT Implementation					
300.1	VMT and Implementation	20,000				
400	Grants					
400.1	June Lake ATP	10,000				
400.2	Short Range Transit Plan	10,000				
500	<i>Reserved for future needs</i>					
600	<i>Reserved for future needs</i>					
700.1	Regional Transportation Improvement Program	3,000				
700.2	Project Development and Project Study Reports		55,000			
800.1	Regional Transportation Planning	3,000				
800.2	Regional Transit Planning and Coordination	5,000				
900.1	Planning, Monitoring and Traffic Management	8,000				
900.2	Regional Data Collection Equipment	12,000				
900.3	Regional Asset Management - RPA	15,000				
900.4	Regional Asset Management - PPM		25,000			
900.5	Air Quality Monitoring	500				
900.6	Trails Planning	6,000				
900.7	Community Traffic Calming / Complete Streets / Design	5,000				
900.8	Mono County Public Works Projects	29,500				
	Total	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD
	Budget	\$250,000	\$80,000	\$TBD	\$TBD	\$TBD
	Reserve RPA/PPM	\$TBD	\$TBD			

Invoicing / Reimbursement

The OWP is a reimbursement based program on eligible activities contained in the adopted program. The two main funding sources are Rural Planning Assistance (RPA) and Planning Programming and Monitoring (PPM) funds. Request for reimbursement are outlined below:

All costs need to be submitted to LTC staff from Mono County by the 15th of the month following the quarter end. Late submittals will not be included.

Q1 = July 1 – Sept 30: Billing must be submitted by October 15

Q2 = October 1 – December 31: Billing must be submitted by January 15

Q3 = January 1 -March 31: Billing must be submitted by April 15

Q4 = April 1 – June 30: Billing must be submitted by July 15

Full requirements for billing submittals are provided in appendix A.

Work Elements to be deleted from 2020/21 OWP:

- WE 200.4 Multi Modal Planning (formerly WE 900-12-0) PPM funded

COVID -19

Task and projects in this OWP may be delayed at times during the COVID-19 pandemic for other higher priority needs. If there are instances where tasks or projects will be delayed, staff will prioritize end products to meet the needs of Mono County and Town of Mammoth Lakes.

Work Element 100—Agency Administration and Management

The tasks in this work element cover activities related to the overall administration of LTC's transportation planning program. All tasks are annual or ongoing activities undertaken to maintain compliance with regulations, organize and manage activities, and staff training.

100.1 General Administration and Management

Purpose: This task includes general administrative functions related to transportation planning and implementation of the Regional Transportation Plan goals and policies. This may include preparation of Commission agendas, reports, public noticing, and other administrative functions of the Commission.

Previous Work:

This work element provides ongoing transportation-focused administrative duties. Work includes agendas, reports, public notices, and general coordination for the transportation planning activities of staff and the commission.

Task Elements:

- Preparation of required reports and memoranda supporting the activities of the LTC.
- Management and administration of budgets and agreements.
- LTC support, such as providing staff reports, researching LTC/RTPA issues for Commissioners, preparation of board/public meeting materials, and attendance at LTC regular and special meetings.

Expected Products:

- Monthly agenda meeting materials for LTC Commission meetings and other public hearings, as needed.
- Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management and invoicing for LTC, as needed.

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,000	\$8,000	\$10,000

100.2 Overall Work Program Development and Administration

Purpose: This task includes administration of FY 2021/22OWP and development of the FY 2021/22 in cooperation with other local, state, or federal agencies. This task also includes OWP amendments, as needed.

Previous Work: This WE will be reporting on, and amendments to the current FY 2019/20 OWP.

Task Elements:

- Administration of the FY 2021/22 OWP.
- Quarterly reporting of current year OWP progress and billing.
- Implementation of the OWP including amendments.
- Development and preparation of the FY 2022/23 OWP.

Expected Products:

- FY 2021/22 OWP quarterly reports.
- Amendments to the OWP, as needed.
- An adopted FY 2021/22 OWP
- Prior FY 2019/20 deliverables
- FY 2022/23 OWP

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,000	\$8,000	\$12,000

100.3 Training and Professional Development (formerly WE 1000-12-0)

Purpose: This task includes training and professional development opportunities related to transportation planning for staff. Staff must be up to date on current federal, state, and local regulations and policies that relate to and affect transportation. Training may include topics related to SB 1, SB 743, Transportation Development Act (TDA), Manual on Uniform Traffic Control Devices (MUCTD) requirements, Local Assistance, Federal Highway Administration (FHWA), Caltrans, complete streets design and best practices, and others.

Previous Work: Attendance in various webinars such as SB 1, and SB 743 implementation for rural agencies.

Task Elements:

- Attendance by staff for necessary workshops, conferences, webinars, and/or other transportation planning events.

Expected Products:

- Training documentation and attendance.

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$3,000	\$2,000	\$5,000

Work Element 200—Regional Transportation Series

The tasks of this Work Element are to maintain, monitor, and amend as needed the Regional Transportation Plan (RTP). This task is performed cooperatively by Mono County and Town of Mammoth Lakes staff. The series includes RTP development, monitoring, and multi-modal planning efforts.

200.1 Regional Transportation Plan (formerly WE 200-12-0)

Purpose: The objective of the RTP is to maintain an up to date transportation plan that furthers the goals, policies, actions, and assessment of current modes on a regional and local basis. This element also coordinates other agency documents that are transportation-related (such as the TOML and Mono County Housing Elements).

Previous Work: Update and adoption of the 2019 Regional Transportation Plan and CEQA adoption documentation.

Task Elements:

- Evaluate and revise transportation policies as needed. This includes identification of future transportation needs/improvements.
- Continue public engagement and outreach to community groups on transportation-related topics.
- Review state and federal agency planning documents for consistency with 2019 RTP.
- Review capital improvement programs from TOML and County for consistency with 2019 RTP.

Expected Products:

- Reports on and agendas from meetings with Regional Planning Advisory Committees (RPACs) and/or other stakeholders on transportation-related issues
- Identification of future community needs and opportunities for RTP implementation
- Determine RTP amendments as necessary to comply with Regional Transportation Guidelines
- Incorporate the 2022 RTIP
- Incorporate any necessary County and TOML planning documents

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$3,000	\$4,000

200.2 Regional Transportation Plan Monitoring (formerly WE 202-16-1)

Purpose: Regional transportation is a changing environment that must be monitored to remain up to date on legislation, funding opportunities, and current planning efforts. The purpose of this Work Element is to stay current on legislation and statutory requirements to maintain an adequate RTP.

Previous Work: This work element has been separated out to highlight legislation tracking and planning document review to ensure consistency in all planning efforts with the adopted Regional Transportation Plan. Past and current examples include: Proposition 6 (effort to repeal SB 1); SB 152 (changes to Active Transportation Program formulas); SB 743 (VMT implementation); and Coronavirus Aid, Relief and Economic Security Act (CARES).

Task Elements:

- Track transportation state and federal legislation
- Track new funding opportunities
- Review California Transportation Commission (CTC) and/or Caltrans plans and policy changes
- Provide RTP consistency with Regional Transportation Improvement Program

Expected Products:

- RTP amendments as necessary
- Additional funding opportunities
- Correspondence to state and federal representatives on areas of concern (as determined by the Commission)

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$3,000	\$4,000

200.3 Multi Modal Planning (WE 900-12-0) RPA funded

Purpose: Development of and implementation of multi-modal transportation plans for the TOML and County. Examples include: Mobility Element, Mobility Hub, Walk Bike Ride, and other programs. This would also include updates to the TOML transportation model. These plans and models would provide for coordinated development programs that include housing, transit, bike, and pedestrian transportation facilities. This is predominately a Town of Mammoth Lakes WE.

Previous Work: This work element is a multi-year effort. The TOML continues to work on the update to its transportation model. This has been separated out to highlight legislation tracking and planning document review to ensure consistency in all planning efforts with the adopted Regional Transportation Plan. Past and current examples include: Proposition 6 (effort to repeal SB 1); SB 152 (changes to Active Transportation Program formulas); SB 743 (VMT implementation); and Coronavirus Aid, Relief and Economic Security Act (CARES).

- TOML completed a VMT analysis and adopted VMT thresholds
- TOML completed a traffic model update

Task Elements:

- Complete TOML Mobility Hub study and the study will be expanded to include other sites in TOML
- Development of TOML Mobility Master Plan
- RTP integration of TOML Transportation Planning documents and modeling analysis

Expected Products:

- Updated RTP and policy changes as needed
- Identification of Transportation needs of the Parcel
- Various TOML Planning Documents, including Mobility Hub Study
- Progress on development of a Mobility Master Plan to consolidate TOML planning documents

Estimated Benchmarks: Mobility Hub study phase 1 – late Summer 2021, Transportation studies to support development of the Parcel – July 2021

Estimated Completion Date: Major components of this work element are estimated to be completed by June 2021.

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	90,000	\$0	\$90,000

Work Element 300—Vehicle Miles Traveled and Implementation

The task of this Work Element is compliance and implementation of Senate Bill 743 mandated by the Governor’s Office of Planning and Research (OPR) to develop a new metric for determining the level of significance of transportation impacts under the California Environmental Quality Act (CEQA).

300.1 VMT Planning and Implementation (new)

Purpose: California Senate Bill 743 (SB 743) represents a change in land use development planning and potential transportation impacts. The law changes how transportation impacts are measured in the review of land use and transportation plans and projects under the California Environmental Quality Act (CEQA). SB 743 removes automobile delay as the primary measure of transportation impacts of environmental significance, typically measured by traffic level of service (LOS), and replaces it with vehicle-miles traveled (VMT). Once this study is completed, this item would reside under WE 900.1 as an on-going work element. Some of the funding is from a SB 2 Planning Grant received by the Community Development Department for jobs housing balance and VMT needs.

Previous Work: This WE is for the County’s implementation of Vehicle Miles Traveled.

Task Elements:

- Prepare request for proposal (RFP) for VMT study and VMT CEQA checklist
- Select consultant
- Work with consultant to develop VMT standards and review administrative draft study
- Adopt VMT study
- Amend the RTP

Expected Products:

- RFP and consultant selection
- Administrative review of draft VMT study
- Final VMT study and VMT CEQA checklist
- RTP amendment

Estimated Benchmarks: RFP – Spring 2021, Consultant selection - Spring/Summer 2021, Draft VMT study – Winter 2021, Adopt VMT study – Summer 2022, RTP amendment – Fall 2022, Add grant closeout

Estimated Completion Date: Fall 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$	\$20,000	\$20,000
SB 2 Grant	\$	\$30,000	\$30,000

Work Element 400—Grants

The purpose of this Work Element accounts for two transportation grants received in 2020. These one-time grants and the Work Element will be removed upon close out of the grants.

400.1 June Lake Loop Active Transportation Plan / Sustainable Communities Grant

Purpose: This grant will develop an Active Transportation Plan for the June Lake Loop that will identify priority areas for pedestrians and cyclists to walk or bike along or across SR 158.

Previous Work: This is a new work element.

Task Elements:

- Project Planning and Coordination
- Community Outreach including local, state, and federal agencies
- Community Engagement
- Plan content development and review
- Draft and Final Plan
- Grant Administration

Expected Products:

- Meeting agendas, data collection, outreach efforts, and stakeholder groups
- Charrette schedule, materials, and meeting presentations
- Draft and Final plan
- Grant administration and final closeout

Estimated Benchmarks: Project Planning and Coordination – June 2022, Community Outreach – Spring 2021, Community Engagement – Summer 2021, Draft and Final Plan – Winter of 2022, Grant Closeout – Summer 2022

Estimated Completion Date: Summer of 2022

Funding:

	Mammoth Lakes	Mono County
RPA	\$	\$10,000
Mono County General Fund	\$	\$8,798
RMRA	\$	\$145,089
	Total	\$163,887

400.2 ESTA Short Range Transit Plan & Coordinated Human Services Plan

Purpose: This grant will develop a Short-Range Transit Plan and Coordinated Human Service Plan for Eastern Sierra Transit Authority (ESTA).

Previous Work: This is a new work element.

Task Elements:

- Project Initiation
- Review of Existing Conditions
- Public Outreach
- Security and Technology
- Needs Assessment & Alternatives Analysis
- Coordinated Strategies
- Short Range Transit Plan & Coordinated Human Service Plan
- Grant Management

Expected Products:

- Meeting agendas, Consultant Selection
- Comprehensive review of area characteristics, Driver Retention report, Maintenance Program report
- Stakeholder meetings, Technology and Security report
- Alternatives Analysis and Coordinated Strategies
- Draft and final plan

Estimated Benchmarks: Project Initiation, Review of Existing Conditions, Public Outreach – Spring 2021, Security and Technology Report – Summer 2021, Alternatives Analysis & Coordinated Strategies – Summer 2021, Draft and Final Plan – Fall/Winter 2021, Grant Closeout – Winter 2021 or 2022

Estimated Completion Date: Fall 2021

Funding:

	Mammoth Lakes	Mono County
RPA		\$10,000
Mono County General Fund		\$11,628
FTA 5304	\$	\$113,372
	Total	\$135,000

Note this WE may increase RPA funding depending on future needs.

Work Element 700—Regional Transportation Improvement Program (RTIP) and Project Development Series

The RTIP and Project Development Series is the design and programming of various work elements for projects that are ready for construction funding. The funding may come from a variety of federal (FTIP, grants), State (STIP, grants) and local sources (SB 1, grants).

700.1 RTIP (formerly WE 701-12-1)

Purpose: The RTIP is a two-year planning and programming document that is adopted in odd calendar years. The funds can be used for road, transit, bike, and pedestrian construction projects. The funding comes from a variety of federal, state, and local sources. Regional and local projects cannot be programmed or allocated by the California Transportation Commission (CTC) without a current RTIP.

Previous Work: Adoption of 2020 RTIP, Consistency determination of the 2020 RTIP to the 2019 Regional Transportation Plan, and consistency of the 2020 RTIP with CTC guidelines.

Task Elements:

- Coordinate with statewide, regional, and local planning agencies on future capital projects
- Coordinate with MOU partners on funding and revised MOU time frames when necessary
- Develop programming needs and/or projects for the 2022 RTIP
- Monitor / amend the 2020 RTIP as necessary

Expected Products:

- This is an ongoing project and applies to development of any amendments needed for the 2020 RTIP or prior projects
- Identification of any 2022 RTIP needs

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: March 2021

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$2,000	\$3,000

700.2 Project Development Work / Project Study Reports (formerly 700-12-0)

Purpose: This WE will develop Project Initiation Documents (PID) and Project Study Reports (PSR) for future construction programming. PIDs are planning documents used to determine the type and scope of a project. PSRs are a type of PID document that include engineering reports on the scope, schedule, and estimated cost of a project. A PSR is used to program the project for State Transportation Improvement Program (STIP) funding.

PID and PSR work under this element can also include development of trail projects with Active Transportation Program (ATP) or Recreational Trails Program (RTP) funding opportunities.

Previous Work: PSRs to support RTIP funding in 2020. Examples include: Long Valley PSR, Airport Road PSR, TOML Local Roads PSR, and Eastside Lane phase 2 PSR.

Task Elements:

- Complete necessary engineering, and technical studies to support the development of PSR's and PID's
- Conduct public outreach and research to support the development of PSR's and PID's
- Maintain a list of fundable and construction ready projects
- Review emergency access routes for PSR development consistent with Local Hazard Mitigation Plan (LHMP)
- Update existing PSRs as needed for the 2022 RTIP cycle

Expected Products:

- PIDs and PSRs development for 2022 RTIP
- Other technical studies needed for project development

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: May/June 2021

Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM	\$5,000	\$50,000	\$55,000

Work Element 800—Regional Transportation Planning Series

This Work Element is to improve multi-modal access between the Eastern Sierra and other regions, such as Nevada, Southern, and Central California. Interagency partners include National Park Service, US Forest Service, Kern Council Of Governments (COG), San Bernardino County Transportation Agency (SBCTA), and Inyo County LTC.

800.1. Regional Transportation Planning (formerly 800-12-1)

Purpose: This work element includes coordinating with Rural Counties Task Force (RCTF), Kern Council of Governments, San Bernardino County Transportation Agency, and Inyo County Local Transportation Commission on current issues, funding opportunities, and MOU projects. Kern COG, SBCTA, Inyo, and Mono LTCs make up the Eastern California Transportation Planning Partnership.

Previous work: Staff participation and attendance with the Eastern California Transportation Planning Partnership (ECTPP), and Rural Counties Task Force. The ECTPP and staff met twice last year. RCTF and staff participated in five meetings last year.

Task Elements:

- Serve as a member of Eastern California Transportation Planning Partnership
- Monitor MOU projects between SBCTA, Inyo County, and Kern Council Of Governments (COG) and make/review any necessary changes to existing MOU's
- Participate in Rural Counties Task Force (RCTF) via phone/video conference
- Participate as needed with the Mono County Collaborative Planning Team and other regional efforts such as the Eastern Sierra Planning group and Eastern Sierra Council of Governments.
- Work collaboratively with Inyo and Humboldt-Toiyabe National Forest, Bureau of Land Management, and National Park Service as needed

Expected Products:

- Attendance at Collaborative Planning Team and other regional meetings
- Update MOUs and coordination of funding for each agency
- Rural Counties Task Force (RCTF) meetings on statewide transportation matters, including SB 743
- Attendance at Rural Counties Task Force meetings once a quarter via phone conference as available

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: This is an annual work element

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$3,000	\$4,000

800.2 Regional Transit Planning and Coordination (formerly WE 300-12-0)

Purpose: Coordination on transit and transit related issues and/or policies with Eastern Sierra Transit Authority (ESTA) and Yosemite Area Regional Transit System (YARTS). This may include holding public transit workshops to identify transit issues, unmet needs, planning additional service routes, and coordination between transit operators and the Commission.

One of the critical assets is the ESTA fleet of vehicles due to reach the end of useful life in 2024. The Commission is dedicated to replacing this fleet, including supporting ESTA in efforts to purchase zero emissions buses, infrastructure, and planning.

Previous work: Staff and Commission participation with YARTS on 2020 summer service (123 service days) and increase in annual in LTF funding (now \$40,000/yr). In conjunction with ESTA, conduct unmet transit and transportation needs with RPACs.

Task Elements:

- Attend stakeholder meetings as appropriate
- Conduct community outreach on an annual basis
- Conduct seasonal transit workshop – these would be general transit needs meetings with TOML, RPAC groups and other interested nonprofits
- Meet with Social Service Transportation Advisory Committee (SSTAC) members as needed
- Collect Unmet Transit needs for community
- Incorporate Intelligent Transportation System (ITS) Plan policy into transit plans
- Participate in the YARTS Authority Advisory Committee (AAC)
- Staff involvement with YARTS strategic planning group
- Catalog needs for ESTA transitioning to a zero emission fleet
- Provide support to ESTA in maintaining capital assets in good repair. This includes the planning for replacement, maintenance, and infrastructure needs for the fleet.

Expected Products:

- Identify Unmet and regional transit needs for annual Local Transportation Fund allocation in June of each fiscal year. This may include community meeting agendas, comments, and outcomes for Unmet Transit needs
- Identification of any general or contractual transit needs or service issues within the region
- Participation with YARTS, including support to the AAC and Governing Board and consideration of annual operating schedules or funding
- YARTS strategy for fleet replacement and contract needs
- Annual allocation of STA and LTF funds

Estimated Benchmarks: Unmet Transit needs process January – June 2022, Consultation with YARTS – February monthly, Annual STA/LTF allocations June 2022

Estimated Completion Date: June 2022

Funding:

Overall Planning Work Program FY 2021/22

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$4,000	\$5,000

900 Asset Management and Traffic Issues

Mono County and the Town of Mammoth Lakes make base operational decisions and work priorities from data. For the past two decades, the organizations have incrementally developed a comprehensive enterprise-scale GIS to house the information necessary to make those decisions and continue to prioritize work efforts to keep the information within Asset Management up to date.

This is fundamentally important as we strive for data-driven decision making in the way that we manage transportation assets throughout the region. To ensure that we can continue doing so in the future, there is an ongoing commitment of staff resources and funding to ensure that we have the appropriate data needed to drive and carry out projects.

At the core of this is a series of transportation and asset management datasets which contain information on a variety of elements which exist within the right of way and are managed as part of our overall transportation infrastructure. In order to adequately perform planning work for future efforts, we must continue to maintain this data to ensure that we have the right information to help with our decision making.

900.1 Planning, Monitoring, and Traffic Management Issues (formerly 900-12-0)

Purpose: The purpose of this Work Element is to provide for the planning, review and monitoring of various transportation improvements and traffic management issues. These tasks support local and regional transportation planning including safety, multimodal infrastructure, vehicle use, vehicle miles traveled, bike and pedestrian counts, etc.

Previous work: TOML Biannual Traffic Study, Town Annual Traffic Report, and North Village Cut-Through Study, TOML VMT modeling

Task Elements:

- Conduct applicable reviews, such as analysis of non-motorized features
- Conduct street parking management studies
- Perform studies such as: traffic volume, speed studies, turning movements, VMTs, and sight distance studies
- Conduct pedestrian / bike user counts

Expected Products:

- Staff support on the Mobility Element update to help identify future projects under Walk, Bike, Ride
- Various TOML studies (traffic volume, speed, turning movements, sight distance studies, VMT surveys and background data, and bike/ped counts)
- Update to TOML VMT model

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$6,000	\$2,000	\$8,000

900.2 Regional Data Collection Equipment (formerly 902-12-2)

Purpose: This Work Element will purchase equipment for counting vehicles, cyclists, and pedestrians. WE may include associated software to support current monitoring and transportation planning activities. Data collected through purchased equipment will be used to analyze the use (number, patterns, and trends) of various transportation facilities, including sidewalks, bike trails, and roadways and will be used to aid in planning future transportation policies, programs, and capital projects to improve safety and reduce vehicle use at the local level. This WE also accounts for the deployment of trail counters.

Previous work: County has deployed counters over the 2020/21 fiscal year. It is evident that additional trail and or vehicle counters are needed for data collection on public lands.

Task Elements:

- Purchase equipment and software if necessary
- Purchase trail counters and or vehicle counters
- Deployment of trail/vehicle counters as necessary

Expected Products:

- Purchase of equipment
- Purchase, outfit, and deployment of trail and or traffic counters
- Reports compiled and usage rates determined at various recreation hubs. This data will be used to implement WE 900.1 and 900.3.
- Collection of trail and traffic counts for inclusion into Regional Asset Management System WE 900.3

Estimated Benchmarks: Order trail counters – Summer 2021, take delivery of trail counters summer 2021

Estimated Completion Date: June of 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$5000	\$7000	\$12,000

900.3 Regional Asset Management System - RPA (formerly 903-12-1)

Purpose: This work element is done on a regional basis to provide a comprehensive and consistent program around asset management. Because the staff necessary to do the appropriate work are County employees, 100% of the budget is allocated to the County, despite the fact that some of the work being done is within and for the TOML.

This work element covers staff time necessary to continually develop and maintain an inventory of Right-of-Way, encroachments, culverts, signs, and other transportation issues or facilities in order to have the best possible data on current and or future projects. This quantitative baseline data helps staff analyze and prioritize potential projects.

Previous Work: On-going work to develop and maintain an Asset Management System to help inventory and track transportation infrastructure.

Task Elements:

- Catalog and report all transportation related infrastructure as a baseline quantitative data set. These may include current pavement conditions, ROWs, culverts, signs, traffic counts, trail counts, center line data, lane miles, etc.
- Improve centerline data quality
- Integrate linear reference information into future projects
- Provide support to TOML and for County regarding transportation data base requests

Expected Products:

- Updated transportation and attribute data to ensure accuracy of GIS
- Reports that prioritize, and plan future projects related to asset management information (decision tool)

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA		\$15,000	\$15,000

900.4 Regional Asset Management System - PPM (formerly 903-12-1)

Purpose: This work element is done on a regional basis to provide a comprehensive and consistent program around asset management. Because the staff necessary to do the appropriate work are County employees, 100% of the budget is allocated to the County, despite the fact that some of the work being done is within and for the TOML.

This work element covers staff time necessary to continually develop and maintain an inventory of Right-of-Way, encroachments, culverts, signs, and other transportation issues or facilities in order to have the best possible data on current and or future projects. This quantitative data is used for project development such as PIDs and PSRs.

Previous Work: On-going work to develop and maintain an Asset Management System to help inventory and track transportation infrastructure. This data is used to develop PIDs, PSRs, and capital projects.

Task Elements:

- Catalog and report all transportation related infrastructure including current pavement condition information and Pavement Management System (PMS)
- Provide reports to plan future maintenance in a cost-effective matter
- Improve center line data quality
- Integrate linear reference dataset into highway and road projects
- Provide support to TOML for County and TOML on transportation data request

Expected Products:

- Asset management data used to develop PIDs and PSRs
- Findings integrated into existing plans such as the five-year Capital Improvement Plan and the Transportation Asset Management Plan

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM	\$	\$25,000	\$25,000

900.5 Air Quality Monitoring and Planning TOML (formerly 803-13-1)

Purpose: The purpose of this work element is to offset a portion of the cost for the daily monitoring and collection of air pollution data in Mammoth Lakes associated with particulate matter created by vehicle use (cinders and tire wear) and other emissions in Mammoth Lakes. The data is utilized to monitor the effects of Vehicle Miles Traveled on air pollution and measure the effects of proposed or implemented transportation infrastructure improvements and maintenance policies. The work effort supports the policies and programs of the Great Basin Unified Air Pollution Control District, which coordinates regional air quality monitoring and improvement programs.

Task Elements & Products:

- Annual daily air pollution data and reporting

Estimated Benchmarks: N/A

Estimated Completion Date: On-going work element

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$500	\$	\$500

900.6 Regional Trails Planning (formerly WE 201-12-1)

Purpose: This work element will review community projects and implementation of the Trail and Bike Plans. This component may also consider Off Highway Vehicle (OHV) and Over Snow Vehicle (OSV) connections within and adjoining communities with public lands (combined use roads). Significant planning efforts and various design standards have been developed by the TOML, Mammoth Lakes Trails and Public Access (MLTPA), and Mammoth Lakes Recreation (MLR). Trail planning within the County will follow existing templates, and standards where possible.

Previous work: Met with trail proponents (Community Service Area 1 and MLR) on projects in the greater Long Valley area. Staff has reviewed future road rehabilitation projects for incorporation of bike lanes and other features where appropriate. Staff meets quarterly with Mammoth Lakes Recreation (MLR) to collaborate on various bike/pedestrian activities throughout the County. Supported Adventure Cycling Association pursuit of USBR 85 through Mono County.

Staff will incorporate previous studies into this GIS task/data layer. Project Study Reports (PSRs) and any related work on specific trail development or implementation will be funded with PPM funds or CSA 1/5 funding.

Task Elements:

- Conduct collection of GIS data and mapping to plan for future trail alignments
- Continue agency collaboration for trails planning and multi-modal accessibility including possible OHV connections (Combined Use Roads)
- Develop and refine trails plans and concepts for bike/pedestrian system components where there is an interest
- Investigate and identify funding sources for trail projects
- Develop mapping and baseline data for inclusion into WE 900.3
- Work with BLM, USFS, TOML, and MLR to ensure cohesive trail planning
- Develop a Regional Trails Plan for greater Long Valley area (CSA 1 trails and connectivity plan – Tom’s Place, Whitmore, to Sherwin Creek / Sawmill Cutoff Road)
- Continue work on North County Regional Trails Network – Bridgeport and Antelope Valleys (West Combined Use Rds / OHV and the West Walker River/Mt Gate Planning effort)
- Add items Matt Paruolo is working on
- Possible amendment to adopted Bicycle Plan and or Trails Plan

Expected Products:

- Preliminary trail alignments for Long Valley area CSA 1
- Long Valley area CSA 1 trails program from Tom’s Place, Whitmore, to Sherwin Creek / Sawmill Cutoff Road
- Combined Use demonstration or conceptual plan that would make OHV connections with communities and adjoining public lands
- Conceptual plan for the West Walker River / Mountain Gate Plan

Estimated Benchmarks: Preliminary trail alignments – Summer / Fall 2020, Long Valley area CSA 1 trails program – June 2022

Estimated Completion Date: On going tasks

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,000	\$4,000	\$6,000

900.7 Community Traffic Calming, Complete Streets and Design Standards (formerly 804-15-1)

Purpose: Develop and maintain standards for complete streets and traffic calming measures for application in neighborhoods and community areas to increase safety and livability for Mono County communities. RTP policies require transportation improvements to consider complete streets and other traffic calming measures.

Task Elements:

- Continue to conduct community complete street transportation planning efforts including, Main Street Projects (Bridgeport, Lee Vining, June Lake), Corridor Management Plan, etc.
- Conduct review of June Lake Village traffic patterns, conduct traffic counts, parking and snow storage constraints, and possible solutions to improve circulation in the Village
- Assess neighborhood & community issues, opportunities & constraints in the unincorporated area, with a focus on June Lake and main streets

Expected Products:

-

Estimated Benchmarks: Update of Mono County Road Standards – June of 2022

Estimated Completion Date: June of 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA		\$5,000	\$5,000

900.8 Mono County Public Works Projects

Purpose: Completion of various projects administered by the Mono County Public Works department. Projects include planning and coordination for regional trails and emergency access routes, modeling through the use of drone surveys and GIS, gathering data for speed surveys and Average Daily Traffic (ADT) counts, updating the Pavement Surface Evaluation and Rating (PASER) System, performing research and planning for the life cycle costs for pavement preservation treatments, updates to Mono County Road Standards, completion of the Local Road Safety Plan (LRSP), tracking of yearly traffic accident data and collision rates for evaluation of roadway safety, and support software.

Previous work:

- The Systemic Safety Analysis Report Program (SSARP) is completed. The LRSP will expand county road safety beyond engineering countermeasures.
- Emergency access routes for Swall Meadows and the Petersen Tract in June Lake have been proposed and partially analyzed, as identified in the Multi-Jurisdictional Hazard Mitigation Plan.
- GIS shapefiles are existing for roads and some signs.
- PASER System has been developed. Data has been collected for 2017-2018 and 2019-2020.
- Speed survey / traffic count device has been acquired.
- Life cycle analysis using equivalent annual cost method is being used to identify road maintenance treatments based on PASER ratings.
- Implementation of safety projects are in progress. Yearly assessment would inform effectiveness of implemented projects.

Task Elements:

- Prepare LRSP report, including community coordination, goal setting for safety, draft report, and tracking.
- Design emergency access routes.
- Inventory existing assets to be included in shapefiles and import into GIS.
- Update PASER database for 2021-22 by collecting and importing data.
- Development of ten speed/traffic surveys throughout the county.
- Update Mono County Road Standards.
- Create framework for a yearly assessment of safety plans and tracking of traffic collisions.
- Work with relevant community groups on regional trails planning.
- Perform research and planning on the life cycle cost for pavement preservation and development of life cycle software for implementation.

Expected Products:

- LSRP report.
- Draft design of emergency access routes.

- Completion of GIS map, including inventory of existing assets.
- Updated PASER database that reflects data from 2021-22.
- Report on data collected from ten speed/traffic surveys.
- Adoption of Mono County Road Standards by the Board of Supervisors.
- Identification of most cost-effective road maintenance treatments for incorporation into the 5-Year CIP.
- Determination of current traffic collision frequencies and collision rates on relevant county roads.

Estimated Benchmarks: First draft of GIS map in 2022, updated PASER dataset by end of fiscal year, draft report of LSRP winter 2021, draft of Mono County Road Standards in 2021.

Estimated Completion Date: GIS map ongoing, PASER system data updates ongoing, speed/traffic surveys ongoing, tracking of traffic collision data ongoing, Mono County Road Standards adopted by the Board of Supervisors in FY 21/22, regional trails planning ongoing, completion of LSRP report in FY 21/22.

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	-	\$29,500	\$29,500

Funding by Task Element:

Task – some items moved to 2022/23 OWP two year dependent on funding	Tentative 2 -year funding
Local Road Safety Plan (LRSP)	\$25,000
Emergency egress routes	\$30,000
GIS mapping	\$35,500
PASER	\$15,000
Transportation modeling	\$10,000
Drone Surveys	\$15,000
Mono County Road Standards Update (WE 900.7)	\$TBD
Regional trails planning & development	\$10,000
Software in support of visualization tools and modeling	\$5,000
Life cycle cost analysis for pavement preservation	\$15,000
Annual safety analysis	\$5,000
Highway Bridge Program (HBP) Updates (WE900.4)	\$TBD

APPENDIX A OWP BILLING PROCEDURES

- 1) All costs need to be submitted by the 15th of the month following the quarter end. Late submittals will not be included. The deadlines are:

Quarter 1 = July 1 – Sept 30: Billing must be submitted by October 15

Quarter 2 = October 1 – December 31: Billing must be submitted by January

15 Quarter 3 = January 1 -March 31: Billing must be submitted by April 15

Quarter 4 = April 1 – June 30: Billings must be submitted by July 15

- 2) All expenditures must include the following:
 - A. OWP Work Element number and work element description that has a budget. If there is no approved budget the costs will be omitted.
 - B. Staff time must include hours worked per day with a rate.
 - C. If consultant costs are included, then detail of consultant costs must be included.
 - D. A brief narrative of quarterly work completed per Work Element and explanation of expenditures for the overall billing.
- 3) All OWP expenditures require a final closeout for the prior fiscal year to Caltrans District 9 by August 31. Please include all WE deliverables no later than July 31.

Appendix B GLOSSARY OF TERMS AND ACRONYMS

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.

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.

Community Service Areas (CSA): A body that provides services to specific areas of the County. Typical services include may include services not provided by Special Districts or services not provided on a Countywide basis. Examples include, TV service, parks and recreational services, fire/police, mosquito abatement, and/or other community needs. CSA spending is dependent on Board of Supervisor approval.

Eastern California Transportation Planning Partnership (ECTPP): This group is made of Inyo County Local Transportation Commission (ICLTC), Kern Council of Governments (Kern COG), MCLTC, San Bernardino County Transportation Agency (SBCTA), and Caltrans District 9. Other Caltrans Districts also participate (District 6 in Fresno and District 8 San Bernardino) depending on project location or District involvement.

Eastern Sierra Transit Authority (ESTA): The Eastern Sierra Transit Authority (ESTA) was established in November of 2006 as a Joint Powers Authority between the Counties of Inyo, Mono, the City of Bishop, and the Town of Mammoth Lakes. ESTA is the public transit agency created to provide for public transportation in and for the four member jurisdictions and throughout the entire Eastern Sierra region.

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).

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.

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.

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.

Mono County Local Transportation Commission (MCLTC): MCLTC is the recognized RTPA for the Town of Mammoth Lakes and County.

Overall Work Program (OWP): MCLTC 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;
- ◆ Monitoring the implementation of STIP projects – includes project delivery, timely use of funds, and compliance with state law and CTC guidelines.

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.

Regional Transportation Improvement Program (RTIP): MCLTC 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 Mono County residents over the next 20 years. This document is designed to guide the systematic development of a comprehensive multi-modal transportation system for Mono 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 Mono County, MCLTC coordinates transportation planning for the Town of Mammoth Lakes and County.

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 member of the CTC usually 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 general public, seniors and/or disabled; social service providers for seniors, disabled, and persons of limited means. The SSTAC meets at least once annually and has the following responsibilities:

- ◆ To maintain and improve transportation services to County residents, particularly the elderly and transit dependent
- ◆ Review and recommend action to the MCLTC 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 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.

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 MCLTC's major responsibilities is the administration of TDA funds.

Yosemite Area Regional Transportation System (YARTS): a joint powers agreement between Merced, Mariposa, and Mono Counties created in September 1999 to improve transportation to and from Yosemite National Park. YARTS provides seasonal transit service into the park from Mono County via SR 120.



Benton Pavement Project

United States (US) Route 6

Planning Phase - Caltrans District 9

Introduction:

The Benton Pavement Project proposes to improve pavement condition on US 6 near Benton, California. The existing pavement within the project limits has never received capital maintenance and is in need of repaving. The project is currently in the conceptual/planning phase. All information presented on this webpage is subject to change during development of the project. Interested parties may submit comments using the survey link in the "Comments" section of this page. Additional opportunity to comment will occur during the Environmental Phase of the project.

Location and Overview

Location: In Mono County at and near Benton from Falls Creek Ranch Road (Postmile 16.9) to 0.2 mile north of Montgomery Road (Postmile 26.5).



Click on specific map features for more information about the project. (PM =postmile).

Major Features: Pavement/Asphalt, Striping,
Drainage/Culverts, Regulatory and Warning Signage

Estimated Construction Cost: \$5.6 Million

Estimated Construction Year: 2026/2027

Project Purpose and Need:

Purpose of the project:

- Restore the pavement to a good service condition and ride quality. The project will improve the condition of the roadway by at least five years and will defer the need for major and intrusive maintenance.
- Improve roadside drainage.

Why this project is needed:

- Pavement shows signs of distress and cracking. This distress is beyond what can reasonably be maintained by Caltrans maintenance forces. Further deferring pavement maintenance would result in the need for a major pavement rehabilitation, which would be more intrusive and expensive.
- A culvert within the project limits needs to be replaced with a larger diameter culvert in order to accommodate drainage across the roadway. The existing culvert backs up and continually needs to be diverted. Addressing this drainage work will help alleviate continuous maintenance in the area surrounding this culvert.



Full Scope

- Remove (dig out) sections of the roadway and fill with Hot Mix Asphalt (Type A) and overlay from edge of pavement to edge of pavement with 0.15' Hot-Mix Asphalt (Type A).

- Place shoulder backing 3' from the edge of pavement. Shoulder backing supports edge of pavement to prevent cracking and pavement loss.
 - Upgrade striping and existing signs to current retro-reflectivity and color standards including post replacement when necessary. Improved striping and signage will be more visible to the traveling public.
 - Increase the capacity of an existing culvert by replacing it with a larger diameter culvert and altering an existing drainage ditch.
-

Comments

To submit comments for consideration on this project and future projects, please use the following survey:

<https://arcg.is/0zzCS01>

The survey will be open for comments between **February 1st and March 15th, 2021**.

If comments can not be accommodated through the Benton Pavement Project, we will investigate and vet all feasible comments for possible inclusion in other future projects.

California Active Transportation (CAT) Plans

Caltrans is also looking for public input on its active transportation planning process survey to identify locations for bicycle and pedestrian improvements on the state highway system. The public can play a critical role in shaping the plans by participating in this localized map-based survey:

survey.catplan.org

The CAT survey is focused on bicycle and pedestrian improvements in the entirety of Caltrans District 9, encompassing Inyo, Mono, and Eastern Kern County. However, comments added which are adjacent to the Benton Pavement project will also be considered for inclusion in the project and future projects.

For more information about the Caltrans Active Transportation Plans, visit catplan.org/district-plans



For additional information, please contact Mark Heckman, Senior Transportation Planner, at Mark.Heckman@dot.ca.gov or (760) 872-1398.



Mission: Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.

Powered by ArcGIS StoryMaps

Subject: Letter of Support of ESTA's FTA Section 5304 grant application for sustainable transportation planning

Dear FTA Program Manager,

On behalf of Mono County Local Transportation Commission (The County), I would like to express my support for the Eastern Sierra Transit Authority's FTA 5304 grant application. As expressed in Mono County's Overall Work Program, page 28, we are in support of efforts made to improve air quality in our region. TOML Work Element 900.5 Air Quality Monitoring and Planning states, "The work effort supports the policies and programs of the Great Basin Unified Air Pollution Control District, which coordinates regional air quality monitoring and improvement programs." Fleet electrification plans support this effort.

As a member of our community, and an elected official, I can attest to Eastern Sierra Transit's dedication to serving the needs of Mono County. Their staff understands the needs of our community and provides the highest quality of service to the entire region.

I thank you in advance for your consideration to provide FTA Section 5304 funding for sustainable transportation planning. If you have any questions, please feel free to contact Gerry LeFrancois, MCLTC Co-Executive Director, directly at (760) 924-1810.

Sincerely,

Chair, Mono County Local Transportation Commission

Mono County Local Transportation Commission

PO Box 347
Mammoth Lakes, CA 93546
760.924.1800 phone, 924.1801 fax
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760.932.5420 phone, 932.5431 fax
www.monocounty.ca.gov

Staff Report

February 8, 2021

TO: Mono County Local Transportation Commission

FROM: Megan Mahaffey, LTC Accountant

RE: Local Transportation Account (LTF) projections for FY 2021-22

RECOMMENDATION

None

FINANCIAL IMPLICATIONS

The 2021-22 estimate from the Mono County Auditor/Controller Office for LTF funding is \$692,271. Allocation of these funds is guided by the Transportation Development Act. The 2021-22 estimate is \$15,229 above the original 2020-21 estimate and \$150,638 below the 20% reduced estimate that was allocated due to COVID-19.

DISCUSSION

The Mono County Local Transportation Commission (LTC) is the Regional Transportation Planning Agency (RTPA) responsible for apportioning and administering the Local Transportation Fund in accordance with the Transportation Development Act. The Local Transportation Fund is comprised of 0.25% of local sales and use tax distributed monthly by the State Board of Equalization based on sales tax collected in each county. Annually, the Mono County Director of Finance provides the Local Transportation Commission with an estimate for the Local Transportation Fund revenue for the upcoming fiscal year based on a 10-year rolling average. The Mono County LTF 2020-21 estimate was originally \$677,042, but was reduced by 20% to \$541,633 to account for loss in sales due to COVID-19. The projection for 2020-2021 is \$677,042. Each year, the LTC adopts a resolution establishing how these funds will be allocated. The recommended annual resolution is based on the Local Transportation Act, Auditor's LTF estimate, unmet transit needs, the submitted claimant letters and direction from the Commission. LTC will bring a resolution in June 2021 apportioning and allocating 2020-21 LTF projected revenues.

For questions regarding this item, please contact Megan Mahaffey at 760.924.1836.

ATTACHMENT

- LTF revenues and projections
- LTF 2021-22 auditor estimate

LTF Revenues and Allocations

a/c 10090

	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>FY 21-22</u>
July	\$30,300	\$34,900	\$38,700	\$39,000	\$37,300	\$36,900	\$37,400	\$58,239	\$76,240	\$111,622	<i>\$50,060</i>
August	\$40,400	\$46,500	\$51,600	\$52,000	\$49,700	\$49,200	\$49,900	\$40,410	\$49,275	\$24,395	<i>\$45,338</i>
September	\$67,356	\$69,720	\$58,333	\$54,319	\$62,366	\$80,307	\$90,265	\$82,865	\$72,677	\$48,099	<i>\$68,631</i>
October	\$45,500	\$50,900	\$50,500	\$51,400	\$54,200	\$53,100	\$55,500	\$116,754	\$117,517	\$183,514	<i>\$77,888</i>
November	\$60,600	\$67,800	\$67,300	\$68,600	\$72,200	\$70,800	\$74,000	\$43,398	\$54,977	\$12,679	<i>\$59,235</i>
December	\$59,606	\$42,976	\$49,973	\$60,479	\$48,447	\$68,008	\$84,447	\$56,705	\$60,511	\$64,068	<i>\$59,522</i>
January	\$36,100	\$38,900	\$37,800	\$41,200	\$39,700	\$43,800	\$44,500	\$67,019	\$76,638	\$84,093	<i>\$50,975</i>
February	\$48,100	\$51,800	\$50,400	\$54,900	\$53,000	\$58,400	\$59,300	\$80,601	\$73,953	<i>\$57,205</i>	<i>\$58,766</i>
March	\$58,082	\$42,236	\$62,547	\$48,387	\$66,240	\$59,886	\$78,780	\$66,255	\$68,314	<i>\$61,517</i>	<i>\$61,225</i>
April	\$41,300	\$40,400	\$43,200	\$46,100	\$32,800	\$43,400	\$57,000	\$89,384	\$71,518	<i>\$50,810</i>	<i>\$51,591</i>
May	\$55,000	\$53,900	\$57,600	\$61,500	\$43,700	\$57,800	\$76,963	\$67,701	\$0	<i>\$53,726</i>	<i>\$52,789</i>
June	\$41,345	\$57,347	\$61,092	\$939	\$114,400	\$99,793	\$54,390	\$56,902	\$22,683	<i>\$53,616</i>	<i>\$56,251</i>
Total	\$ 583,690	\$ 597,379	\$ 629,046	\$ 578,825	\$ 674,054	\$ 721,394	\$ 762,445	\$ 826,233	\$ 744,304	\$ 805,344	\$ 692,271
<i>Estimates</i>	<i>\$ 497,000</i>	<i>\$ 560,000</i>	<i>\$ 575,000</i>	<i>\$ 592,235</i>	<i>\$ 622,812</i>	<i>\$ 607,787</i>	<i>\$ 604,264</i>	<i>\$ 617,259</i>	<i>\$ 638,805</i>	<i>\$ 677,042</i>	



**DEPARTMENT OF FINANCE
AUDITOR-CONTROLLER
COUNTY OF MONO**

Kim Bunn
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM, MPA
Director of Finance

Gerald Frank
Assistant Finance Director
Treasurer - Tax Collector

January 26, 2021

Mono County Local Transportation Commission
P.O. Box 8
Bridgeport, CA 93517

RE: California Code of Regulations Title 21, Division 3, Chapter 2
Transportation Development Article 3 Section 6620 (Annual LTF Estimate)

Assuming there are no unallocated funds as of June 30, 2021, the monies available for allocation by the Local Transportation Commission during the Fiscal Year 2021-2022 are estimated to be \$692,271.

Please contact me if you require additional information.

Sincerely,

Janet Dutcher

Janet Dutcher, CPA, CGFM, MPA
Director of Finance
Mono County, CA

Cc: Wendy Sugimura, Community Development Director (Mono County)
Megan Mahaffey, Accountant II (Mono County)

Mono County Local Transportation Commission

PO Box 347
Mammoth Lakes, CA 93546
760- 924-1800 phone, 924-1801 fax
monocounty.ca.gov

PO Box 8
Bridgeport, CA 93517
760- 932-5420 phone, 932-5431 fax

Staff Report

February 8, 2021

TO: Mono County Local Transportation Commission
FROM: Megan Mahaffey, Accountant
SUBJECT: Mono County Local Transportation Commission Audit Report 2019-20

RECOMMENDATION

Receive and accept LTC Financial Statement with Independent Auditor's Report ending June 30, 2020

DISCUSSION

Receive the Mono County Local Transportation Commission Financial Statement with Independent Auditor's Report dated June 30, 2020.

FISCAL IMPLICATIONS

N/A

ATTACHMENTS

Financial Statement with Independent Auditor's Report ending June 30, 2020

MONO COUNTY
LOCAL TRANSPORTATION
COMMISSION

Annual Financial Report
With Independent Auditor's Report Thereon

June 30, 2020

**MONO COUNTY
LOCAL TRANSPORTATION COMMISSION**

Table of Contents

	<u>Page</u>
 <u>Financial Section</u>	
Independent Auditor's Report	1-2
Management's Discussion and Analysis.....	3-8
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements:	
Balance Sheet – Governmental Fund.....	11
Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Fund.....	12
Statement of Fiduciary Net Position	13
Statement of Changes in Fiduciary Net Position	14
Notes to Financial Statements	15-20
Required Supplementary Information:	
Budgetary Comparison Schedule – Planning Fund.....	21
Notes to Required Supplementary Information	22
Supplementary Information:	
Private Purpose Trust Funds:	
Combining Statement of Fiduciary Net Position	23
Combining Statement of Changes in Fiduciary Net Position	24
Local Transportation Fund:	
Statement of Fiduciary Net Position – by Area of Apportionment	25
Statement of Changes in Fiduciary Net Position – by Area of Apportionment	26
Schedule of Allocations and Expenditures – Local Transportation Fund.....	27
Schedule of Allocations and Expenditures – State Transit Assistance Fund.....	28
Overall Work Program – Planning Fund – Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual by Funding Source	29
 <u>Other Reports</u>	
Report on Compliance Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with the Statutes, Rules, and Regulations of the California Transportation Development Act and the Allocation Instructions and Resolutions of the Transportation Commission.....	30-31
Letter to Management.....	32



Craig R. Fechter, CPA, MST

INDEPENDENT AUDITOR'S REPORT

Mono County Local Transportation Commission
Mammoth Lakes, California

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Mono County Local Transportation Commission as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Mono County Local Transportation Commission
Mammoth Lakes, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Mono County Local Transportation Commission as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3–8 and 21–22 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Mono County Local Transportation Commission's basic financial statements. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, these statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Fechter & Company
Certified Public Accountants



October 30, 2020
Sacramento, California

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Management's Discussion and Analysis
 For the Year Ended June 30, 2020

As management of the Mono County Local Transportation Commission (Commission), we offer readers of our financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2020. We encourage readers to consider the information that we have furnished in the Commission's financial statements, which immediately follows this section.

This narrative overview and analysis uses the following acronyms:

RPA: Regional Planning Assistance
 PPM: Planning, Programming & Monitoring
 RSTP: Regional Surface Transportation Program
 ESTA: Eastern Sierra Transit Agency
 OWP: Overall Work Program

Financial Highlights

- The assets of the Commission exceeded its liabilities at the close of the year by \$151,673 (*net position*). All of this balance is unrestricted and is available to meet ongoing obligations to citizens and creditors.
- As of June 30, 2020, the Commission reported an ending fund balance of \$151,673 for its governmental fund. This is a decrease of \$246,346 in comparison with the prior year. The ending balance is derived from grants and other sources, and spending limited to transportation planning activities.
- The Commission's activities are guided by the OWP used to apply for RPA and other available financial resources, all directed toward the continuous update and improvement of Regional Transportation Plans in the County. In fiscal year 2019-20, the Commission incurred program expenditures of \$519,547, a decrease of \$194,247, or 60%, from last year's programmed expenditures. Program activities were funded solely with grant revenues recognized this fiscal year.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The Commission's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required and other supplementary information in addition to the basic financial statements themselves.

The *government-wide financial statements* are designed to provide readers with a broad overview of the Commission's finances, in a manner similar to a private sector business. These statements provide both long-term and short-term information about the Commission's overall financial status.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Management's Discussion and Analysis
 For the Year Ended June 30, 2020

The *statement of net position* presents information on the Commission's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator whether the financial position of the Commission is improving or deteriorating.

The *statement of activities* presents information showing how the Commission's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported in the statement for some items that will only result in cash flows in future fiscal periods.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commission, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Commission can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds are used to account for essentially the same function(s) reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on (1) how cash and other financial assets can readily be converted to available resources and (2) the balances left at year-end that are available for spending. Such information may be useful in determining what financial resources are available in the near future to finance the Commission's program activities.

Governmental fund financial statements report essentially the same functions as those reported in the government-wide financial statements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Commission maintains one individual governmental fund, the Planning Fund.

Fiduciary funds are used to account for resources held for the benefit of parties outside the Commission. Fiduciary funds are not reflected in the government-wide statements because the resources of those funds are not available indiscriminately to support the Commission's own programs. The Commission's fiduciary funds consist solely of private purpose trust funds which are used to account for the Local Transportation Fund, the Statement Transit Assistance Fund and the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA).

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Management's Discussion and Analysis
 For the Year Ended June 30, 2020

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information that includes a budgetary comparison schedule. The Commission adopts an annual appropriated budget for its planning fund. A budgetary comparison schedule has been provided to demonstrate compliance with the budget. Immediately following the required supplementary information is certain supplementary information included to satisfy certain compliance requirements.

Government-wide Financial Analysis

The following table compares the Statement of Net Position at June 30, 2020 and 2019:

	Governmental Activities		
	2020	2019	Change
Assets			
Cash and investments	\$ 178,265	\$ 222,205	\$ (43,940)
Receivables	96,030	179,934	(83,904)
Total assets	<u>274,295</u>	<u>402,139</u>	<u>(127,844)</u>
Liabilities			
Accounts payable	<u>122,622</u>	<u>4,120</u>	<u>118,502</u>
Total liabilities	<u>122,622</u>	<u>4,120</u>	<u>118,502</u>
Net Position			
Unrestricted	<u>\$ 151,673</u>	<u>\$ 398,019</u>	<u>\$ (246,346)</u>

As noted earlier, net position may serve over time as a useful indicator of whether the Commission's financial position is improving or deteriorating. Other factors, such as market conditions, should be considered in measuring the Commission's overall financial position.

At June 30, 2020, assets exceeded liabilities by \$151,673, a decrease of \$246,346 or 62%. The Commission's net position is the accumulation of unspent grants where project expenditures over time have been less than the available funding sources. The decrease in fund balance of \$246,346 during fiscal year 19-20 resulted from RPA and other transportation grant funding received during the fiscal year being less than the expenses incurred.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Management's Discussion and Analysis
 For the Year Ended June 30, 2020

The following table shows the changes in net position for governmental activities:

	Governmental Activities		
	2020	2019	Change
Program revenues			
Regional planning assistance	\$ 171,347	\$ 86,037	\$ 85,310
Planning, Programming & Monitoring	-	335,000	(335,000)
Regional Surface Transportation Program	94,884	80,622	14,262
Total program revenues	266,231	501,659	(235,428)
General revenues - interest	6,970	4,936	2,034
Total revenues	273,201	506,595	(233,394)
Program expenses - transportation planning	519,547	325,300	194,247
Change in net position	(246,346)	181,295	(427,641)
Net position at beginning of year	398,019	216,724	181,295
Net position at end of year	\$ 151,673	\$ 398,019	\$ (246,346)

The Commission's total program and general revenues were \$266,231, while the total cost of all programs was \$519,547. Grants funded all of the Commission's programs. PPM revenues were \$335,000 lower than the prior year because nothing was programmed in the STIP 2019-2020 funding year.

Governmental Funds

As noted earlier, the Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the Commission's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Commission's financing requirements.

For the year-ended June 30, 2020, the Commission reported an ending fund balance of \$151,673, a decrease of \$246,346 from the prior year. This decrease represents the carry-over of unspent grant funds to be incorporated into the next fiscal year's budget.

Total revenues were \$273,201, which represents a decrease of \$233,393 from the prior year. RPA grants were a bit higher and PPM funds were significantly lower because they did not include STIP funding. The availability of the Commission's primary funding sources varies from year to year, often dictated by the need for specific transportation planning tasks designed to achieve the organization's goals and objectives.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Management's Discussion and Analysis
 For the Year Ended June 30, 2020

Total expenditures were the result of programmed activities, which vary from year to year. This year's programmed activities compared to last year's activities are as follows:

<u>Work Element</u>	<u>2020</u>	<u>2019</u>	<u>Change</u>
100 Administration	\$ 32,542	\$ 19,154	\$ 13,388
200 RTP Planning	17,468	5,220	12,248
300 Transit Planning and Interagency Coordination	3,774	2,753	1,021
500 Airports	-	1,032	(1,032)
600 Livable Communities	3,155	12,280	(9,125)
700 RTIP Maintenance & Planning	90,023	5,678	84,345
800 Community Planning	5,592	6,267	(675)
900 Current Planning & Monitoring	186,208	65,386	120,822
1000 Training & Development	5,279	7,530	(2,251)
RSTP Program	175,506	-	175,506
ESTA Pass Through	-	200,000	(200,000)
Total expenditures	<u>\$ 519,547</u>	<u>\$ 325,300</u>	<u>\$ 194,247</u>

Budgetary Highlights

On June 10, 2019, the Commission adopted the fiscal year 2019-20 OWP. The OWP covers activities funded with RPA and PPM sources and totaled \$558,500. With the addition of the RSTP and ESTA pass through grant programs, the Commission's budget for the year totaled \$736,006.

Actual revenues were \$273,201. RPA and PPM, and were not fully spent. A percentage of unspent funds are to be re-programmed into the following fiscal year's OWP.

Actual expenditures for the OWP were under budget by \$216,459, or 29% of budget. Some work elements were less expensive than anticipated and other work elements had activities that were delayed and rescheduled to be completed in the next fiscal year.

**MONO COUNTY
LOCAL TRANSPORTATION COMMISSION**
Management's Discussion and Analysis
For the Year Ended June 30, 2020

Capital Assets and Debt Administration

Capital Assets

The Commission has adopted a capitalization threshold of \$5,000 per asset. This is the same threshold used by the County of Mono. The Commission did not have any capital assets at June 30, 2020 that exceeded this threshold.

Debt Administration

The Commission did not have any long-term obligations as of June 30, 2020.

Requests for Information

This financial report is designed to provide a general overview of the Commission's finances for all those interested. Questions concerning, any of the information provided in this report or requests for additional financial information should be addressed to Mono County Local Transportation Commission, P.O. Box 347, Mammoth Lakes, CA 93546.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Net Position
June 30, 2020

	<u>Governmental Activities</u>
ASSETS	
Cash and investments	\$ 178,265
Due from other governments	<u>96,030</u>
Total Assets	<u>274,295</u>
LIABILITIES	
Accounts payable	<u>122,622</u>
NET POSITION	
Unrestricted	<u><u>\$ 151,673</u></u>

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Activities
For the Year Ended June 30, 2020

	<u>Governmental Activities</u>
PROGRAM REVENUES	
Operating grants	
Regional planning assistance	\$ 171,347
Regional Surface Transportation Program	<u>94,884</u>
Total Program Revenues	266,231
PROGRAM EXPENSES	
Transportation planning and administration	519,547
Net (Expenses) Program Revenues	<u>(253,316)</u>
GENERAL REVENUES	
Interest earned	<u>6,970</u>
Change in Net position	(246,346)
Net Position, Beginning of the Year	<u>398,019</u>
NET POSITION, END OF THE YEAR	<u><u>\$ 151,673</u></u>

FUND FINANCIAL STATEMENTS

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Balance Sheet - Governmental Fund
June 30, 2020

	Planning Fund
ASSETS	
Cash and investments	\$ 178,265
Due from other governments	<u>96,030</u>
Total Assets	<u>\$ 274,295</u>
LIABILITIES	
Accounts payable	<u>\$ 122,622</u>
Total Liabilities	122,622
FUND BALANCES	
Unassigned	<u>151,673</u>
Total Liabilities and Fund Balances	<u>\$ 274,295</u>

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Revenues, Expenditures, and Changes in Fund Balance
 Governmental Fund
 For the Year Ended June 30, 2020

	<u>Planning Fund</u>
REVENUES	
Rural Planning Assistance (RPA)	\$ 171,347
Regional Surface Transportation Program (RSTP)	94,884
Interest	<u>6,970</u>
Total Revenues	<u>273,201</u>
EXPENDITURES	
Planning and Administration - RPA	171,303
Planning - STIP-PPM	172,738
RSTP program	<u>175,506</u>
Total Expenditures	<u>519,547</u>
CHANGE IN FUND BALANCE	(246,346)
Fund Balance, Beginning of the Year	<u>398,019</u>
FUND BALANCE, END OF THE YEAR	<u><u>\$ 151,673</u></u>

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Fiduciary Net Position
 Fiduciary Funds
 June 30, 2020

	Private Purpose Trust Funds
ASSETS	
Cash and investments	\$ 1,258,135
Taxes receivable	111,622
Due from other governments	<u>81,729</u>
 Total Assets	 <u><u>\$ 1,451,486</u></u>
LIABILITIES	
Allocations payable	<u>\$ 313,637</u>
NET POSITION	
Held in trust for other governments	<u>1,137,849</u>
 Total Liabilities and Net Position	 <u><u>\$ 1,451,486</u></u>

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Changes in Fiduciary Net Position
 Fiduciary Funds
 For the Year Ended June 30, 2020

	<u>Private Purpose Trust Funds</u>
ADDITIONS	
Sales and use tax	\$ 779,686
Intergovernmental revenues	339,170
Interest	<u>26,834</u>
 Total Additions	 <u>1,145,690</u>
DEDUCTIONS	
Allocations to Claimants	
Town of Mammoth Lakes	76,769
Eastern Sierra Transit Authority	1,053,366
Yosemite Area Regional Transit System	35,000
Mono County Senior Services	30,000
Administration	<u>10,473</u>
 Total Deductions	 <u>1,205,608</u>
CHANGE IN FIDUCIARY NET POSITION	 (59,918)
 Net Position, Beginning of Year, Restated	 <u>1,197,767</u>
 Net Position, End of Year	 <u>\$ 1,137,849</u>

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 1: Summary of Significant Accounting Policies

The financial statements of the Mono County Local Transportation Commission (Commission) are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Commission's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

A. Reporting Entity

The Commission is the designated Regional Transportation Planning Agency for Mono County. The Commission's members include the County of Mono and the Town of Mammoth Lakes. Its governing board includes two members appointed by the Mammoth Lakes Town Council, one member of the public appointed by the Mammoth Lakes Town Council, and three members appointed by the Mono County Board of Supervisors. The Commission's primary role is to administer the transportation planning process and provide ongoing administration of the Transportation Development Act (TDA) funds.

The Commission receives monies from the State of California and allocates those monies for the planning, management, and operation of public transportation systems within the County of Mono. The Commission also has the authority to allocate monies for other transportation related activities including streets and road projects.

B. Basis of Presentation

Government-wide Statements: The statement of net position and the statement of changes in net position report information on all of the governmental activities of the Commission. These statements include the financial activities of the overall government except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between governmental and business-type activities of the Commission. Governmental activities, which are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to an extent on charges and fees from the public for support. The Commission had no business-type activities to report for the year ended June 30, 2020.

The statement of activities demonstrates the degree to which the program expenses of a given governmental function are offset by program revenues. Program expenses include direct expenses which are clearly identifiable with a specific function and allocated indirect expenses. Program revenues include charges paid by recipients of goods or service offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other items, which are properly not included among program revenues, are reported instead as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Commission's funds. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. Any remaining governmental funds are aggregated and reported as nonmajor funds.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 1: Summary of Significant Accounting Policies – Continued

B. Basis of Presentation – Continued

The Commission reports the following major governmental fund:

- *Planning Fund*– The planning fund acts as the general fund for the Commission and all planning and administrative activities are accounted for in this fund. Separate sets of accounts are maintained to account for specific sources of grant revenues and the associated expenditures, but for reporting purposes, all of these accounts are combined into one fund.

The Commission did not have any non-major governmental funds as of June 30, 2020.

The Commission reports the following private purpose trust funds:

- *Local Transportation Fund*– This fund accounts for revenues received and allocations made for certain transit, pedestrian & bicycle, and streets & roads projects within Mono County. Revenues are generated from a ¼ sales tax imposed by the State of California Pursuant to the Transportation Development Act (TDA). Sales tax revenues are collected by businesses within Mono County and are remitted to the State Board of Equalization (Board). The Board, after deducting an administrative fee, remits the revenues to the County on a monthly basis. Expenditures of these monies must be made in accordance with TDA regulations.
- *State Transit Assistance Fund* – Revenues for this fund are earned based on a portion of the State gasoline tax. The tax is allocated to Mono County by the State Controller’s office.
- *Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Fund* – Revenues for this fund are received from the California Department of Transportation and are eligible for distribution to transit operators for transportation infrastructure, including grants for transit system safety, security, and disaster response projects.

C. Basis of Accounting

The government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Grants are recognized as revenue as soon as all eligibility requirements imposed by the grant have been met. Revenues from sales taxes are recognized when the underlying transactions take place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 1: Summary of Significant Accounting Policies – Continued

C. Basis of Accounting – Continued

of the current period. The Commission utilizes a one-year availability period for revenue recognition for governmental fund revenues.

Those revenues susceptible to accrual are sales taxes, intergovernmental revenues (grants), and interest revenues. Non-exchange transactions, in which the Commission gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants, entitlements and donations. On the modified accrual basis, revenues from grants, entitlements and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

A fund reports deferred revenue on its balance sheet. Deferred revenues arise when potential revenue does not meet the “measurable” and “available” criteria for recognition in the current period. Deferred revenues also arise when resources are received by the fund before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the fund has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

D. Cash in County Treasury

Cash is deposited with the County in an investment pool in order to facilitate the management of cash. Each fund’s portion of this pool is displayed on the balance sheet as “cash and investments.” On a quarterly basis, the County Treasurer allocates interest to the various funds based upon the average monthly cash balances. Information regarding categorization of investments, risk and fair value reporting can be found in the County’s financial statements. The Mono County Treasury Oversight Committee oversees the Treasurer’s investment policies and practices.

The Commission adheres to the County’s deposit and investment policy that address specific types of risk. Required risk disclosures for the Fund’s investment in the Mono County Investment Pool at June 30, 2020, were as follows:

Credit risk	Not rated
Custodial risk	Not applicable
Concentration of credit risk	Not applicable
Interest rate risk	Not available

Investments held in the County’s investment pool are available on demand and are stated at amortized cost, which approximates fair value. The County of Mono Investment Pool operates and reports to participant on an amortized cost basis. The income, gains and losses, net of administration fees, are allocated based upon the participant’s average daily balance. All participants share proportionally in any realized gains or losses on investments. The fair value of the investment pool is approximately equal to the value of the pool shares.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 1: Summary of Significant Accounting Policies – Continued

E. Receivables

The Commission's receivables includes mostly amounts due from other governmental agencies and consists of specific planning grants. Management has determined that the Commission's receivables are fully collectible. Accordingly, no allowance for doubtful accounts has been made.

F. Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. As of June 30, 2020, the Commission had no deferred outflows of resources.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. As of June 30, 2020, the Commission had no deferred inflows of resources.

G. Net Position

Sometimes the Commission will fund outlays for a particular purpose from both restricted and unrestricted resources. To determine the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. The Commission considers restricted net position to have been depleted before unrestricted net position is applied.

H. Fund Balance Polices

In governmental funds, the following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- *Non-spendable Fund Balance* – amounts that cannot be spent because they are either not spendable in form or legally or contractually required to remain intact.
- *Restricted Fund Balance* – amounts with constraints placed on their use by those external to the Commission, including creditors, grantors, contributors, or laws and regulations of other governments. It also includes constraints imposed by law through constitutional provisions or enabling legislation.
- *Committed Fund Balance* – amounts that can only be used for specific purposes determined by formal action of the Commission's highest level of decision-making authority (the Commission's Board) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
 Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 1: Summary of Significant Accounting Policies – Continued

H. Fund Balance Polices - Continued

- *Assigned Fund Balance* –amounts that are constrained by the Commission’s intent to be used for specific purposes. The intent can be established at either the highest level of decision making or by a body or an official designated for that purpose.
- *Unassigned Fund Balance* –the residual classification that includes amounts not contained in the other classifications.

The Commission’s board establishes, modifies, or rescinds fund balance commitments and assignments by passage of a resolution. When restricted and unrestricted resources are available for use, it is the Commission’s policy to use restricted resource first, followed by unrestricted committed, assigned, and unassigned resources as they are needed.

I. Insurance and Risk of Loss

The Commission participates in the County of Mono’s risk pool. Under this program coverage is provided up to a maximum of \$300,000 for each worker’s compensation claim and \$100,000 for each general liability claim. The County is a member of the California State Association of Counties’ Excess Insurance Authority, a public entity risk pool currently operating as a common risk management and insurance program for counties.

J. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and revenues and expenses during the reporting period. Actual results could differ from these estimates.

K. Related Party Transactions

The Commission has an agreement with the County and the Town to manage its operations. The County and the Town also provide engineering and construction services to the Commission when needed.

Note 2: Contingencies

The Commission may be involved in various other claims and litigation arising in the ordinary course of business. Commission management, based upon the opinion of legal counsel, is of the opinion that the ultimate resolution of such matters should not have a materially adverse effect on the Commission’s financial position or results of operations.

The Commission also receives a number of grants and sales tax revenues from the State of California. Each of these grants is subject to audit by the grantor agency. Such audit could result in funds being returned to the state.

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 3: PTMISEA & Transit Security

In November 2006, California voters passed a bond measure enacting the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Of the \$19.925 billion of state general obligation bonds authorized, \$4 billion was set aside by the State as instructed by statute as the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA). As per Government Code Section 8879.58, Transit System Safety, Security and Disaster Response Account revenues are reflected below.

The PTMISEA funds are available to the California Department of Transportation for intercity rail projects and to transit operators in California for rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or for rolling stock procurement, rehabilitation, or replacement. The Transit Security funds are to be used for capital projects that provide increased protection against a security and safety threat, and for capital expenditures to increase the capacity of transit operators, including waterborne transit operators, to develop disaster response transportation systems that can move people, goods, and emergency personnel and equipment in the aftermath of a disaster impairing the mobility of goods, people, and equipment.

During the fiscal year ended June 30, 2020, the Commission did not receive any proceeds from the State's PTMISEA and Transit Security account. As of June 30, 2020, PTMISEA and Transit Security funds received and expended were verified in the course of our audit. The only thing remaining in the fund is Interest of \$849.

Note 4: Subsequent Events

Management has evaluated events subsequent to June 30, 2020, through October 30, 2020, the date on which the financial statements were available for issuance. Based upon this evaluation, except for the following, it was determined that no other subsequent events occurred that require recognition or additional disclosure in the financial statements.

In January 2020, the virus SARS-CoV-2 was transmitted to the United States from overseas sources. This virus, responsible for the Coronavirus disease COVID-19 has proven to be extremely virulent with transmission rates as yet unknown. The economic impact in the State of California and the County of Mono as yet has not been determined and therefore any potential impact on the Commission is not yet known.

REQUIRED SUPPLEMENTARY INFORMATION

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Budgetary Comparison Schedule
 Planning Fund
 For the Year Ended June 30, 2020

	Original & Final Budget	Actual	Variance Over/(Under) Budget
Revenues			
Rural Planning Assistance	\$ 287,500	\$ 171,347	\$ (116,153)
STIP-PPM	271,000	-	(271,000)
RSTP	-	94,884	94,884
Interest	-	6,970	6,970
Total revenues	558,500	273,201	(285,299)
Expenditures			
Overall Work Program:			
100 Administration	40,000	32,542	7,458
200 RTP Planning	43,779	17,468	26,311
300 Transit Planning and Interagency Coordination	4,000	3,774	226
500 Airports	2,500	-	2,500
600 Livable Communities	12,584	3,155	9,429
700 RTIP Maintenance & Planning	154,721	90,023	64,698
800 Community Planning	6,000	5,592	408
900 Current Planning & Monitoring	290,916	186,208	104,708
1000 Training & Development	6,000	5,279	721
RSTP Program	175,506	175,506	-
Total expenditures	736,006	519,547	216,459
Change in Fund Balance	\$ (177,506)	(246,346)	\$ 68,840
Fund balance, beginning of year		398,019	
Fund balance, end of year		\$ 151,673	

MONO COUNTY
LOCAL TRANSPORTATION COMMISSION
Notes to Required Supplementary Information
For the Year Ended June 30, 2020

Note 1: **Budgetary Accounting**

The Commission annually adopts a budget through the preparation of an overall work program. This work program describes the projects, or work elements, that are to be funded, and the type of funds that will pay for the expenditures, such as Rural Planning Assistance, Local Transportation, Federal Transportation Administration (FTA) or State Transportation Improvement Program (STIP PPM). The work program, in draft form, is prepared by Commission staff, submitted and approved by the Commission, and submitted to the State of California, Department of Transportation (CALTRANS) before June 30 of each year. CALTRANS, as the grantor of Rural Planning Assistance, State Subvention and FTA funds, approves the work program, which then becomes the budget for the operating fund of the Commission.

From the effective date of the budget, which is adopted and controlled at the departmental level, the expenditures as proposed became appropriations. The legal level of control is the fund level. The Commission may amend the budget by resolution during the fiscal year. Appropriations lapse at the end of the fiscal year. The amounts reported on the budgetary basis are generally on a basis consistent with accounting principles generally accepted in the United State of America (GAAP).

SUPPLEMENTARY INFORMATION

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Combining Statement of Fiduciary Net Position
 All Private Purpose Trust Funds
 June 30, 2020
 (With Comparative Totals as of June 30, 2019)

	Local Transportation Fund	State Transit Assistance	State of Good Repair	PTMISEA Transit Security	Totals	
					2020	2019
ASSETS						
Cash and investments	\$ 750,266	\$ 486,499	\$ 20,522	\$ 848	\$ 1,258,135	\$ 1,207,666
Sales tax receivable	111,622	-	-	-	111,622	76,240
Due from other governments	-	73,560	8,169	-	81,729	82,852
Total Assets	\$ 861,888	\$ 560,059	\$ 28,691	\$ 848	\$ 1,451,486	\$ 1,366,758
LIABILITIES AND NET POSITION						
Liabilities						
Allocations payable	\$ 43,987	\$ 241,339	\$ 28,311	\$ -	\$ 313,637	\$ 168,991
Total Liabilities	43,987	241,339	28,311	-	313,637	168,991
Net Position						
Held in trust for pedestrian & bicycle projects	36,185	-	-	-	36,185	99,035
Held in trust for other purposes	781,716	318,720	380	848	1,101,664	1,098,732
Total Net Position	817,901	318,720	380	848	1,137,849	1,197,767
Total Liabilities and Net Position	\$ 861,888	\$ 560,059	\$ 28,691	\$ 848	\$ 1,451,486	\$ 1,366,758

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Combining Statement of Changes in Fiduciary Net Position

All Private Purpose Trust Funds

For the Year Ended June 30, 2020

(With Comparative Totals For the Fiscal Year Ended June 30, 2019)

	Local Transportation Fund	State Transit Assistance	State of Good Repair	PTMISEA & Transit Security	Totals	
					2020	2019
ADDITIONS						
Sales and use taxes	\$ 779,686	\$ -	\$ -	\$ -	\$ 779,686	\$ 844,234
Intergovernmental revenue	-	291,841	47,329	-	339,170	479,328
Interest	18,715	7,945	118	56	26,834	21,566
Total Additions	798,401	299,786	47,447	56	1,145,690	1,345,128
DEDUCTIONS						
Allocations to claimants						
Town of Mammoth Lakes	76,769	-	-	-	76,769	-
Eastern Sierra Transit Authority	703,531	302,506	47,329	-	1,053,366	932,382
Yosemite Area Regional Transit System	35,000	-	-	-	35,000	35,000
Mono County Senior Services	30,000	-	-	-	30,000	30,000
Administration	10,473	-	-	-	10,473	9,880
Total Deductions	855,773	302,506	47,329	-	1,205,608	1,007,262
CHANGE IN FIDUCIARY NET POSITION	(57,372)	(2,720)	118	56	(59,918)	337,866
Net Position, beginning of year	875,273	321,440	262	792	1,197,767	859,901
Net Position, end of year	\$ 817,901	\$ 318,720	\$ 380	\$ 848	\$ 1,137,849	\$ 1,197,767

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Fiduciary Net Position
 By Area of Apportionment
 Local Transportation Fund
 June 30, 2020
 (With Comparative Totals as of June 30, 2019)

	Local Transportation Fund - Transit	Pedestrian/ Bicycle	Totals	
			2020	2019
ASSETS				
Cash and investments	\$ 714,081	\$ 36,185	\$ 750,266	\$ 840,154
Sales tax receivable	111,622	-	111,622	76,240
Total Assets	\$ 825,703	\$ 36,185	\$ 861,888	\$ 916,394
LIABILITIES AND NET POSITION				
Liabilities:				
Allocations payable	\$ 43,987	\$ -	\$ 43,987	\$ 41,121
Total Liabilities	43,987	-	43,987	41,121
Net Position:				
Held in trust for Pedestrian & Bicycle projects	-	36,185	36,185	99,035
Held in trust for other purposes				
Apportioned and allocated	35,000	-	35,000	35,000
Unapportioned	746,716	-	746,716	741,238
Total Net Position	781,716	36,185	817,901	875,273
Total Liabilities and Net Position	\$ 825,703	\$ 36,185	\$ 861,888	\$ 916,394

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Changes in Fiduciary Net Position
 By Area of Apportionment
 Local Transportation Fund
 For the Year Ended June 30, 2020
 (With Comparative Totals For the Fiscal Year Ended June 30, 2019)

	Local		Totals	
	Transportation Fund - Transit	Pedestrian/ Bicycle	2020	2019
ADDITIONS				
Sales and use taxes	\$ 767,627	\$ 12,059	\$ 779,686	\$ 844,234
Interest	16,855	1,860	18,715	14,031
Total Additions	784,482	13,919	798,401	858,265
DEDUCTIONS				
Allocations to Claimants				
Town of Mammoth Lakes	-	76,769	76,769	-
Eastern Sierra Transit Authority	703,531	-	703,531	493,454
Yosemite Area Regional Transit System	35,000	-	35,000	35,000
Mono County Senior Services	30,000	-	30,000	30,000
Administration and planning	10,473	-	10,473	9,880
Total Deductions	779,004	76,769	855,773	568,334
CHANGE IN FIDUCIARY NET POSITION	5,478	(62,850)	(57,372)	289,931
Net Position, Beginning of Year	776,238	99,035	875,273	585,342
Net Position, End of Year	\$ 781,716	\$ 36,185	\$ 817,901	\$ 875,273

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Schedule of Allocations and Expenditures
 Local Transportation Fund
 For the Year Ended June 30, 2020

Allocations	PUC	Allocated	Expended	Allocations Outstanding June 30, 2020
LTC administration	99233.1	\$ 10,000	\$ 174	\$ 9,826
LTC audit costs	99233.1	10,000	5,200	4,800
LTC planning and programming	99233.2	10,000	5,099	4,901
Eastern Sierra Transit Authority for CTSA administration	99233.7	20,700	20,700	-
Eastern Sierra Transit Authority for 395 Routes	99262	105,064	105,064	-
Mono County Senior Program	99262	30,000	30,000	-
Yosemite Regional Transit System	99262	35,000	35,000	-
Eastern Sierra Transit Authority for systems operations	99400(c)	577,767	577,767	-
Bicycle Path (TOML/Mono County)		105,232	76,769	28,463
		\$ 903,763	\$ 855,773	\$ 47,990

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Schedule of Allocations and Expenditures
 State Transit Assistance Fund
 For the Year Ended June 30, 2020

<u>Allocations</u>	<u>PUC</u>	<u>Allocations Outstanding June 30, 2019</u>	<u>Allocated</u>	<u>Expended</u>	<u>Allocations Outstanding June 30, 2020</u>
Eastern Sierra Transit Authority	6731(b)	\$ -	\$ 291,145	\$ 291,145	\$ -
Total Allocations		<u>\$ -</u>	<u>\$ 291,145</u>	<u>\$ 291,145</u>	<u>\$ -</u>

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Statement of Revenues, Expenditures and Changes in Fund Balance

Overall Work Program

Budget and Actual - by Funding Source

For the Year Ended June 30, 2020

	Budget	Actual				Total	Variance Positive (Negative)
		Regional Planning Assistance	STIP PPM	RSTP	Grants		
Revenues							
Rural Planning Assistance	\$ 287,500	\$ 171,347	\$ -	\$ -	\$ -	\$ 171,347	\$ (116,153)
STIP-PPM	271,000	-	-	-	-	-	(271,000)
RSTP	175,506	-	-	94,884	-	94,884	(80,622)
Non OWP Revenues							
Interest	4,918	(779)	5,434	2,302	13	6,970	2,052
Total Revenues	<u>738,924</u>	<u>170,568</u>	<u>5,434</u>	<u>97,186</u>	<u>13</u>	<u>273,201</u>	<u>(465,723)</u>
Expenditures:							
100 Administration	40,000	32,542	-	-	-	32,542	7,458
200 RTP Planning	43,779	17,468	-	-	-	17,468	26,311
300 Transit Planning and Interagency Coordination	4,000	3,774	-	-	-	3,774	226
500 Airports	2,500	-	-	-	-	-	2,500
600 Livable Communities	12,584	3,155	-	-	-	3,155	9,429
700 RTIP Maintenance & Planning	154,721	2,783	87,240	-	-	90,023	64,698
800 Community Planning	6,000	5,042	550	-	-	5,592	408
900 Current Planning & Monitoring	290,916	101,260	84,948	-	-	186,208	104,708
1000 Training & Development	6,000	5,279	-	-	-	5,279	721
Non OWP Expenditures							
RSTP Program	175,506	-	-	175,506	-	175,506	-
Total Expenditures	<u>736,006</u>	<u>171,303</u>	<u>172,738</u>	<u>175,506</u>	<u>-</u>	<u>519,547</u>	<u>216,459</u>
Change in Fund Balance	<u>\$ 2,918</u>	<u>\$ (735)</u>	<u>\$ (167,304)</u>	<u>\$ (78,320)</u>	<u>\$ 13</u>	<u>(246,346)</u>	<u>\$ (249,264)</u>
Fund balance, beginning of year						398,019	
Fund balance, end of year						<u>\$ 151,673</u>	

OTHER REPORTS



Craig R. Fechter, CPA, MST

REPORT ON COMPLIANCE OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH THE STATUTES, RULES, AND REGULATIONS OF THE CALIFORNIA TRANSPORTATION DEVELOPMENT ACT AND THE ALLOCATION INSTRUCTIONS AND RESOLUTIONS OF THE TRANSPORTATION COMMISSION

Mono County Local Transportation Commission
Mammoth Lakes, California

We have audited the financial statements of the Mono County Local Transportation Commission as of and for the year ended June 30, 2020, and have issued our report thereon dated October 30, 2020. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

As part of obtaining reasonable assurance about whether the Mono County Local Transportation Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Additionally, we performed tests to determine that allocations made and expenditures paid by the Mono County Local Transportation Commission were made in accordance with the allocation instructions and resolutions of the Commission and in conformance with the California Transportation Development Act. Specifically, we performed each of the specific tasks identified in the California Code of Regulations Sections 6666 and 6667 that are applicable to the Mono County Local Transportation Commission.

In connection with our audit, nothing came to our attention that caused us to believe the Mono County Local Transportation Commission failed to comply with the Statutes, Rules, and Regulations of the California Transportation Development Act and the allocation instructions and resolutions of the Local Transportation Commission. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion.

Mono County Local Transportation Commission
Mammoth Lakes, California

This report is intended solely for the information and use of the County of Mono, the Mono County Local Transportation Commission, management, the California Department of Transportation, and the State Controller's Office and is not intended to be and should not be used by anyone other than these specified parties.

Fechter & Company
Certified Public Accountants

A handwritten signature in cursive script that reads "Fechter & Company, CPAs". The signature is written in black ink and is positioned below the printed name of the firm.

October 30, 2020
Sacramento, California



Craig R. Fechter, CPA, MST

LETTER TO MANAGEMENT

Mono County Local Transportation Commission
Mammoth Lakes, California

In planning and performing our audit of the basic financial statements of the Mono County Local Transportation Commission for the year ended June 30, 2020, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing an opinion on the basic financial statements and not to provide assurance on the internal control structure. We also performed selected tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Our consideration of the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. However, we noted no matters involving the internal control and its operation that we consider to be material weaknesses as defined above.

We appreciate the cooperation of the management of the Mono County Local Transportation Commission and look forward to working with the Commission in the future.

Fechter & Company
Certified Public Accountants

October 30, 2020
Sacramento, CA

TRANSPORTATION

Job creation is foundational to the state's recovery from the significant impacts of the COVID-19 Pandemic. The Department of Transportation (Caltrans) currently estimates that approximately 11,000 jobs are created for every billion dollars spent on highway infrastructure. The California Transportation Commission allocated \$22 billion for more than 1,200 projects in 2020, which will create thousands of jobs and spur economic recovery. The projects funded will support a safe, sustainable state transportation system that reduces congestion, improves the environment, and facilitates job creation and economic development. Nearly 40 percent of the funds approved by the Commission during the past year come from the Road Repair and Accountability Act of 2017, enacted by Chapter 5, Statutes of 2017 (SB 1), and the Commission estimates that its project allocations over the past three years from all state and federal sources have generated 350,000 jobs.

The Budget continues to support job creation by including total funding of \$20.6 billion for all departments and programs administered within the California State Transportation Agency. The majority of this funding supports a range of projects to repair and improve the state's transportation infrastructure. In addition, over \$3 billion in fuel excise tax revenues goes to cities and counties for local streets and roads. While this project funding benefits the state's travelling public, it is also a major driver of employment and economic stimulus.

DEPARTMENT OF TRANSPORTATION INVESTMENTS AND JOB CREATION

The repair, maintenance, and efficient operation of the state's transportation system are vital to California's economic growth and recovery. Following several decades of state and local transportation funding falling dramatically below the levels needed to maintain the system, the Legislature passed SB 1, which provided stable, ongoing, long-term funding for both state and local transportation infrastructure priorities. In the years since, Caltrans has moved forward with a number of projects that continue to create jobs.

The COVID-19 Pandemic has led to dramatic reductions in travel across the country and the state. As a result, the fuel excise tax revenues used to fund transportation projects, while still growing moderately, are expected to be lower than pre-pandemic forecasts by a total of \$1.5 billion through 2024-25. As the Administration continues to prioritize economic recovery and investments in California's transportation infrastructure, Caltrans has used its share of the additional SB 1 revenues to accelerate projects and support creation of new jobs in the transportation sector. The Budget maintains sufficient planning and engineering staffing levels to continue developing and designing previously programmed projects. Caltrans plans to award all of the projects it currently has programmed for construction in the coming year, and this project development work will prepare for additional federal stimulus funding as it becomes available. The recently enacted federal COVID-19 relief bill provides \$10 billion for highway projects, of which California is likely to receive approximately \$900 million. When combined with the more than \$500 million California received in the redistribution of federal funding that went unused in other states, California is on track to move forward with all planned projects.

Caltrans continues to make progress on the commitments made in SB 1, which invests an additional \$5.4 billion annually over the next decade to fix California's transportation system. In the three years since the passage of SB 1, Caltrans has improved the condition of 6,400 lane miles of highway pavement in California, exceeding projections. In the same time period, Caltrans has repaired 635 bridges, which reflects an increase of almost 300 bridges over what would have been possible without the funding provided by SB 1. For the four-year period from 2020-21 through 2023-24, \$17.4 billion is programmed for new and ongoing state highway repair and rehabilitation projects in the State Highway Operations and Protection Program (SHOPP). SB 1 has increased available SHOPP funding capacity by nearly \$2 billion annually since 2018-19.

Over this same four-year period, \$2.4 billion will be available for the State Transportation Improvement Program, which provides funding for future multi-modal transportation improvements throughout California. This program supports the implementation of regional Sustainable Community Strategies (75 percent), as well as interregional travel (25 percent). An additional \$1 billion to address traffic congestion, \$900 million to provide projects that support walking and biking, and \$800 million for partnerships with local transportation agencies are also included during this period. Transportation projects will continue to be a strong source of job creation in the state.

HIGH-SPEED RAIL AND JOB CREATION

The state's High-Speed Rail project is another important job creator. The High-Speed Rail Authority continues to construct the Central Valley segment to provide electrified High-Speed Rail from Merced to Bakersfield with Proposition 1A bonds, federal funds, and 25 percent of the continuously appropriated Cap and Trade auction proceeds. The Authority recently announced it has passed the milestone of more than 5,000 construction jobs added to the Central Valley project, and the state has committed \$1.1 billion to locally-sponsored projects in northern and southern California that will improve local rail service and benefit High-Speed Rail when the system is connected to those areas.

ADDRESSING CLIMATE CHANGE

As the state continues to invest in the road maintenance and repairs identified above, it is doing so in ways that are resilient in the face of climate change. The California State Transportation Agency continues to address the impacts of the transportation sector on climate change and greenhouse gas emissions, pursuant to the goals and requirements in Executive Orders N-19-19 and N-79-20. The State Transportation Agency is directed to leverage over \$5 billion in annual state transportation spending for construction, operations, and maintenance to help reverse the trend of increased fuel consumption and reduce greenhouse gas emissions associated with the transportation sector.

The Agency will work collaboratively with other state departments and agencies to identify near term actions and investment strategies and to improve clean transportation and sustainable freight and transit options. Currently, the Agency is working with Caltrans, the California Transportation Commission, the Department of Finance, and other state agencies to develop the Climate Action Plan for Transportation Infrastructure (CAPTI) by July 15, 2021. The CAPTI will identify near-term

TRANSPORTATION

actions and investment strategies to leverage existing state transportation funds to help reverse the trend of increased fuel consumption and reduce greenhouse gas emissions from the transportation sector, while continuing the SB 1 commitment to a "fix-it-first" approach to our transportation system. Specifically, the CAPTI will (1) build towards an integrated, statewide rail and transit network, (2) support bicycle, pedestrian, and micro-mobility options, (3) support the deployment of light, medium, and heavy-duty zero-emission vehicle infrastructure, and (4) support innovative solutions to congestion designed to encourage people to shift from cars to other modes of transportation. The CAPTI will identify the actions necessary to change the state's transportation project planning and programming to reach California's climate change goals.

Investment in public transportation and intercity rail will continue to be a key component of the state's resilience in the face of climate change. Public transit and intercity rail services provide essential transportation to Californians, however ridership has been deeply impacted during the COVID-19 Pandemic. This has resulted in significant financial hardship for these entities. In April, the California State Transportation Agency awarded \$500 million in Transit and Intercity Rail Capital Program grants to support transit agencies' long-term, transformative capital projects to be completed in the years to come and aid in economic recovery. The federal CARES Act provided nearly \$3.7 billion in funding directly to local transit agencies, with another \$95 million available through Caltrans for rural transit and intercity bus services. However, many agencies furloughed workers and curtailed service due to significant reductions in revenues and higher expenses related to serving essential workers and other travelers during the COVID-19 Pandemic.

While transit agency budgets have been strained, the Budget continues to address the limited mobility options throughout the state by including nearly \$1.3 billion to support transit and rail—including \$667 million in State Transit Assistance, \$487 million for the Transit and Intercity Rail Capital Program, and \$107 million for the Low Carbon Transit Operations Program. To assist transit agencies and support economic recovery, the Administration continues to quickly allocate CARES Act funding, expedite rural distributions, and work with the federal government to obtain ongoing federal support. The recent federal COVID-19 relief bill is expected to provide more than \$2 billion in additional funding directly to local transit agencies. In addition, the Administration is recommending regulatory and reporting relief related to the Transportation Development Act on a permanent basis, allowing agencies to plan with more certainty and flexibility for the expenditure of state transit resources. These efforts will allow transit agencies to prevent additional furloughs and service reductions, while providing resource certainty that will make planning for recovery and rehiring of workers more

certain. The Administration is also supporting future cost savings and ridership increases for transit and rail systems through its support of contactless payments across California through the California Integrated Mobility Program at Caltrans.

TRANSFORMATIONS AT THE DEPARTMENT OF MOTOR VEHICLES (DMV)

Prior to the COVID-19 Pandemic, the DMV began implementing more streamlined processes to make the customer experience more efficient in anticipation of the federal REAL ID deadline of October 2020, including launching a redesigned, responsive website and adding credit card kiosks in some field offices. However, the COVID-19 Pandemic forced all DMV field offices to temporarily close from late March through early May for health and safety concerns. The DMV has continuously adjusted its operations to address changing health and safety challenges caused by the pandemic. This has included expediting online modernization processes, adjusting driver's license renewal requirements to reduce office crowds, periodically suspending driving tests, providing personal protective equipment for staff, initiating teleworking and new communications alternatives, and providing media notifications about pandemic-related changes to DMV processes and protocols.

While DMV offices are now open to serve the public, the DMV continues to encourage customers to use its online services, expanded virtual services, and other service channels to complete transactions, including eligible driver's license and vehicle registration renewals. In recent months, the DMV has had to upgrade its technology to transform many of its systems and processes, including simplifying authentication and account creation for online services, operationalizing a virtual field office, enabling new and expanded online services for web and mobile devices, and expanding credit card and mobile wallet payment options to all DMV offices.

The federal deadline for obtaining a REAL ID compliant driver's license or identification card, or other federally accepted document, to board domestic flights or enter secure federal facilities has been extended to October 2021. The Budget includes approximately \$186 million, including \$152 million one-time for up to more than 1,300 temporary positions to address REAL ID demands prior to the enforcement date, and \$34 million ongoing for 258 positions to continue a number of operational improvements. The DMV will be able to address the REAL ID demand with fewer positions than in recent years, due largely to operational improvements such as

TRANSPORTATION

updated digital platforms and improved online services, which have created a more customer-friendly experience while reducing transaction time.

Mono County Local Transportation Commission

PO Box 347
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760.924.1800 phone, 924.1801 fax
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760.932.5420 phone, 932.5431 fax
www.monocounty.ca.gov

Mono County
Attn: Michael Draper
P.O. Box 347
Mammoth Lakes, CA 93546

RE: LETTER OF SUPPORT FOR THE CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT APPLICATION.

Dear Mono County:

The Local Transportation Commission supports Mono County's efforts to secure a Caltrans Sustainable Transportation Planning: Sustainable Communities grant to develop a pedestrian way between the community of Lee Vining and the Tioga Inn site where a Yosemite Area Regional Transportation System bus stop exists. We understand the project will develop recommendations for and establish community consensus on a desired multi-modal pathway aimed at enhancing the safety, mobility, and connectivity of non-motorized users travelling between Lee Vining and the Tioga Inn. By preparing this plan, the County and Caltrans will be better positioned to make infrastructure improvements in the area as well as apply for additional implementation grants.

Mono County is proposing to work with surrounding property owners and Caltrans staff, and engage residents and business owners, for the purpose of creating a multi-modal pathway between the Tioga Inn and Lee Vining community. Currently, pedestrians must walk 0.75 miles along U.S Route 395 and State Route 120 where no pedestrian infrastructure exists, to travel to or from the locations. Traveling the short distance with a vehicle creates unnecessary greenhouse gas emissions, parking and traffic congestion within the small community, and increases the likelihood of vehicle accidents. This pedestrian way is important for the economic vitality and health of Lee Vining and Tioga Inn. By creating a safe path of travel for pedestrians, the pathway will encourage multimodal transportation and reduce vehicle trips within the area.

We believe that providing a safe pedestrian pathway between these sites will not only improve conditions for pedestrians but will also contribute to creating a more livable, healthy and vibrant community for all of our residents and visitors.

We strongly encourage Caltrans to provide Mono County with this important grant and look forward to working with you on projects that improve transportation options for our residents and visitors.

Sincerely,

Jennifer Krietz, Chair Mono County LTC

DEPARTMENT OF TRANSPORTATION

DISTRICT 9
 500 SOUTH MAIN STREET
 BISHOP, CA 93514
 PHONE (760) 872-0691
 FAX (760) 872-0678
 TTY 711
www.dot.ca.gov



Making Conservation
 a California Way of Life.

January 14, 2021

Ms. Jennifer Kreitz
 Vice-Chair
 Mono County Local Transportation Commission
 P.O. Box 347
 Mammoth Lakes, CA 93546

Dear Ms. Kreitz:

I am responding to you on behalf of Marlon Flournoy regarding the Mono County Local Transportation Commission's (MCLTC) letter referencing the Caltrans Active Transportation Plan for District 9. Caltrans thanks you for reaching out and affirms engagement with your agency will be intrinsic to the success of this plan.

In 2017, Caltrans presented *Toward an Active California, State Bicycle + Pedestrian Plan*, its first-ever statewide plan for active modes of transportation. The plan's Vision Statement is:

"By 2040, people in California of all ages, abilities, and incomes can safely, conveniently, and comfortably walk and bicycle for their transportation needs."

The plan's Goals are: Mobility, Safety, Equity, and Preservation.

In 2018, stemming from *Toward an Active California*, Caltrans began a statewide contract to develop district-level active transportation plans. The culmination of these district-level plans is the Caltrans Active Transportation Plan. The District 9 Active Transportation Plan will lay the framework for implementation of the vision and goals in *Toward an Active California*.

The kick-off meeting that occurred in August 2020, with Mono, Inyo, and Kern counties, and some of their respective communities within District 9, was the beginning of our commitment to continuous, cooperative, and comprehensive stakeholder outreach and engagement. There will be ongoing opportunities for stakeholders, as well as the public, to comment on and be involved with the formulation of the District's Active Transportation Plan. Caltrans supports

Ms. Jennifer Kreitz
January 14, 2021
Page 2

MCLTC's efforts to aid in consistency and alignment between regional and state efforts. We invite MCLTC staff and representatives to provide a written narrative and supporting data that will inform the development of the plan. District 9 also developed its own regionally specific criteria, within the statewide framework, for identification and prioritization of active transportation needs. In doing so, we strive to make the plan context sensitive and to provide equity Districtwide.

As development of the District 9 Active Transportation Plan continues, stakeholder meetings will be conducted to solicit your input and participation. Furthermore, the plan is considered a living document that will evolve and require continued partnership to ensure it accurately reflects current active transportation needs. If you have further questions or would like to provide additional data, please contact Mark Heckman, Caltrans District 9 Transportation Planning Supervisor, at mark.heckman@dot.ca.gov or 760-872-1398.

Sincerely,

Dennee Alcala

DENNEE ALCALA
Deputy District 9 Director
Planning and Environmental

c: Marlon Flournoy, Chief, Caltrans Division of Transportation Planning
Mark Heckman, Transportation Planning Branch Supervisor, Caltrans District 9
Gerry Le Francois, Co-Executive Director, MCLTC
Haislip Hayes, Public Works Director, Town of Mammoth Lakes

Mono County Local Transportation Commission

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October 19, 2020

Department of Transportation
C/O- Marlon Flournoy
P.O. Box 942873
Sacramento, CA 94273-0001

Via email: Marlon.Flournoy@dot.ca.gov

RE: Caltrans Active Transportation (CAT) District 9

Mr. Flournoy

The Mono County Local Transportation Commission (MCLTC) would like to thank you for the opportunity to review the Caltrans District 9 Active Transportation Planning effort. Representatives from the MCLTC, including the Town of Mammoth Lakes and Mono County, were invited to review the project overview and scope, along with existing conditions and opportunities for participation, in a webinar format held on August 27, 2020. We are excited by the State's promotion of alternative modality on the State Highway system.

Alternatives to vehicle-based transportation are vitally important to the Eastern Sierra region, and the agencies who have initiated this letter have taken considerable measures to promote and support active transportation. However, these same agencies were disappointed in the presentation's failure to recognize the significant impact of tourism and the value of sustainable recreation on the active transportation network. The tourist-based economies of District 9 host over 5 million visitors annually. These visitors travel to prominent and internationally recognized federal and state managed destinations within Mono County and Mammoth Lakes which include Yosemite National Park, Devils Postpile National Monument, Mono Basin National Scenic Area, Bodie State Park, and many others. On their way to the Eastern Sierra, they pass through our partners to the south which support similarly important destinations such as Death Valley National Park, Manzanar National Historic Site, and Mt. Whitney. These California communities that are impacted by tourism and the needs of sustainable recreation are fairly small in census population but have developed and are designed to manage significantly large visitor populations. Communities along Hwy 395 have invested significant resources into planning for and managing these large visitor populations. We strongly encourage Caltrans to use similar methodologies to develop their Active Transportation Plan. Failure to recognize high visitation impacts and the importance of sustainable recreation to local economies will disconnect Caltrans funding from regionally developed and adopted active transportation planning efforts and their implementation. This disconnect will diminish the validity and credibility of the Caltrans Active Transportation Plan in the Eastern Sierra region.

Governor Newsom and the State's Natural Resources Agency recently signed an historic Stewardship Agreement with the United States Forest Service, Pacific Southwest Region, to maintain and restore healthy forests and rangelands and to reduce public safety risk, protect natural and built infrastructure, and enhance ecological habitat and biological diversity. Included as an action item in the Stewardship Agreement is a provision for Sustainable Recreation, which includes language encouraging both parties to "...pursue mission-appropriate and sustainable recreation opportunities in ways that leverage resources and extend capacity through partnerships and alignment around a shared vision of access and diversity. Examples include improved transportation opportunities, more affordable lodging options, increasing accessible trails and facilities, and targeting low income communities that lack access." The local agencies

who have initiated this letter believe that any misalignment between regional and state efforts will weaken support for the District and could potentially marginalize cooperative efforts within the region. It is the perspective of the MCLTC that State and regional planning efforts be consistently developed and aligned with the wide variety of interests that make up the Eastern Sierra region.

The MCLTC strongly recommends that District 9 re-evaluate the methodologies used to determine existing conditions and make adjustments to balance priorities that reflect the authentic needs of the communities studied. The communities involved would appreciate a stronger role and an opportunity to provide additional input. The staff and representatives of the MCLTC are available to meet and provide more data and recommendations to assist Caltrans in better reflecting the existing conditions and needs of the communities in the region. We appreciate and look forward to these conversations.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jennifer Kreitz", is written over the typed name and title.

Jennifer Kreitz

Vice Chair

Mono County Local Transportation Commission

CC: Randy Moore, Regional Forester, Pacific Southwest Region
John F. "Pancho" Smith, Acting Forest Supervisor, Inyo National Forest

Local Transportation Commission – Overview of Responsibilities

I. INTRODUCTION AND PURPOSE

Background

The Mono County Local Transportation Commission (MCLTC) was created by joint resolution of the Mono County Board of Supervisors (Res. 84-93, dated August 21, 1984) and the Mammoth Lakes Town Council (Rex. 84-26, dated August 20, 1984). Pursuant to Government Code Section 29535, the Mono County Local Transportation Commission (MCLTC) thus created was designated by the Secretary of Business, Transportation and Housing as the regional transportation planning agency for Mono County on October 1, 1984. The MCLTC is a separate government agency. The MCLTC replaced the Mono County Transportation Commission, which served as the transportation planning agency for Mono County from April 1, 1972, through December 1984.

Purpose

The Mono County LTC serves as the lead transportation and planning and administrative agency for transportation projects and programs in the Mono County region. The MCLTC's primary functions include:

1. Administration of Transportation Development Act (TDA) funds
2. Preparation, adoption and submittal of a Regional Transportation Plan (RTP) to the California Department of Transportation and California Transportation Commission
3. Preparation of an annual Overall Work Program (OWP)
4. Preparation and adoption of a Regional Transportation Improvement Program (RTIP)
5. Review of and comment on the Interregional Improvement Plan (IIP) contained in the State Transportation Improvement program (STIP)
6. Review of and prioritization of grant applications for various funding programs
7. Facilitation of public education, awareness and involvement in regional transportation planning and programming

II. ORGANIZATION

Membership

Consistent with state law, the MCLTC consists of six commissioners – three commissioners appointed by the Town of Mammoth Lakes Town Council and three commissioners appointed by the Mono County Board of Supervisors. Each appointing authority may also select up to three alternative members to serve in the absence of their respective regular members. In most instances, the appointing authorities select commissioners that also serve as members of the Mammoth Lakes Town Council and Mono County Board of Supervisors.

The MCLTC historically has included the Caltrans District 9 Director as a non-voting ex-officio member. The ex-officio membership allows for participation by the District 9 Director or staff designee in commission discussions before and after public testimony, but without the ability to vote on commission matters.

Term of Office

Each appointed commissioner shall serve until a replacement is named.

Chair and Vice-Chair

The Chair and Vice-Chair shall be elected by a majority vote of members present in February or as soon thereafter as possible, or at a regular meeting after a vacancy occurs. The Chair position shall alternate between Town and County commissioners. The Chair shall preside at all meetings, call special meetings, and perform such other duties as may be assigned by the MCLTC. The Vice-Chair shall perform all duties of the Chair in the latter's absence or disability.

Meetings

The MCLTC meets the second Monday of every month, unless a lack of business or agenda items allows the monthly meeting to be canceled, or a special meeting is deemed necessary. Regular meetings are held at 9:00 a.m. at the Town/County Conference Room in Mammoth Lakes, but are currently being held via Zoom due to COVID-19. The MCLTC also meets occasionally in the evening and/or in various unincorporated communities to facilitate public involvement. Special meetings may be called with the concurrence of the Chair to accommodate special circumstances, such as to facilitate community involvement, accommodate commission scheduling conflicts or to address pressing commission business. All MCLTC meetings shall be publicly noticed and conducted in accordance with applicable public meeting laws.

Note: For a commissioner to get an item(s) on an agenda, notify staff and staff will review with the chair for concurrence.

Quorums

Any four or more commissioners in attendance at an MCLTC meeting shall constitute a quorum. All actions taken by a quorum at a noticed meeting shall be binding and carry the full force and effect of the MCLTC.

Funding and Allocation

See attached spreadsheet for the main funding programs that pass through the MCLTC. Also see the updated Caltrans guide to Transportation Funding: <https://dot.ca.gov/-/media/dot-media/programs/transportation-planning/documents/transportation-economics/transportation-funding-booklet/2020-final-transportation-funding-a11y.pdf>

The funding charts starting on page 17 of this document are very good at de-mystifying transportation funding in California.

Staffing

County staff handles routine administrative and secretarial matters. The Community Development Department Director or designee and other staff have filled the positions of Co-Executive Director, Commission Secretary, and Commission Counsel. The Town of Mammoth Lakes Public Works Department Director or designee also serves as Co-Executive Director. Additional staffing is used as needed from public work and planning departments at the Town and County.

Traditionally, items under the purview of either the County or the Town are handled by the underlying lead agency. County and Town staff meet often to advance items that may come before the Commission.

Co-Executive Directors: Gerry LeFrancois & Haislip Hayes

Finance: Megan Mahaffey

Counsel: Christian Milovich

Secretary: Becky Peratt

Planning Analyst: Bentley Regehr & Michael Draper

Public Works Directors: Grady Dutton & Tony Dublino

CDD Director: Wendy Sugimura

Eastern Sierra Transit Authority: Phil Moores

Yosemite Area Regional Transportation System: Christine Chavez

Other Town and County Staff as needed

Source: 2012 LTC Handbook, current staff procedures

LTC Funding Programs

Category	Governing entity	Time	LTC action	Purpose	Funding
Local Transportation Fund (LTF)	Subject to Transportation Development Act (TDA)	annually	allocation by MCLTC	Funding for transit services, YARTS, bike & ped, senior services	Revenues are generated from a ¼ sales and use tax imposed by the State of California Pursuant to the Transportation Development Act (TDA). Sales tax revenues are collected by businesses within Mono County submitted to the
State Transit Assistance (STA)	Subject to Transportation Development Act (TDA)	annually	allocation by MCLTC	Funding is generally a pass through to ESTA for operations as ESTA is the Transit Operator for Mono County State gasoline tax. The tax is allocated to Mono County by the State Controller's office.	Revenues for this fund are earned based on a portion of the statewide sales tax on diesel fuel. The tax is allocated to Mono County by the State Controller's office based on population and operator revenues from prior years.
State of Good Repair (SGR)	Subject to State guidelines	annually	approved by MCLTC and ICLTC	Distributed to transit operators in California for eligible transit maintenance, rehabilitation, and capital projects.	Funded from a portion of the new Transportation Improvement Fee on vehicle registrations starting in 2018. Pursuant to Public Utilities Code Section 99312.1, these funds will be distributed to eligible agencies using the State Transit Assistance Program formula.
Overall Work Program (OWP)	Caltrans State guidelines	annually	approved by MCLTC and Caltrans	Annual transportation work plan, implements Regional Transportation Plan (RTP), community needs	Rural Planning Assistance annual allocation and Planning Programming and Monitoring allocation through STIP cycle.
State Transportation Improvement Program (STIP)	Subject to California Transportation Commission (CTC) guidelines and approval	every 2 years	programmed by MCLTC	Funding for major projects on the state and local road system	State distribution based on CTC planning and approval
Regional Surface Transportation Program (RSTP) Regional Surface Transportation Block Grant Program(RSTBGP)	Caltrans State guidelines	annually	approved by MCLTC	Funding for projects on the state and local road system as authorized by 182.6(d)(1) of Streets and Highways code	State distribution as per 182.6(d)(2) of Streets and Highways Code