

# Mono County Local Transportation Commission

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## SPECIAL MEETING AGENDA

February 27, 2024 – 9:00 A.M.

Dana Room-Mono County Civic Center  
1290 Tavern Rd Mammoth Lakes, CA

This meeting will be held in person at the location listed above. Additionally, a teleconference location will be available where the public and members of the Commission may participate by electronic means. Members of the public may participate in person and via the Zoom Webinar, including listening to the meeting and providing comment, by following the instructions below.

### TELECONFERENCE INFORMATION

**1. Bridgeport Teleconference Location-** Mono County CAO Conferences Room, First floor Annex 1, 74 N. School Street, Bridgeport, CA 93517.

### 2. Joining via Zoom

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

Visit: <https://monocounty.zoom.us/j/83403561673>

Or visit <https://www.zoom.us/> and click on "Join A Meeting." Use Zoom Meeting ID: 834 0356 1673 To provide public comment (at appropriate times) during the meeting, press the "Raise Hand" hand button on your screen and wait to be acknowledged by the Chair or staff. Please keep all comments to 3 minutes.

#### To join the meeting by telephone

Dial (669) 900-6833, then enter Webinar ID: 834 0356 1673

To provide public comment (at appropriate times) during the meeting, press \*9 to raise your hand and wait to be acknowledged by the Chair or staff. Please keep all comments to 3 minutes.

*\*Agenda sequence (see note following agenda).*

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. **ADMINISTRATION**
  - a) Nomination and Election of Chair and Vice Chair

### COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan Amanda Rice Bill Sauser Paul Chang

4. **CONSENT AGENDA ITEMS**
  - a) Approval of minutes from December 11, 2023 (pg. 1)
  - b) Receive and accept LTC Financial Statement with Independent Auditor's Report ending June 30, 2023 (*Deanna Tuetken*) (pg. 3)
  
5. **LOCAL TRANSPORTATION**
  - a) Reds Meadow Road Construction Update (*Haislip Hayes/Rebecca Wong*)
  - b) Input on draft FY 24-25 Overall Work Program (OWP) for submittal to Caltrans by March 1 (*Gerry LeFrancois/Aaron Washco*) (pg. 42)
  - c) Unmet Transit Needs process & schedule (*Aaron Washco*) (pg. 97)
  
6. **CALTRANS**
  - a) Update on Caltrans activities in Mono County (*CT staff*)
  
7. **TRANSIT**
  - a) Social Services Transportation Advisory Council (SSTAC) Appointments (*Aaron Washco*) (pg. 105)
  - b) ESTA Annual Report & Update (*Phil Moores*) (pg. 111)
  - c) YARTS Update (*Nav Baghri/Jose Perez*)
  
8. **REPORTS**
  - a) Commissioners
  - b) Co-Executive Directors (pg. 123)
  
9. **CORRESPONDENCE/INFORMATIONAL** - none
  
10. **UPCOMING AGENDA ITEMS**
  
11. **ADJOURN TO DATE: March 11, 2024.**

**\*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**

Jennifer Kreitz John Peters Rhonda Duggan Amanda Rice Bill Sauser Paul Chang

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## Draft Minuets

December 11, 2023 – 9:00 A.M.

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**COUNTY COMMISSIONERS:** Rhonda Duggan, Jennifer Kreitz, John Peters

**TOWN COMMISSIONERS:** Bill Sauser, Dan Holler

**LTC STAFF:** Heidi Willson, Deanna Tuetken, Aaron Washco, Wendy Sugimura, Chad Senior, Gerry LeFrancois, Haislip Hayes, Marcella Rose, Kalen Dodd, Kevin Moss

**CALTRANS:** Neil Peacock, Maggie Ritter, Terry Erlwein, Josh Lundquist

**ESTA:** Phil Moores

**YARTS:** Jose Perez

**Public:** Garrett Higerd, Justine Kokx

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*\*Agenda sequence (see note following agenda).*

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
  - Meeting called to order at 9:03 am and the Commission lead the 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.
  - Holler reported that John Wentworth will no longer be appointed to the LTC. Council Member Amanda Rice has been appointed to the LTC to replace John Wentworth.
3. **ADMINISTRATION** - none
4. **CONSENT AGENDA ITEMS**
  - a) Approval of minutes from November 13, 2023  
Motion: Approve consent agenda items as presented.  
Sauser motioned; Kreitz seconded.  
Roll Call – Ayes: Sauser, Holler, Kreitz, Duggan. Abstain: Peters Absent: Chang. Motion carries 4-0 with 1 abstention and 1 absent.
5. **LOCAL TRANSPORTATION**
  - a) Quarterly Reports: Mono County and Town of Mammoth Lakes (*staff*)
    - Hayes gave a quarterly report on the Town of Mammoth Lakes.
    - Senior gave a quarterly report on the ongoing projects and the upcoming projects for Mono County.

### COMMISSIONERS

Jennifer Kreitz • John Peters • Rhonda Duggan • John Wentworth • Bill Sauser • Paul Chang

**6. CALTRANS**

- a) Quarterly Update
  - Ritter gave a quarterly update.
- b) Caltrans Zero-Emissions Vehicle (ZEV) program (*Ben Downard*)
  - Ritter gave a program update on Zero-Emissions for Caltrans.
- c) Winter snow and road management policy overview (*Terry Erlwein and Josh Lundquist*)
  - Erlwein gave a brief overview of the Winter snow and road management policy.

**7. TRANSIT**

- a) Consider approving preliminary transit projects for funding under SB 125 and authorizing the Co-Executive Directors to submit required documentation (*Aaron Washco*)
  - Washco and LeFrancois gave a brief presentation on preliminary transit projects and answered questions from the Commission.

Motion: Approving preliminary transit projects for funding under SB 125 and authorizing the Co-Executive Directors to submit required documentation.

Sauser motioned; Kreitz seconded.

Roll Call – Ayes: Peters, Sauser, Holler, Kreitz, Duggan. Absent: Chang. Motion carries 5-0 with 1 absence.

- b) ESTA Update (*Phil Moores*)
  - Moores gave an ESTA update and answered questions from the Commission.
- c) YARTS Update (*Nav Baghri/Jose Perez*)
  - Perez gave a YARTS update and answered questions from the Commission.

**8. CORRESPONDENCE/INFORMATIONAL - none****9. REPORTS**

- a) Commissioners
  - Commissioner Kreitz, Sauser, and Chair Duggan gave a report.
- b) Co-Directors
  - Sugimura gave a brief overview of the report that was provided in the packet.

**10. UPCOMING AGENDA ITEMS**

- a) OWP Formal Amendment #2 to add a Work Element for the YARTS Short-Range Transit Plan
- b) SSTAC appointments & Unmet Transit Needs schedule – January/February
- c) RTP update in 2024

**11. ADJOURN at 10:39 am to January 8, 2024****COMMISSIONERS**

Jennifer Kreitz • John Peters • Rhonda Duggan • John Wentworth • Bill Sauser • Paul Chang

# Mono County Local Transportation Commission

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## Staff Report

February 5, 2024

**TO:** Mono County Local Transportation Commission

**FROM:** Deanna Tuetken, Administrative Services Specialist

**SUBJECT:** Mono County Local Transportation Commission Audit Report 2022-23

### RECOMMENDATION

Receive and accept the Mono County LTC Annual Financial Report with Independent Auditor's Report dated June 30, 2023.

### DISCUSSION

Receive the Mono County LTC Annual Financial Report with Independent Auditor's Report dated June 30, 2023.

### FISCAL IMPLICATIONS

N/A

### ATTACHMENTS

Financial Statement with Independent Auditor's Report ending June 30, 2023

**MONO COUNTY  
LOCAL TRANSPORTATION  
COMMISSION**

**Annual Financial Report  
With Independent Auditor's Report Thereon**

**June 30, 2023**

**MONO COUNTY  
LOCAL TRANSPORTATION COMMISSION  
Annual Financial Report**

Table of Contents

	<u>Page</u>
<b>Financial Section</b>	
Independent Auditor’s Report.....	1-3
Management’s Discussion and Analysis.....	4-8
<b>Basic Financial Statements:</b>	
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
<b>Required Supplementary Information:</b>	
Budgetary Comparison Schedule – Planning Fund .....	21
Notes to Required Supplementary Information .....	22
<b>Supplementary Information:</b>	
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
Statement of Revenues, Expenditures, and Changes in Fund Balance – Overall Work Program – Budget and Actual by Funding Source .....	29
<b>Other Report</b>	
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



Craig R. Fechter, CPA, MST  
(1976 - 2022)

## INDEPENDENT AUDITOR'S REPORT

Mono County Local Transportation Commission  
Mammoth Lakes, California

### Report on the Audit of the Financial Statements

#### Opinions

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 (Commission) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

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 Commission as of June 30, 2023, 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.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Commission, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.



Mono County Local Transportation Commission  
Mammoth Lakes, California

### **Auditor’s Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Commission’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **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 4–8 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

Mono County Local Transportation Commission  
Mammoth Lakes, California

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.

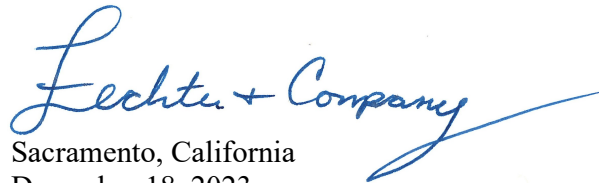
### **Supplementary Information**

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 individual fund financial statements and schedules listed in the table of contents as supplementary information are presented for purposes of additional analysis and are not a required part of the basic financial statements. These statements and schedules are the responsibility of management and were derived from and relate 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.

### **Other Report**

In accordance with Government Auditing Standards, we have also issued our report dated December 18, 2023, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit, in accordance with Government Auditing Standards, in considering the Commission's internal control over financial reporting and compliance.

Fechter & Company  
Certified Public Accountants

  
Sacramento, California  
December 18, 2023

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
 Management's Discussion and Analysis  
 For the Year Ended June 30, 2023

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, 2023. 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  
 RTIP: Regional Transportation Improvement 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 \$612,730 (*net position*). All of this balance is unrestricted and is available to meet ongoing obligations to citizens and creditors.
- As of June 30, 2023, the Commission reported an ending fund balance of \$612,730 for its governmental fund. This is an increase of \$49,015 in comparison with the prior year. The ending balance is derived from grants and other restricted 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 2022-23, the Commission incurred program expenditures of \$247,255, a decrease of \$225,038, or 47.6%, 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.

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.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2023

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 State Transit Assistance Fund, and the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA).

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.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2023

***Government-wide Financial Analysis***

The following table compares the Statement of Net Position at June 30, 2023 and 2022:

	Governmental Activities		
	2023	2022	Change
Assets			
Cash and investments	\$ 516,139	\$ 302,913	\$ 213,226
Due from other governments	99,550	357,736	(258,186)
Total assets	<u>615,689</u>	<u>660,649</u>	<u>(44,960)</u>
Liabilities			
Accounts payable	2,959	96,934	(93,975)
Total liabilities	<u>2,959</u>	<u>96,934</u>	<u>(93,975)</u>
Net position			
Unrestricted	<u>\$ 612,730</u>	<u>\$ 563,715</u>	<u>\$ 49,015</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, 2023, assets exceeded liabilities by \$612,730, an increase of \$49,015 or 8.7%. 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 increase in fund balance results primarily from RPA and other transportation grant funding received during the fiscal year but not spent. These funds will carry-over for spending to the next fiscal year. The comparative financial statement above was restated to account for this adjustment.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2023

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

	Governmental Activities		
	2023	2022	Change
Program revenues			
Regional planning assistance	\$ 141,705	\$ 229,822	\$ (88,117)
Planning, Programming & Monitoring	75,000	135,000	(60,000)
Regional Surface Transportation Program	6,087	92,034	(85,947)
LTC Transportation Grants	62,175	168,440	(106,265)
Total program revenues	284,967	625,296	(340,329)
General revenues - interest	11,303	3,535	7,768
Total revenues	296,270	628,831	(332,561)
Program expenses - transportation planning	247,255	472,293	(225,038)
Change in net position	49,015	156,538	(107,523)
Net position, beginning of the year	563,715	316,143	247,572
Prior period adjustment	-	91,034	(91,034)
Net position, beginning of the year, restated	563,715	407,177	156,538
Net position, end of the year	\$ 612,730	\$ 563,715	\$ 49,015

The Commission's total program and general revenues were \$296,270, while the total cost of all programs was \$247,255. In 2022-2023, grants funded RPA, PPM, RSTP, and LTC Transportation Grants only.

### 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, 2023, the Commission reported an ending fund balance of \$612,730, an increase of \$49,015 from the prior year. This increase is a result of revenues exceeding expenditures during the year.

Total revenues were \$296,270, which represents a decrease of \$332,561 from the prior year. RPA, PPM, RSTP, and LTC grants were all less than the prior year by \$88,117, \$60,000, \$85,947, and \$106,266, respectively. 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, 2023

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

Work Element	FY 2023	FY 2022	Change
100 Administration	35,755	\$50,741	\$ (14,986)
200 Regional Transportation	58,699	40,812	17,887
300 Vehicle Miles Traveled & Implementation	-	14,086	(14,086)
400 Grants	13,694	25,927	(12,233)
700 RTIP & Project Development	43,000	63,005	(20,005)
800 Regional Transportation Planning	11,500	10,146	1,354
900 Asset Management & Traffic Issues	184,852	167,783	17,069
	<u>\$347,500</u>	<u>\$ 372,500</u>	<u>\$ (25,000)</u>

***Budgetary Highlights***

On June 14, 2022, the Commission adopted the fiscal year 2022-23 OWP. The OWP covers activities funded with RPA and PPM sources and totaled \$290,000.

Actual revenues were \$296,270. PPM and RSTP revenues were not fully spent. A percentage of unspent PPM funds are to be re-programmed into the following fiscal year's OWP.

Actual expenditures for the OWP were under budget by \$162,420, or 39.6% of budget due primarily to the OWP expenditures being over-budgeted.

***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, 2023 that exceeded this threshold.

*Debt Administration*

The Commission did not have any long-term obligations as of June 30, 2023.

***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, 2023

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and investments	\$ 516,139
Due from other governments	<u>99,550</u>
Total Assets	<u>615,689</u>
<b>LIABILITIES</b>	
Accounts payable	<u>2,959</u>
<b>NET POSITION</b>	
Unrestricted	<u><u>\$ 612,730</u></u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Activities  
For the Year Ended June 30, 2023

	<u>Governmental Activities</u>
<b>PROGRAM REVENUES</b>	
Operating grants	
Regional planning assistance	\$ 141,705
Planning, Programming & Monitoring	75,000
Regional Surface Transportation Program	6,087
LTC Transportation Grants	<u>62,175</u>
Total Program Revenues	284,967
<b>PROGRAM EXPENSES</b>	
Transportation planning and administration	<u>247,255</u>
Net (Expenses) Program Revenues	37,712
<b>GENERAL REVENUES</b>	
Interest earned	<u>11,303</u>
Change in Net position	49,015
Net Position, Beginning of the Year	<u>563,715</u>
<b>NET POSITION, END OF THE YEAR</b>	<u><u>\$ 612,730</u></u>

**FUND FINANCIAL STATEMENTS**

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Balance Sheet - Governmental Fund  
June 30, 2023

	Planning Fund
	<u>          </u>
<b>ASSETS</b>	
Cash and investments	\$ 516,139
Due from other governments	<u>99,550</u>
Total Assets	<u><u>\$ 615,689</u></u>
<b>LIABILITIES</b>	
Accounts payable	<u>\$ 2,959</u>
Total Liabilities	2,959
<b>FUND BALANCES</b>	
Unassigned	<u>612,730</u>
Total Liabilities and Fund Balances	<u><u>\$ 615,689</u></u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
Governmental Fund  
For the Year Ended June 30, 2023

	Planning Fund
<b>REVENUES</b>	
Rural Planning Assistance (RPA)	\$ 141,705
Planning, Programming & Monitoring (PPM)	75,000
Regional Surface Transportation Program (RSTP)	6,087
LTC Transportation Grants	62,175
Interest	11,303
	<hr/>
Total Revenues	296,270
	<hr/>
<b>EXPENDITURES</b>	
Planning and Administration - RPA	147,887
Planning - PPM	18,055
Low Carbon Transit Operation & Transit Planning	81,313
	<hr/>
Total Expenditures	247,255
	<hr/>
<b>CHANGE IN FUND BALANCE</b>	49,015
	<hr/>
Fund Balance, Beginning of the Year	563,715
	<hr/>
<b>FUND BALANCE, END OF THE YEAR</b>	<u><u>\$ 612,730</u></u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Fiduciary Net Position  
June 30, 2023

	<u>Private Purpose Trust Funds</u>
<b>ASSETS</b>	
Cash and investments	\$ 1,614,669
Taxes receivable	206,676
Due from other governments	<u>120,580</u>
 Total Assets	 <u>\$ 1,941,925</u>
<b>LIABILITIES</b>	
Allocations payable	<u>\$ 128,243</u>
<b>NET POSITION</b>	
Held in trust for other governments	<u>1,813,682</u>
 Total Liabilities and Net Position	 <u>\$ 1,941,925</u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Changes in Fiduciary Net Position  
For the Year Ended June 30, 2023

	<u>Private Purpose Trust Funds</u>
<b>ADDITIONS</b>	
Sales and use tax	\$ 1,184,319
Intergovernmental revenues	481,690
Interest	<u>40,456</u>
 Total Additions	 <u>1,706,465</u>
<b>DEDUCTIONS</b>	
Allocations to Claimants	
Eastern Sierra Transit Authority	1,400,145
Yosemite Area Regional Transit System	40,000
Mono County Senior Services	30,000
Transfer to Pedestrian/Bicycle Fund	13,677
Administration	<u>38,150</u>
 Total Deductions	 <u>1,521,972</u>
 <b>CHANGE IN FIDUCIARY NET POSITION</b>	  184,493
 Net Position, Beginning of Year	 <u>1,629,189</u>
 Net Position, End of Year	 <u><u>\$ 1,813,682</u></u>

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
 Notes to Financial Statements  
 For the Year Ended June 30, 2023

**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 Mono County Local Transportation 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, 2023.

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, 2023

**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 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 percent 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.
- *State of Good Repair* – Revenues in this fund provide capital assistance for maintenance, replacement, and rehabilitation projects of high-intensity fixed guideway and motorbus systems to help transit agencies maintain assets in a state of good repair in urbanized areas.
- *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 of the current period. The Commission utilizes a one-year availability period for revenue recognition for governmental fund revenues.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Notes to Financial Statements  
For the Year Ended June 30, 2023

**Note 1: Summary of Significant Accounting Policies – Continued**

**C. Basis of Accounting – Continued**

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, 2023, 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, 2023

**Note 1: Summary of Significant Accounting Policies – Continued**

**E. Receivables**

The Commission's receivables include 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, 2023, 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, 2023, 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 Policies**

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, 2023

**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 resources 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 and excess insurance. Under this program, the County of Mono self-insures for three major insurance programs, Worker’s Compensation, Liability, and Property through Trindel Insurance Fund. The County self-insures, through Trindel Insurance Fund, losses up to \$ 300,000.00 for workers’ compensation, losses up to \$250,000 for general liability, and \$25,000 for property on a per occurrence basis. Losses exceeding these limits are covered by excess insurance pools and policies provided by Trindel Insurance Fund and PRISM. The excess policies provide coverage for workers’ compensation losses up to statutory limits and liability losses up to 25 million dollars and Property up to 600 million. A recent actuarial evaluation found the County’s self-insurance reserves, through Trindel Insurance Fund, to be adequately funded above the expected confidence level. The County also has a \$10,000,000 Faithful Performance Bond, and a \$10,000,000 Money and Securities Bond with a \$25,000 deductible for each.

**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.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
 Notes to Financial Statements  
 For the Year Ended June 30, 2023

**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.

**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, 2023, the Commission did not receive any proceeds from the State's PTMISEA and Transit Security account. As of June 30, 2023, 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 \$891.

**Note 4: Subsequent Events**

Management has evaluated events subsequent to June 30, 2023 through December 18, 2023, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

**REQUIRED SUPPLEMENTARY INFORMATION**

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Budgetary Comparison Schedule  
 Planning Fund  
 For the Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance
	Original	Final		Over/(Under) Budget
<b>Revenues</b>				
OWP Revenues:				
Rural Planning Assistance (RPA)	\$ 230,000	\$ 287,500	\$ 141,705	\$ (145,795)
Planning, Programming & Monitoring (PPM)	60,000	60,000	75,000	15,000
Regional Surface Transportation Program (RSTP)	-	-	6,087	6,087
Non OWP Revenues:				
LTC Transportation Grants	62,175	62,175	62,175	-
Interest	-	-	11,303	11,303
<b>Total revenues</b>	<b>352,175</b>	<b>409,675</b>	<b>296,270</b>	<b>(113,405)</b>
<b>Expenditures</b>				
Overall Work Program:				
100 Administration	21,500	35,755	33,891	(1,864)
200 Regional Transportation	88,500	58,699	5,426	(53,273)
300 Vehicle Miles Traveled & Implementation	5,000	-	-	-
400 Grants	10,000	13,694	13,694	-
700 RTIP & Project Development	43,000	43,000	23,487	(19,513)
800 Regional Transportation Planning	11,500	11,500	4,097	(7,403)
900 Asset Management & Traffic Issues	110,500	184,852	84,850	(100,002)
Non OWP Expenditures:				
LTC Transportation Grants	-	62,175	62,175	-
Other miscellaneous expenditures	-	-	19,635	19,635
<b>Total expenditures</b>	<b>290,000</b>	<b>409,675</b>	<b>247,255</b>	<b>(162,420)</b>
<b>Change in Fund Balance</b>	<b>\$ 62,175</b>	<b>\$ -</b>	<b>49,015</b>	<b>\$ 49,015</b>
Fund balance, beginning of year			563,715	
<b>Fund balance, end of year</b>			<b>\$ 612,730</b>	

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Notes to Required Supplementary Information  
For the Year Ended June 30, 2023

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 (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, 2023  
(With Comparative Totals as of June 30, 2022)

	Local	State	State	PTMISEA	Totals	
	Transportation Fund	Transit Assistance	of Good Repair	Transit Security	2023	2022
<b>ASSETS</b>						
Cash and investments	\$ 1,273,066	\$ 337,784	\$ 2,928	\$ 891	\$ 1,614,669	\$ 1,408,475
Sales tax receivable	206,676	-	-	-	206,676	230,775
Due from other governments	-	111,925	8,655	-	120,580	92,406
<b>Total Assets</b>	<u>\$ 1,479,742</u>	<u>\$ 449,709</u>	<u>\$ 11,583</u>	<u>\$ 891</u>	<u>\$ 1,941,925</u>	<u>\$ 1,731,656</u>
<b>LIABILITIES AND NET POSITION</b>						
Liabilities						
Allocations payable	\$ 7,663	\$ 111,925	\$ 8,655	\$ -	\$ 128,243	\$ 102,467
<b>Total Liabilities</b>	<u>7,663</u>	<u>111,925</u>	<u>8,655</u>	<u>-</u>	<u>128,243</u>	<u>102,467</u>
Net Position						
Held in trust for pedestrian & bicycle projects	74,956	-	-	-	74,956	46,288
Held in trust for other purposes	1,397,123	337,784	2,928	891	1,738,726	1,582,901
<b>Total Net Position</b>	<u>1,472,079</u>	<u>337,784</u>	<u>2,928</u>	<u>891</u>	<u>1,813,682</u>	<u>1,629,189</u>
<b>Total Liabilities and Net Position</b>	<u>\$ 1,479,742</u>	<u>\$ 449,709</u>	<u>\$ 11,583</u>	<u>\$ 891</u>	<u>\$ 1,941,925</u>	<u>\$ 1,731,656</u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Combining Statement of Changes in Fiduciary Net Position  
 All Private Purpose Trust Funds  
 For the Year Ended June 30, 2023  
 (With Comparative Totals For the Fiscal Year Ended June 30, 2022)

	Local	State	State	PTMISEA &	Totals	
	Transportation Fund	Transit Assistance	of Good Repair	Transit Security	2023	2022
<b>ADDITIONS</b>						
Sales and use taxes	\$ 1,184,319	\$ -	\$ -	\$ -	\$ 1,184,319	\$ 1,146,159
Intergovernmental revenue	-	431,079	50,611	-	481,690	345,113
Interest	31,741	8,497	196	22	40,456	16,324
<b>Total Additions</b>	<b>1,216,060</b>	<b>439,576</b>	<b>50,807</b>	<b>22</b>	<b>1,706,465</b>	<b>1,507,596</b>
<b>DEDUCTIONS</b>						
Allocations to claimants						
Eastern Sierra Transit Authority	918,456	431,079	50,610	-	1,400,145	1,180,941
Yosemite Area Regional Transit System	40,000	-	-	-	40,000	40,000
Mono County Senior Services	30,000	-	-	-	30,000	30,000
Transfer to Pedestrian/Bicycle Fund	13,677	-	-	-	13,677	-
Administration	38,150	-	-	-	38,150	5,330
<b>Total Deductions</b>	<b>1,040,283</b>	<b>431,079</b>	<b>50,610</b>	<b>-</b>	<b>1,521,972</b>	<b>1,256,271</b>
<b>CHANGE IN FIDUCIARY NET POSITION</b>	<b>175,777</b>	<b>8,497</b>	<b>197</b>	<b>22</b>	<b>184,493</b>	<b>251,325</b>
Net Position, beginning of year	1,296,302	329,287	2,731	869	1,629,189	1,377,864
Net Position, end of year	<u>\$ 1,472,079</u>	<u>\$ 337,784</u>	<u>\$ 2,928</u>	<u>\$ 891</u>	<u>\$ 1,813,682</u>	<u>\$ 1,629,189</u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Fiduciary Net Position  
By Area of Apportionment  
Local Transportation Fund  
June 30, 2023  
(With Comparative Totals as of June 30, 2022)

	Local Transportation Fund - Transit	Pedestrian/ Bicycle	Totals	
			2023	2022
<b>ASSETS</b>				
Cash and investments	\$ 1,198,110	\$ 74,956	\$ 1,273,066	\$ 1,065,527
Sales tax receivable	206,676	-	206,676	230,775
<b>Total Assets</b>	<u>\$ 1,404,786</u>	<u>\$ 74,956</u>	<u>\$ 1,479,742</u>	<u>\$ 1,296,302</u>
<b>LIABILITIES AND NET POSITION</b>				
Liabilities:				
Allocations payable	\$ 7,663	\$ -	\$ 7,663	\$ -
<b>Total Liabilities</b>	<u>7,663</u>	<u>-</u>	<u>7,663</u>	<u>-</u>
Net Position:				
Held in trust for Pedestrian & Bicycle projects	-	74,956	74,956	46,288
Held in trust for other purposes Unapportioned	<u>1,397,123</u>	<u>-</u>	<u>1,397,123</u>	<u>1,250,014</u>
<b>Total Net Position</b>	<u>1,397,123</u>	<u>74,956</u>	<u>1,472,079</u>	<u>1,296,302</u>
<b>Total Liabilities and Net Position</b>	<u>\$ 1,404,786</u>	<u>\$ 74,956</u>	<u>\$ 1,479,742</u>	<u>\$ 1,296,302</u>

**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, 2023  
(With Comparative Totals For the Fiscal Year Ended June 30, 2022)

	Local		Totals	
	Transportation Fund - Transit	Pedestrian/ Bicycle	2023	2022
<b>ADDITIONS</b>				
Sales and use taxes	\$ 1,170,642	\$ 13,677	\$ 1,184,319	\$ 1,146,159
Interest	30,123	1,618	31,741	12,088
Total Additions	<u>1,200,765</u>	<u>15,295</u>	<u>1,216,060</u>	<u>1,158,247</u>
<b>DEDUCTIONS</b>				
Allocations to Claimants				
Eastern Sierra Transit Authority	918,456	-	918,456	819,711
Yosemite Area Regional Transit System	40,000	-	40,000	40,000
Mono County Senior Services	30,000	-	30,000	30,000
Transfer to Pedestrian/Bicycle Fund	13,677	-	13,677	-
Administration and planning	38,150	-	38,150	23,638
Total Deductions	<u>1,040,283</u>	<u>-</u>	<u>1,040,283</u>	<u>913,349</u>
<b>CHANGE IN FIDUCIARY NET POSITION</b>	160,482	15,295	175,777	244,898
Net Position, Beginning of the Year	1,250,014	46,288	1,296,302	1,051,404
Prior period adjustment *	(13,373)	13,373	-	-
Net Position, Beginning of the Year, restated	<u>1,236,641</u>	<u>59,661</u>	<u>1,296,302</u>	<u>1,051,404</u>
Net Position, End of Year	<u>\$ 1,397,123</u>	<u>\$ 74,956</u>	<u>\$ 1,472,079</u>	<u>\$ 1,296,302</u>

\* Represents fiscal year 21-22 Bicycle path allocation paid in fiscal year 22-23.

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Schedule of Allocations and Expenditures  
Local Transportation Fund  
For the Year Ended June 30, 2023

Allocations	PUC	Allocated	Expended	Allocations Outstanding June 30, 2023
LTC administration	99233.1	\$ 10,000	\$ 92	\$ 9,908
LTC audit costs	99233.1	30,000	32,852	(2,852)
LTC planning and programming	99233.2	10,000	5,206	4,794
Bicycle path	99233.3	13,677	13,677	-
Eastern Sierra Transit Authority for CTSA administration	99233.7	19,762	19,762	-
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	40,000	40,000	-
Eastern Sierra Transit Authority for systems operations	99400(c)	455,358	468,935	(13,577)
Eastern Sierra Transit Authority for FY 21-22 revenue above projection distribution	-	-	324,695	(324,695)
		\$ 713,861	\$ 1,040,283	\$ (1,727)

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Schedule of Allocations and Expenditures  
State Transit Assistance Fund  
For the Year Ended June 30, 2023

<u>Allocations</u>	<u>PUC</u>	<u>Allocations Outstanding June 30, 2022</u>	<u>Allocated</u>	<u>Expended</u>	<u>Allocations Outstanding June 30, 2023</u>
Eastern Sierra Transit Authority	6731(b)	\$ -	\$ 431,079	\$ 431,079	\$ -
Total Allocations		<u>\$ -</u>	<u>\$ 431,079</u>	<u>\$ 431,079</u>	<u>\$ -</u>

**OTHER REPORT**



**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, 2023

	Actual					Total	Variance Positive (Negative)
	Budget	Regional Planning Assistance	PPM	RSTP	Grants		
<b>Revenues</b>							
OWP Revenues:							
Rural Planning Assistance	\$ 287,500	\$ 141,705	\$ -	\$ -	\$ -	\$ 141,705	\$(145,795)
PPM	60,000	-	75,000	-	-	75,000	15,000
RSTP	-	-	-	6,087	-	6,087	6,087
Non OWP Revenues:							
LTC Transportation Grants	62,175				62,175	62,175	-
Interest	-	(1,405)	7,531	6,481	(1,304)	11,303	11,303
Total Revenues	<u>409,675</u>	<u>140,300</u>	<u>82,531</u>	<u>12,568</u>	<u>60,871</u>	<u>296,270</u>	<u>(113,405)</u>
<b>Expenditures:</b>							
Overall Work Program:							
100 Administration	35,755	33,891	-	-	-	33,891	(1,864)
200 Regional Transportation	58,699	5,426	-	-	-	5,426	(53,273)
300 Vehicle Miles Traveled & Implementation	-	-	-	-	-	-	-
400 Grants	13,694	13,694	-	-	-	13,694	-
700 RTIP & Project Development	43,000	1,389	22,098	-	-	23,487	(19,513)
700 & 900 PPM TOML	-	6,000	(6,000)	-	-	-	-
800 Regional Transportation Planning	11,500	4,097	-	-	-	4,097	(7,403)
900 Asset Management & Traffic Issues	184,852	83,210	1,640	-	-	84,850	(100,002)
Non OWP Expenditures:							
LTC Transportation Grants	62,175	-	-	-	62,175	62,175	-
Non-reimbursable expenditures	-	-	-	-	19,138	19,138	19,138
Other miscellaneous expenditures/(credits)	-	180	317	-	-	497	497
Total Expenditures	<u>409,675</u>	<u>147,887</u>	<u>18,055</u>	<u>-</u>	<u>81,313</u>	<u>247,255</u>	<u>(162,420)</u>
<b>Change in Fund Balance</b>	<u>\$ -</u>	<u>\$ (7,587)</u>	<u>\$ 64,476</u>	<u>\$ 12,568</u>	<u>\$ (20,442)</u>	<u>49,015</u>	<u>\$ 49,015</u>
Fund balance, beginning of year						563,715	
Fund balance, end of year						<u>\$ 612,730</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**

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, 2023 and have issued our report thereon dated December 18, 2023. 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

  
Sacramento, California  
December 18, 2023

# Mono County Local Transportation Commission

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## Staff Report

February 27, 2024

**TO:** Mono County Local Transportation Commission

**FROM:** Gerry LeFrancois, Planning Analyst  
Aaron Washco, Planning Analyst

**SUBJECT:** Mono County draft Overall Work Program (OWP) 2024-25

### RECOMMENDATIONS

Review and provide feedback for the draft 2024-25 Overall Work Program (OWP).

### 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 dependent on approval of a state budget. The budgeting of PPM funds is limited and subject to the Regional Transportation Improvement Program (RTIP) every two years.

### ENVIRONMENTAL COMPLIANCE

Analysis under the California Environmental Quality Act (CEQA) is required for future projects.

### DISCUSSION

The draft 2024-25 OWP is required to be submitted to Caltrans for review by March 1 every year. Staff reviews the OWP with the Commission for comments before submitting to District 9. Comments received from Caltrans are reviewed prior to the adoption of the final OWP, which typically occurs at the May Commission meeting. The OWP, budget, and this staff report have been updated since the initial release with the February 5 LTC packet.

The 2024-25 OWP revises several work elements with input from Town and County staff. Most work elements are ongoing or continuing programs with refinements to the anticipated work and tasks. The only new work element is 400.2, which contributes funding to the Yosemite Area Regional Transportation System's (YARTS's) Short-Range Transit Plan (SRTP) update. Five agencies have signed the Joint Powers Authority (JPA) Agreement for YARTS; if split evenly (regardless of service days), the cost of the SRTP update would be \$33,000 per agency. At this time, other funding sources include the Merced County Association of Governments (MCAG) at \$50,000 and future grant funding for the remaining \$82,000.

This upcoming fiscal year the emphasis will shift to procurement of data collection equipment for traffic and trails, data collection analysis, asset management, and several planning projects including the Multi-Jurisdictional Hazard Mitigation Plan, airport land use compatibility plan updates, potentially a sage-grouse feasibility study for the North Conway Climbing Lane project, trails planning, and an update of the Regional Transportation Plan (RTP). The budget is preliminary and will be refined before the March 1 submittal. The budget is managed throughout the year based on actual work and costs, and a FY 23-24 rollover will also likely need to be programmed.

The Commission is requested to provide substantial comments at this meeting to ensure discussion and direction by the full Commission for the March 1 submittal. Substantial changes made after March 1 requires additional coordination with Caltrans, and staff can only take direction given in open session from a majority of the Commission.

Please contact Wendy Sugimura (760-924-1814, [wsugimura@mono.ca.gov](mailto:wsugimura@mono.ca.gov)) or Gerry LeFrancois (760-932-5432, [glefrancois@mono.ca.gov](mailto:glefrancois@mono.ca.gov)) with any questions.

#### **ATTACHMENTS**

1. Draft OWP 2024-25 legislative format

# Overall Work Program Fiscal Year 2024/2025

July 1, 2024, to June 30, 2025

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MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Adopted: TBD

# Contents

- Introduction..... 1
- Geographical Overview..... 1
- Organizational Overview ..... 1
- Responsibilities and Priorities ..... 3
- Organizational Procedures and Documents..... 3
- Public Involvement ..... 3
- Summary of FY2023/24 Accomplishments ..... 4
- Planning Emphasis Areas ..... 4
- Planning Emphasis Areas ..... 4
- Federal Planning Emphasis Areas..... 8
- FY ~~2023~~2024/24 25 OWP Budget ..... 8 9
- Invoicing / Reimbursement..... 10 11
- Work Element 100 – Agency Administration and Management ..... 11 12
- 100.1 General Administration and Management ..... 11 12
- 100.2 Overall Work Program Development and Administration ..... 12 13
- 100.3 Training and Professional Development ..... 13 14
- Work Element 200 – Regional Transportation Series ..... 14 15
- 200.1 Regional Transportation Plan..... 14 15
- 200.2 Regional Transportation Plan Monitoring..... 15 16
- Work Element 300 – Unused / Reserved for future use ..... 17
- Work Element 400 – Grants ..... 18 17
- 400.1 Multi-Jurisdictional Hazard Mitigation Plans..... 18 17
- 400.2 YARTS Short Range Transit Plan..... 22
- Work Element 500 and 600 – Unused / Reserved for future use .....
- Work Element 700 – Regional Transportation Improvement Program (RTIP) and Project Development Series ..... 20 19
- 700.1 Regional Transportation Improvement Program ..... 20 19
- 700.2 Project Development and Project Study Reports..... 21 20
- Work Element 800 – Regional Transportation Planning Series ..... 22 21
- 800.1 Regional Transportation Planning..... 22 21
- 800.2 Regional Transit Planning and Coordination ..... 23 22
- Work Element 900 – Asset Management and Traffic Issues ..... 25 24
- 900.1 Planning, Monitoring, and Traffic Management Issues..... 25 24
- 900.2 Regional Data Collection Equipment..... 27 26

900.3 Regional Asset Management System - RPA..... 28



900.4 Regional Asset Management System - PPM.....29 30

900.5 Air Quality Monitoring and Planning Town of Mammoth Lakes .....30 31

900.6 Regional Trails Planning .....31 32

900.7 Community Traffic Calming, Complete Streets, and Design Standards .....33 34

900.8 Mono County Public Works Projects.....34 35

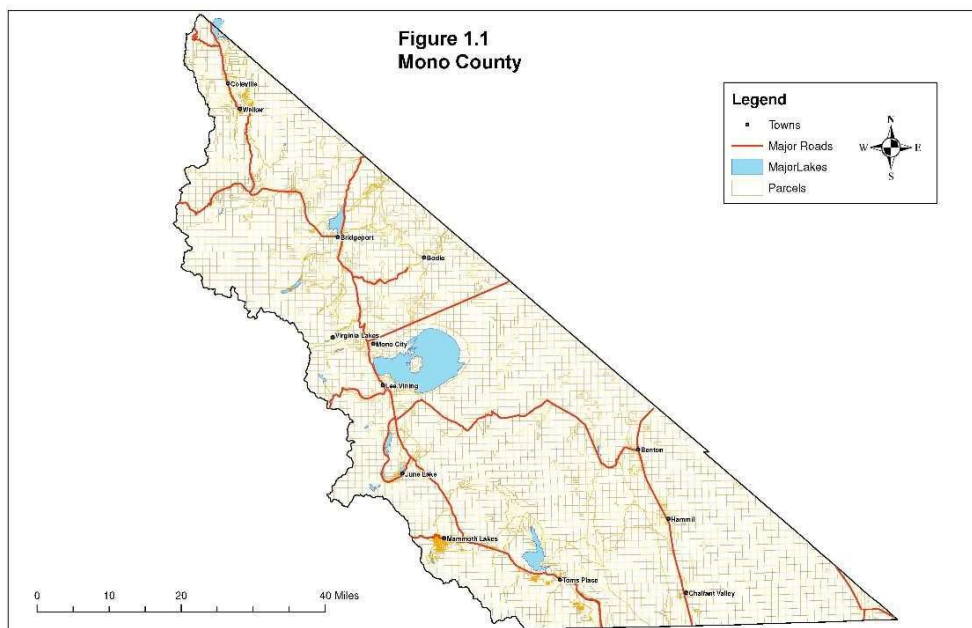
Appendix A OWP Billing Procedures .....36 37

Appendix B Glossary of Terms and Acronyms.....37 38

Appendix C Budget Breakdown TBD .....-44

## 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 2024<sup>3</sup>/2025<sup>4</sup> covering the period of July 1, 2024<sup>3</sup>, to June 30, 2025<sup>4</sup>, 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). Most of the funding is typically spent by Mono County and the Town of Mammoth Lakes (TOML). 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 3,049 square miles and a total population of 13,195 (2020 US Census). The county's one incorporated area, the Town of Mammoth Lakes (TOML), contains approximately 55% 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. Most 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, 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 (SR) 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. US 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 an 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 State Planning and Research (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. There is an existing Memorandum of Understanding (MOU) between Mono County and TOML. The Executive Director position is shared by the TOML Public Works Director and County Community Development Director or designee. There ~~are two~~is one transit systems within the County: that is administered by the Eastern Sierra Transit Authority (ESTA), which is based out of Bishop in Inyo County, and the Yosemite Area Regional Transportation System (YARTS), which is administered by the Merced County Association of Governments (MCAG). ESTA is a Joint Powers Authority (JPA) between Mono and Inyo Counties, the Town of Mammoth Lakes, and the City of Bishop. YARTS is a JPA involving Merced, Mariposa, Tuolumne, Mono, and Madera counties.

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 ex-officio, non-voting member.

Table 1.1 ~~2023~~ 2024 Mono County LTC Policy Board

Commissioner	Governmental Body Represented
Ms. Rhonda Duggan (Chair)	Mono County
Mr. Dan Holler	TOML Alternate Member
Ms. Jennifer Kreitz	Mono County
Mr. John Peters	Mono County
Mr. Bill Sauser	TOML
Mr. John Wentworth	TOML
Mr. Paul Chang	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	LTC Co-Executive Director, Mono County
Haislip Hayes	LTC Co-Executive Director, TOML
Gerry LeFrancois, Kelly Karl, <u>Aaron Washco, Brent Calloway, Rob Makoske</u>	Planners, Mono County
Deanna Tuetken	Fiscal Specialist, Mono County

Heidi Willson	Commission Secretary, Mono County
Chad Senior, <u>Kalen Dodd</u>	<u>Public Works Engineer</u> , Mono County
Paul Roten	Public Works Director, Mono County
Michael Martinez	IT Director, Mono County
Phil Moores	Director, ESTA
<u>Nav Baghri/Jose Perez</u>	<u>YARTS staff</u>
Marcella Rose	Outdoor Recreation Coordinator, Mono County

## Responsibilities and Priorities

Most of the state designated RTPAs are described under California Government Code Section 29532 et seq. An RTPA has the following core functions:

- Maintain a setting for regional decision-making.
- Implementation of the Transportation Development Act (TDA)
- Prepare and administer the Overall Work Program (OWP).
- Involve the public in transportation decision-making.
- Prepare and update a Regional Transportation Plan (RTP) every four years; 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
- ~~2022~~ 2024 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 and Main Street mobility studies
- 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. 5-6 & 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, transportation needs, transit needs, to implement the Regional Transportation Plan.

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, ~~and 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 notification to all tribes on the California Native American Heritage Commission (NAHC) list, and meetings or consultation with any interested tribe. Tribal governments are also invited to 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 ~~2022~~2023/~~23~~ 24 accomplishments

The following are primary tasks that were undertaken during FY 202~~32~~/24~~3~~:

- Participation in main street walkability, safety, and rehabilitation projects and conversations, including Lee Vining and Walker.
- 2024 Regional Transportation Improvement Program (RTIP) development, approval, and submittal.
- Assisted with grant development and Mono County support of the Eastern Sierra Council of Governments and Caltrans project application to the Highways to Boulevards grant program.
- Integration of the County's transportation projects into the Capital Improvement Program (CIP).
- Project Study Reports and adoption of review for potential 2024 Regional Transportation Improve Program (RTIP) future projects.,
- TOML completed PSR for John Muir drainage infrastructure improvements.
- Reconvened Memorandum of Understanding (MOU) partners to establish viability of continuing to work on projects and a strategy for repayments to Inyo and Mono County LTCs for funding advances. The work resulted in the Kern Council of Governments (COG) programming an Inyo County LTC project in their RTIP. Continued work on the region's outstanding MOU Projects with Inyo County LTC and Kern Council of Governments,
- Initiated conversation to f Finalized exchange of Highway Improvement Program (HIP) funds to Sacramento Area Council of Governments (SACOG) for State Transportation Improvement Program (STIP) funds – SACOG programmed a Mono County project in their RTIP.,
- Completed road assessments in the Town of Mammoth Lakes.
- Continued participating in state and regional discussions and forums on transportation funding and new funding programs such as the Infrastructure Improvement and Jobs Act (IJA),
- Continuation of Regional Asset Management Systems,
- Air Quality Monitoring in the Town of Mammoth Lakes,
- Completed the June Lake Loop (SR 158) Active Transportation Plan,
- Completed ESTA Short Range Transit Plan and Coordinated Human Services Plan,
- Worked with ESTA and YARTS on submittal of SB 125 programs
- Completed Mono County's vehicle miles traveled (VMT) standard and an update to countywide greenhouse gas emission inventory,

- WE 900.6 deployment of trail counter system, mapping and baseline data, CSA 1 discussion for south county trail plan (access to Lower Rock Creek Trail), adoption of Mt. Gate Park Plan, initial planning for select Bridgeport trails, planning effort with Econ Development for improved recreation opportunities in Tri-Valleys.
- Initiation of the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP), including development and release of a request for proposals to hire a consultant, under a CalOES/FEMA grant award.
- Update of Mono County Public Works development standards which includes roads and other transportation infrastructure.
- Administration of the Mono County Local Transportation Commission, including outreach to communities and Tribes.
- Participation in collaborative forums and meetings on regional transportation.
- Completion of the annual unmet transit needs process and Local Transportation Fund (LTF) programming.
- Continued participating in state and regional discussions and forums on transportation funding and new funding programs such as the Infrastructure Improvement and Jobs Act (IIJA).
- Continuation of Regional Asset Management Systems.
- Ongoing air quality monitoring and reporting in the Town of Mammoth Lakes.

## Planning Emphasis Areas

The Federal Highway Administration (FHWA) and 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.

### Planning Emphasis Areas

- 1) Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future  
Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.
- 2) Equity and Justice in Transportation Planning  
FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans, and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation

access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities. To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

### 3) Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles. A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network. Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles. To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.



#### 4) Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

#### 5) Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies. These can be a useful resource in the State and MPO areas covered by these route analyses.

#### 6) Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands

Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

7) Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

8) Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient

use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

9) Housing

Support housing programs and projects with well-developed and designed multi modal transportation networks. Providing alternatives to private vehicle use will reduce vehicle miles traveled. The Town is dedicated to providing lower cost transportation alternatives such as bike lanes, sidewalks, and easy access to transit.

**Federal Planning Emphasis Areas supporting OWP Work Elements**

Table 3.1 outlines FY 2023/24 OWP Work Elements that address and support each Planning Emphasis Area and FAST Act Planning Consideration. As illustrated below, the applicable PEAs are integrated into Mono County LTC’s FY 2023/24/25 work program.

3.1 FY 2023/24/25 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, 400.1, 800.1, 900.3, 900.5, 900.8
	Ladders of Opportunity	100.1, 100.3
PEAS	Economic Vitality	200.1, 200.2, 900.3 & .4, 900.7
	Safety of Transportation Systems	200.2, 400.1, 700.1, 700.2, 900.8
	Security of Transportation Systems	100.3, 200.1, 200.2, 400.1
	Accessibility and Mobility	200.1, 200.2, 400.1, 700.1, 800.2, 900.3 & .4, 900.6
	Environment, Conservation, and Quality of Life	200.2, 200.2, 400.1, 700.1, 800.1, & 900.6
	Connectivity of Modes	200.1, 400.1, 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, 400.1, 700.1, 900.3, .4, & .8
	Reliability of Systems	200.1, 400.1, 700.1, 700.2, 900.3, .4, & .8
	Enhance Travel and Tourism	200.1, 700.1, 700.2, 800.2, 900.6

**FY 2023/24/25 OWP**

LTC’s planning activities are divided into 18 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 costs and funding sources for all work elements is still in development. ~~One Work~~

## Overall Work Program FY 2024/25

Element, 900.8 is a multi-year work element. Staff will finalize the list of projects for the 2023/24 FY but will include other possible tasks in case funding is available to advance certain tasks before 2023/24 FY.

Table 4.1 Draft (TBD) Budget by Work Element

Work Element	Description	RPA Amount	PPM Amount	LTF	Carryover RPA 232/243	Total
100.1	General Administration and Management	\$ <del>11,515,000</del>		<del>\$ 5,000</del> TBD		\$ <del>11,515,000</del>
100.2	Overall Work Program Development & Admin	\$ <del>16,111,650,000</del>				\$ <del>115,000</del>
100.3	Training and Professional Development	\$4,000				\$ 4,000
200.1	Regional Transportation Plan	\$ <del>76,000</del>				\$ 6,000
200.2	Regional Transportation Plan Monitoring	\$ <del>6,05,0500</del>				\$ 5,0500
<u>300</u>	<u>Reserve for future use</u>		-	-		
400.1	Multi-Jurisdictional Hazard Mitigation Plan	\$ <u>10,000</u>				\$ <u>10,000</u> \$ <u>10,000</u> (FY <u>23/24</u> )
<u>400.2</u>	<u>YARTS Short Range Transit Plan</u>	\$ <u>33,000</u>				\$ <u>33,000</u> TBD
500	Reserved for future needs	-	-	-		\$ -
600	Reserved for future needs	-	-	-		\$ -
<u>700.1</u>	<u>Regional Transportation Improvement Program</u>	\$ <u>710,000</u> -	-	-		\$ <u>710,000</u>
<u>700.2</u>	<u>Project Development and Project Study Reports</u>	-	\$ <u>40100,000</u>	-		\$ <u>-</u> <u>4100,000</u>
<u>800.1</u>	<u>Regional Transportation Planning Interregional Planning</u>	\$ <u>6,001,500</u>	-	-		\$ <u>6,01,500</u> 0
<u>800.2</u>	<u>Regional Transit Planning and Coordination</u>	\$ <u>73,000</u> -	<del>\$ 40,000</del>	\$ <u>TBD</u>		\$ <u>73,000</u>
<u>900.1</u>	<u>Planning, Monitoring and Traffic Management</u>	\$ <u>38,56,000</u>	-	-		\$ <u>38,56,000</u>
<u>900.2</u>	<u>Regional Data Collection Equipment</u>	\$ <u>470,000</u>	-	<del>\$ 5,000</del>		\$ <u>470,000</u>
<u>900.3</u>	<u>Regional Asset Management – RPA</u>	\$ <u>15,000</u> <del>\$ 38,500</del>	-	-		\$ 15,000
<u>900.4</u>	<u>Regional Asset Management – PPM</u>	<del>\$ 40,000</del>	\$ <u>2025,000</u>	-		\$

Overall Work Program FY 2024/25

						2025,000
<u>900.5</u>	<u>Air Quality Monitoring –</u>	<u>\$ 1,0500 -</u>	-	-		<u>\$ 1,0500</u>
<u>900.6</u>	<u>Trails Planning –</u>	\$40,000		-		\$ 40,000
<u>900.7</u>	<u>Community Traffic Calming / Complete Streets / Design</u>	<u>\$ 52,000</u>	-	-		\$ 52,000
<u>900.8</u>	<u>Mono County Public Works Projects</u>	<u>\$ 37,000</u> <u>\$ -40,000</u>	-	-		\$ 37,000
	<u>Total</u>					
	<u>Final Budget</u>	<u>\$ 230,000</u>	<u>\$ 125,000</u>	<u>\$TBD</u>		<u>\$230,000</u>

## 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 is outlined below:

All costs and a description of work performed need to be submitted to LTC staff from Mono County by the 15<sup>th</sup> day following the quarter end or the next business day if the 15<sup>th</sup> falls on a weekend/holiday. Late submittals will not be included.

Q1 = July 1 – Sept 30

Q2 = October 1 – December 31

Q3 = January 1 -March 31

Q4 = April 1 – June 30

Full requirements for billing submittals are provided in appendix A.

## 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 as needed.
- Monthly and as needed coordination meetings between staff, Caltrans, YARTS, ESTA, the Commission Chair, and others as necessary to set meeting agenda items.
- Management and administration of budgets and agreements as needed.
- 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 as needed.

Expected Products:

- Monthly meetings, including agenda, staff reports, and supporting materials.
- Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management and invoicing for LTC, as needed.
- Distribution of agendas and meeting materials, including to Tribes and a public email distribution list, as well as posting on a public website, to facilitate public engagement.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June ~~2024~~2025

Funding: ~~TOML \$1,500~~

	Mammoth Lakes	Mono County	Total Funding
RPA	<del>\$3,000</del> 1,500	\$713,500	<del>\$10,000</del> 15,000
TDA – LTF		\$5,000 TBD	\$5,000TBD
Total			\$20,000 <del>11,5</del> \$15,000

### 100.2 Overall Work Program Development and Administration

Purpose: This task includes administration of FY 202~~43~~/~~254~~ OWP and development of the FY 202~~54~~/~~265~~ OWP by County staff in cooperation with other local, state, or federal agencies. This task also includes OWP amendments, as needed.

Previous Work: This WE includes reporting on amendments to the current FY 202~~32~~/~~23-24~~ OWP, quarterly reporting and billing for the current OWP, and development of the ~~2324~~/~~24 25~~ OWP.

Task Elements:

- Closeout of the FY 202~~32~~/~~243~~ OWP – annually.
- Administration of the FY 202~~43~~/~~254~~ OWP, as needed.
- Quarterly reporting of current year OWP progress and billing.
- Implementation of the OWP including amendments, as needed.
- Development and preparation of the FY 202~~54~~/~~265~~ OWP – annually.
- Conduct public outreach, including notification of input opportunities to the public and invitations to Tribes to participate.

Expected Products:

- Prior FY 202~~32~~/~~243~~ deliverables.
- FY 202~~43~~/~~254~~ OWP quarterly reports.
- Amendments and budget adjustments to the OWP, as needed.
- An adopted FY 202~~54~~/~~25 26~~ OWP.

Estimated Benchmarks: Ongoing for the complete fiscal year.

- Quarterly reporting due by July 31, 202~~43~~; October 31, 202~~43~~; January 31, 202~~54~~; and April 30, 202~~54~~.
- Outreach materials complete by June 2025.
- The draft 202~~54~~/~~265~~ OWP is due March 1, 202~~45~~; adoption targeted for June 202~~54~~.

Estimated Completion Date: June 202~~54~~

Funding: ~~TOML \$3,000~~

	Mammoth Lakes	Mono County	Total Funding
RPA	<del>\$8,500</del> \$3,500 <del>2,000</del>	<del>\$7,500</del>  \$83,000	<del>\$,115,000</del>
Total			\$115,000



### 100.3 Training and Professional Development

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, best practices for public meetings and outreach, and others.

Previous Work: Attendance in various webinars such as SB 1, management training, funding sources, and complete streets.

Task Elements:

- Attendance by staff for necessary workshops, conferences, webinars, and/or other transportation planning including non-motorized non-motorized uses, events as opportunities are available and as needed.
- In-house training with staff as necessary.

Expected Products:

- Attendance of training events.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2025

Funding: ~~FOML \$2,000~~

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,000	<del>\$22,50000</del> 0	<del>\$4,500000</del>
Total			<del>\$4,500000</del>

## 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

**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:** Discussions with Regional Planning Advisory Committees (RPACs) about transportation and mobility concerns in their communities, coordination with Caltrans when needed, and cataloging potential issues and studies to incorporate into a future RTP adoption or OWP work element. Maintain an up-to-date Work for the 2024 RTP—update will begin in FY 23/24.

#### Task Elements:

- Evaluate, research, and revise transportation policies as needed. This includes identification of future transportation needs/improvements.
- Review and implement RTP policies and programs for Housing Element and General Plan consistency as needed.
- Continue public engagement and outreach to community groups on transportation-related topics through the Regional Planning Advisory Committees (RPACs) – monthly.
- Outreach to Tribal Governments on transportation and transit issues, as needed.
- Review state and federal agency planning documents for consistency with the 2019 RTP, as needed.
- Review capital improvement programs from TOML and County for consistency with 2019 the RTP – annually.
- Update airport planning documents.

#### Expected Products:

- Agendas and minutes from meetings with Regional Planning Advisory Committees (RPACs) and/or other stakeholders on transportation-related issues.
- Documentation of Tribal Government outreach.
- Documentation of issue identification and policy development.
- Amendments Update to the Regional Transportation Plan in 2024, as needed.
- Updated Airport Land Use Compatibility Plans.

#### Estimated Benchmarks:

- Outreach to RPACs, Tribes, CPT, and others for updates to the RTP and community policies – December 2024.
- Review any RTP policy updates for adoption and incorporate the 2024 RTIP in December 2024 into future RTIP cycles – June 2025.
- Integrate RTP changes into Mono County and TOML planning documents to ensure coordination – June 2025.
- Continue to review RTP policies in future RTIP cycles (2026, etc.).
- June 2025: adopted ALUC plans, as necessary.

- Estimated Completion Date: June 2024~~2025~~

Funding: ~~TOML \$500~~

	Mammoth Lakes	Mono County	Total Funding
RPA	<del>\$500</del> 2,000	<del>\$5,500</del> 5,000 0	\$6,000
Total			\$6,000

## 200.2 Regional Transportation Plan Monitoring

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 for Mono County and TOML to stay current on legislation and statutory requirements to maintain an adequate RTP. Many of these programs and funding opportunities are the result of staff participation with Rural Counties Task Force, RTPA group, and/or virtual attendance at California Transportation Commission meetings.

Previous Work: This work element has been created 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); AB 2237 (requirement to rank and prioritize all RTIP projects based on climate goals and plans); AB 2438 (changes to SB 1 funding formulas);~~ SB 743 (VMT implementation); Local Transportation Climate Adaption Program Guidelines and Bipartisan Infrastructure Law / Infrastructure, Investment and Jobs Act (BIL/IIJA); Local Transportation Climate Adaption Program (LTCAP); Caltrans Strategic Investment Strategy (CSIS); AB 1121 Transportation Needs Assessment Report; SB 125 transit program funding.

### Task Elements:

- Track, and comment on as needed, state and federal transportation legislation
- Track, participate in, and serve on working groups as needed, such as Rural Counties Task Force and Bipartisan Infrastructure Bill & IIJA groups, when meetings are called.
- Track and apply for new funding opportunities, and/or fly a request for proposals (RFP) and hire a consultant to match projects with funds, as needed.
- Review California Transportation Commission (CTC) and/or Caltrans plans and policy changes as needed.
- Provide RTP consistency with Regional Transportation Improvement Program as needed.
- Debrief on fire and winter storm events/hazards as needed.
- Develop talking points for Commissioners to educate and communicate about rural transportation needs, context, and realities at the state and federal level, as needed.
- Ongoing documentation through narratives and data of the specific challenges from a changing climate that can be shared on behalf of the transportation needs of the residents of Mono County to assist in the procurement of resources to enhance the resilience of local infrastructure to benefit local residents, visitors, and public safety, as needed.

### Expected Products:

- Grant applications, if submitted.
- Letters, if submitted.
- RFP and awarded contract.

### Estimated Benchmarks:

- Grant consultant contract by Feb-ruary 2025.
- Work is ongoing for the complete fiscal year, and dependent on grant opportunity and legislative comment deadlines.

Estimated Completion Date: June ~~2024~~2025

Funding: ~~TOML~~ \$500

Overall Work Program FY\_2024/25

	Mammoth Lakes	Mono County	Total Funding
RPA	\$ <u>1,0500</u>	\$ <u>4,5,000</u>	\$ <u>6,05,0500</u>
Total			\$ <u>6,05,5000</u> <u>00</u>

## Work Element 400—Grants

The purpose of this Work Element is to support a Federal Emergency Management Agency (FEMA)/California Governor’s Office of Emergency Services (Cal OES) Hazard Mitigation Planning Grant. This one-time grant and the Work Element will be removed upon close out of the grant.

The LTC will also be helping YARTS with funding for their Short Range Transit Plan grant. Mono County LTC funds will be Rural Planning Assistance (RPA) or Local Transportation Fund (LTF).

### 400.1 Mono County & Town of Mammoth Lakes Multi-Jurisdictional Hazard Mitigation Plan/ Hazard Mitigation Planning Grant

Purpose: This grant will update Mono County and Town of Mammoth Lakes Multi-Jurisdictional Local Hazard Mitigation Plan (MJHMP). A consultant will be under contract to conduct the update with the assistance of Mono County staff.

#### Task Elements:

1. Planning Process
  - Assemble Project Management Team
  - Conduct Procurement for Consultation
2. Hazard Identification
  - Community Profiles
  - Hazard Profiles Development
3. Risk Assessment
  - Wildfire Hazards Assessment
  - Emergency Access Routes
  - Vulnerability Assessment
  - Critical Facilities Loss Estimate
  - Land Use Development Trends
4. Mitigation Strategy
  - Mitigation Goals and Objectives
  - Mitigation Strategies and Actions Development
  - Mitigation Action Matrix Development
5. Plan Preparation:
  - Capabilities Assessment
  - HMP Team Meetings
  - Plan Maintenance
6. Plan Drafting
  - Draft MJHMP
  - Review Draft MJHMP & Receive Input
  - Draft Final MJHMP
7. Public Outreach/Meetings/Public Hearings
  - Identify Mechanisms for Collecting Public Comment and Development of Web Content/ Outreach Materials
  - Community Meetings
8. Plan Adoption
  - Submit Final Plan for State Review
  - Adoption Presentations
  - Facilitate Special District Adoption (As Needed)

9. Closeout/Grant Administration (Covered by Subrecipient Management Cost (SMRC))

○ Quarterly, Annual & Closeout Reporting/Deliverables

Expected Products:

- Meeting agendas, data collection, outreach efforts, and stakeholder groups.
- Draft and final plan
- Grant administration and final closeout

Estimated Benchmarks:

- Request for Proposals – December 2023
- Contractor Selection – February 2024
- Steering Committee meetings, studies, draft updates – 2024
- Draft MJHMP – February 2025
- Review Draft MJHMP & Receive Public Input – April 2025
- Final MJHMP – April 2025
- Final MJHMP Submitted to CalOES - May 2025
- Adoption Presentations TOML & Mono County – February/March 2026
- Scope of Work Completion (CalOES Due Date) – March 16, 2026
- Closeout and Reimbursement Claims (CalOES Due Date) – May 15, 2026
- FEMA/CalOES HMP Grant Expiration– June 14, 2026

Estimated Completion Date: May 15, 2026

Funding:

Project	Federal Share	RPA funding (match) <del>(fy23-24)</del>	Total Funding
MJHMP Update	\$179,982	<u>\$10,000</u>	\$199,980
Subrecipient Management Cost (SMRC)	\$8,415	\$0	\$8,415
Total	\$188,397	\$10,000	\$208,395

400.2 YARTS Short Range Transit Plan

Purpose: This grant will develop a Short-Range Transit Plan for Yosemite Area Regional Transportation System (YARTS).

Previous Work: This is a new work element with funding from Mono County LTC.

Task Elements:

- Strategic Planning and Goals Alignment
- Communication and Marketing
- Integration with Yosemite National Park Shuttle Services
- Inter-Agency Collaboration & Connectivity to Multi Modal Transit
- Zero Emission Transition
- Fleet Evaluation
- Route Analysis and Improvements
- JPA Membership Dues Analysis

Expected Products:

- Meeting agendas, Consultant Selection
- Comprehensive review of service area characteristics
- Draft and final plan

Estimated Benchmarks:

- Project Initiation with consultant Summer 2024,
- Review of Existing Conditions, Summer/Fall 2024,
- Draft and Final Plan –Spring/Summer 2025,
- Grant Closeout – Winter 2025

Estimated Completion Date: Summer 2025

Funding:

	<u>YARTS</u>	<u>Mono County</u>	<u>Project Total</u>
<u>RPA or LTF (TBD)</u>		<u>\$33,000-RPA</u>	<u>\$33,000</u>
<u>FTA 5304</u>	<u>\$16582,000</u>		<u>\$82,000</u>
<u>Other JPA members (Merced MPO)</u>	<u>\$50,000</u>		<u>\$50,000</u>
<u>Total</u>	<u>\$16532,000</u>	<u>\$TBD33,000</u>	<u>\$165,000</u>



## 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

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 in the County and TOML. The funding comes from a variety of federal, state, and local sources. Regional and local projects cannot be programmed in the State Transportation Improvement Program or allocated by the California Transportation Commission (CTC) without an up-to-date RTIP.

#### Previous Work:

- Adoption of 2024~~2~~ RTIP, consistency determination of the 2024~~2~~ RTIP to the 2019 Regional Transportation Plan, and consistency of the 2024~~2~~ RTIP with CTC guidelines.
- ~~Adoption of 2021 Mid-Cycle STIP Cycle (CRRSAA—Coronavirus Response and Relief Supplemental Appropriations Act).~~
- Administrative support of the multi-agency collaborative working group on the Wildlife Crossing on US 395, which secured grant funding from the Wildlife Conservation Board to conduct California Environmental Quality Act (CEQA) analysis on all phases.

#### Task Elements:

- Coordinate with statewide, regional, and local planning agencies on future capital projects (such as: Freeman Gulch 2 & 3, North Conway Truck Climbing Lane, Wildlife Crossing on US 395), as needed.
- Develop programming needs and/or projects for ~~and adopt the 2024~~future RTIP cycles, as needed.
- Monitor / amend the 2024~~2~~ RTIP as necessary.
- ~~Develop and fly a request for proposals (RFP) to secure consultants for planning studies for projects.~~

#### Expected Products:

- Wildlife Crossing committee agendas and meeting materials, County comments at applicable stages of development.
- Amendments to the 2024~~2~~ RTIP, as needed.
- Request for proposals, contracts with qualified consultants
- North Conway Truck Climbing Lane planning feasibility study on sage grouse habitat.
- ~~Development and adoption of 2024 RTIP by December 2023, and amendments as needed.~~

#### Estimated Benchmarks: ~~2024 RTIP to be adopted by December 2023.~~

- Other work is ongoing for the complete fiscal year.
- Monthly Wildlife Crossing ~~ing~~ meeting~~s~~.
- RFP and contracting process completed by Dec. 2024.
- Sage grouse feasibility study for North Conway Truck Climbing Lanes – May 2025.

Estimated Completion Date: June ~~2024~~2025

Funding: ~~TOML \$500~~

	Mammoth Lakes	Mono County	Total Funding
RPA	\$ <del>2</del> ,500	\$ <del>469</del> ,500	\$ <del>710</del> ,000
<u>RPA Carryover</u>		<u>TBD</u>	
Total			\$ <u>710</u> ,000

## 700.2 Project Development Work / Project Study Reports

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 bridge projects under the Highway Bridge Program (HBR), road safety projects under the Highway Safety Improvement Program (HSIP), trail projects with Active Transportation Program (ATP) or Recreational Trails Program (RTP) funding opportunities.

Previous Work: PSRs to support RTIP funding in 2020 and 2022. Examples include Long Valley Streets PSR, Airport Road PSR, TOML Local Roads PSR, TOML John Muir Road Drainage Improvements PSR, Benton Crossing Road Rehabilitation Project Phase 1 PSR and Eastside Lane Rehabilitation Project Phase 2 PSR, IJJA application to replace bridges on Cunningham Lane, Larson Lane, and McGee Creek at Crowley Lake Drive.

Task Elements:

- Complete necessary engineering and technical studies to support the development of PSR’s and PID’s as needed.
- Completion of proposed project funding applications and other documents as required by the specific funding program as needed.
- Conduct public outreach and research to support the development of PSR’s and PID’s as needed.
- Maintain a list of fundable and construction ready projects as needed.
- Review emergency access routes for PSR development consistent with Local Hazard Mitigation Plan (LHMP) as needed.
- Update existing PSRs as needed for the 2024 RTIP cycle as needed.
- Meet any new documentation and/or funding requirements of BIL/IJJA as needed.

Expected Products:

- PID and PSR development for ~~2022 Mid-Cycle and 2024~~ future RTIP cycles, PSR for Old Mammoth Road MUP.
- Other technical studies needed for project development
- BIL / IJJA project submittals

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 202~~5~~4

Funding: ~~TOML~~TBD

	Mammoth Lakes	Mono County	Total Funding
PPM	\$ <del>2050</del> ,000	\$ <del>2050</del> ,000	\$ <del>40100</del> ,000
Total			\$ <del>40100</del> ,000

## Work Element 800—Regional Transportation Planning Series

This Work Element is to improve multi-modal access and coordination of transportation issues 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. Interregional Planning

Purpose: This work element includes coordinating with other transportation agencies and forums, including Rural Counties Task Force (RCTF), Kern Council of Governments, San Bernardino County Transportation Agency (SBCTA), Yosemite National Park, Yosemite Gateway Partners, 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 of Rural Counties Task Force meetings, ~~and~~ discussions with Yosemite National Park on access planning, and Collaborative Planning Team meetings, to which Tribes are invited. Revitalized Memorandum of Understanding (MOU) project conversations and made progress toward repayment of funding advances by Inyo and Mono LTCs, and partners agreed the North Conway Truck Climbing Lane project is likely the next best project, pending a feasibility study of sage grouse habitat.

#### Task Elements:

- Participate in collaborative transportation planning forums and meetings such as Eastern California Transportation Planning Partnership, Rural Counties Task Force (RCTF), the Mono County Collaborative Planning Team, and other regional efforts when meetings are called.
- Work collaboratively with federal agencies such as Inyo and Humboldt-Toiyabe National Forest, Bureau of Land Management, and National Park Service as needed.
- Continue Revitalization of MOU project discussions with Kern Council of Governments (COG) and Inyo County LTC to develop a project and continue to work toward repayment of Inyo and Mono LTCs per the funding split in the MOU. reconfirm commitment of partners to projects and identify funding solutions as needed.
- Engage with transportation entities as needed on collaborative efforts to support Mono County LTC goals and policies.

#### Expected Products:

- Meeting agendas and minutes from the RCTF and Mono County Collaborative Planning Team.
- Reports to the Commission on the MOU and projects, potentially a new MOU and/or project list.

#### Estimated Benchmarks:

- RCTF meetings are monthly.
- CPT meetings are quarterly.
- MOU status/coordination meeting by December 2024.
- Ongoing for the complete fiscal year.

Estimated Completion Date: June 202~~5~~<sup>4</sup>

Funding: ~~TOML~~ \$0

Overall Work Program FY\_2024/25

	Mammoth Lakes	Mono County	Total Funding
RPA	<del>\$1,000</del>	<del>\$5,01,500</del>	<del>\$6,01,500</del>
Total			<del>\$6,01,500</del>

## 800.2 Regional Transit Planning and Coordination

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.

The largest portion of the ESTA fleet of vehicles is due to reach the end of useful life in 2024. The Commission is supportive of dedicated support for replacing ESTA's fleet, including support to purchase zero emissions buses, fueling infrastructure, buildings, and planning. The Commission is also supportive of ESTA's Transit Asset Management Plan, wherein vehicle useful life limits are defined with consideration of the harsh operating environment in Mammoth Lakes.

Previous work: Staff and Commission participation with YARTS on 2023 summer service (123 service days) and increase in its annual LTF funding (now \$40,000/yr.). In conjunction with ESTA, conducted unmet transit and transportation needs with RPACs. [Submitted SB 125 project list for funding.](#)

### Task Elements:

- Attend stakeholder meetings as appropriate and as needed.
- Conduct community outreach on an annual basis.
- Conduct seasonal transit workshop – these would be general transit needs meetings with TOML, RPAC groups, Tribal Governments, and other interested nonprofits.
- Meet annually with Social Service Technical Advisory Committee (SSTAC) members as needed.
- Collect Unmet Transit needs for community in spring 2024.
- Incorporate Intelligent Transportation System (ITS) Plan policy into transit plans as needed.
- Participate in the monthly YARTS Authority Advisory Committee (AAC).
- Staff involvement with YARTS strategic planning group as needed.
- Catalog needs for ESTA transitioning to a zero-emission fleet as needed.
- Provide support to ESTA in maintaining capital assets in good repair and supporting operations. This includes the planning for replacement, maintenance, and infrastructure needs for the fleet, and planning efforts that support recruitment. As needed.
- Analysis of emerging transit opportunities as needed.
- [Work with ESTA and YARTS to develop and implement SB 125 projects.](#)
- —

### Expected Products:

- Documentation of input from the Social Services Transportation Advisory Council and communities on unmet transit and other transportation needs in Spring 2025<sup>4</sup>.
- Identification of the input that qualifies as an unmet transit need, and how that need will be addressed prior to any LTF dollars being allocated to local streets and roads in Spring 2025<sup>4</sup>.
- Public hearing on unmet transit needs, adoption of an unmet transit needs resolution, and transmittal to state in compliance with the Transportation Development Act in Spring 2025<sup>4</sup>.
- Identification of any general or contractual transit needs or service issues within the region in Spring 2025<sup>4</sup>.
- Participation with YARTS, including support to the AAC and Governing Board and consideration of annual operating schedules or funding. This is a yearly effort dependent on the annual opening of Tioga Pass and number of contracted operating days to and from Yosemite National Park.

- Annual allocation of STA and LTF funds.
- ~~\_\_\_\_\_~~
- Coordinate with ESTA and YARTS on potential SB 125 funding.

Estimated Benchmarks:

- SB 125 Allocation Package revisions with CalSTA staff, ESTA, and YARTS, as requested. submittal—  
December 2023
- Unmet transit needs process: January – June 2024 2025
- Consultation with transit providers on funding (ESTA and YARTS) and annual STA/LTF allocations: May  
or June 20242025
- YARTS meetings ongoing throughout the year. \_

Estimated Completion Date: June 20242025

Funding: TOML \$1,000

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	<del>\$1612,000</del>	<del>\$2723,000</del>
<del>LTF</del>		<del>\$5,000TBD</del>	<del>\$5,000TBD</del>
Total			<del>\$7773,000</del>

## 1 900 Asset Management and Traffic Issues

Mono County and the Town of Mammoth Lakes base operational decisions and work priorities on data. For the past two decades, the organizations have incrementally developed a comprehensive enterprise-scale GIS asset management database to house the information necessary to make those decisions and continue to prioritize work efforts to keep the information up to date. Mono County is also utilizing drone surveys and AutoCAD to develop a database of all county-maintained roads, road horizontal alignments, vertical alignments, and roadside infrastructure.

This is fundamentally important to strive for data-driven decision making to manage transportation and multi-modal assets throughout the region. There is an ongoing commitment of staff resources and funding to ensure the appropriate data needed to drive and carry out projects and address relevant road safety issues, including trails and multi-modal 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 and mobility infrastructure. 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

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 worked on one-time and recurring traffic reports and studies to support documents that include the Woodmen Traffic Study, and North Village Cut-Through Study.

County Traffic Data Collection and / or traffic studies were conducted in June Lake, on Crowley Lake Drive, Benton Crossing Road, Lower Rock Creek Road, Twin Lakes Road, Eastside Lane, and others.

#### Task Elements:

- Conduct applicable reviews, such as analysis of non-motorized features, as needed.
- Conduct street parking management studies, as needed.
- Perform studies such as: traffic volume, speed studies, turning movements, VMTs, and sight distance studies as needed.
- Conduct pedestrian / bike user counts as needed.
- Streetsaver data collection, road assessments, ADA assessments and project prioritization as needed.
- Complete necessary engineering and technical studies to support the development of PSR's and PID's as needed.
- Completion of proposed project funding applications and other documents as required by the specific funding program as needed.
- ~~Mammoth Lakes Police Department traffic monitoring data collection through live traffic camera license plate readers.~~
- ~~The Town of Mammoth Lakes uses a local contractor (MLTPA) to manage the 38 infrared trail counters located across our trail and pathway network. This management consist of annual install and retrieval~~



~~of counters as well as frequent checks to ensure counters are functioning properly. Data is downloaded from each counter on a monthly basis. In the snow covered winter months we deploy several counters at winter recreation areas. Average annual hours to manage these resources are 120 hours per year at \$90.90/hr totaling \$10,908.~~

- ~~• Town of Mammoth Lakes Trail Host data collection program.~~
- ~~• Cell phone data collection at high use recreation areas to inform future management.~~

Expected Products:

- Various TOML studies (road assessments, traffic volume, speed, turning movements, sight distance studies, VMT surveys and background data, and bike/ped counts)
- ~~• TOML engineered speed surveys~~
- ~~• Reports on traffic volumes and activity~~
- ~~• Traffic data reports on police activity to inform future scheduling and allocation of police resources~~
- ~~• Staff time for TOML hosts to collect trailhead use data in both summer and winter to support trail, trailhead and transit planning.~~
- ~~• Reports on trailhead use data.~~
- Updates to TOML VMT model as required by changes to the traffic network and as influenced by development
- Completed studies for various County roads and/or US 395 main street corridors through towns.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2025

Funding: ~~TOML \$70,000 (FY 23/24 RPA carryover TBD)~~

	Mammoth Lakes	Mono County	Total Funding
RPA	\$ <del>1819,53,000</del>	\$ <del>20,500</del> \$ <del>193,000</del>	\$ <del>386,5000</del>
Total			\$ <del>38,56,000</del>

## 900.2 Regional Data Collection Equipment

Purpose: This Work Element will purchase equipment (hardware and software) for counting vehicles, cyclists, Off Highway Vehicles (OHV), and pedestrians; and maintaining a regional data collection program 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, system 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, management, and analysis of trail and vehicle counters including on-going data compilation and reports for multi-modal planning and transportation needs related to WE 900.6 - Regional Trails Planning.

Previous Work: County has purchased and deployed counters for both traffic data collections and trail usage counts. It is evident that additional trail and or vehicle counters and routine system monitoring are required for useful data collection to inform transportation and other WE planning needs and tasks. The Town of Mammoth ~~did not need to purchase Streetsaver pavement management annual subscription and purchased Streetsaver's mobile rater app which is used to enter road assessment data in real time in the field. The Town also purchased two Jamar traffic monitoring systems that are used to collect vehicle speed data. any new equipment in 22/23.~~

### Task Elements:

- Purchase additional Data Collection equipment and software if necessary.
- Purchase required hardware for deployment and on-going monitoring as needed.
- Deployment, maintenance, and routine monitoring and analysis as necessary.
- Purchase Streetsaver software annual subscription and updates.
- Mammoth Lakes Police Department to purchase traffic monitoring data collection live traffic camera license plate readers.
- Purchase tablets that will be used for Streetsaver data collection and road assessments.
- Replacement of vandalized or failed trail counting equipment.
- Reimbursement for recently purchased TRAFX dock
- Purchase 1 EcoCounter trail counter(s) that provide—real time trails use data. data serving trail counter
- Mammoth Lakes Police Department traffic monitoring data collection through live traffic camera license plate readers.
- The Town of Mammoth Lakes uses a local contractor (MLTPA) to manage the 38 infrared trail counters located across our the trail and pathway network, which consists of. This management consist of annual installing and retrieving of counters as well as frequent checks to ensure counters are functioning properly. Data is downloaded from each counter on a monthly basis. In the snow-covered winter months, - we deploy several counters may be deployed at winter recreation areas. Average annual hours to manage these resources are 120 hours per year at \$90.90/hr totaling \$10,908.
- Trailhead survey data collection program.
- Cell phone data collection at high use recreation areas to inform future management.

### Expected Products:

- Purchase and deployment of equipment, including trail and traffic counters
- Reports compiled and usage rates determined at various recreation hubs. This data will be used to

implement and support WE 900.1, 900.3, 900.6, 900.7.

- Collection of trail and traffic counts for inclusion into Regional Asset Management System WE 900.3
- Summary of collected information and how information will be used to prioritize future projects and or funding opportunities.
- TOML engineered speed surveys
- Reports on traffic volumes and activity
- Traffic data reports on police activity to inform future scheduling and allocation of police resources
- Staff time for TOML hosts to collect trailhead use data in both summer and winter to support trail, trailhead and transit planning.
- Reports on trailhead use data.

:Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2025<sup>4</sup>

Funding: ~~\$60,000 (FY 23/24 RPA carryover TBD)~~

	Mammoth Lakes	Mono County	Total Funding
RPA	<del>\$,20,050,000</del>	\$20,000	<del>\$40,070,000</del>
Total			<del>\$4040,070,000</del>

### 900.3 Regional Asset Management System - RPA

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, even though 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 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 as needed. These may include ROWs, culverts, signs, traffic counts, alignment data, lane miles, [trail segments, signs, kiosks, for non motorized users](#), etc.
- Coordinate / store regional agency data for traffic counts and traffic data collection as needed.
- Plan and identify locations for obtaining or improving road alignment data as needed.
- Integrate linear reference information and Autocad drone surveys into future projects as needed.
- Management and maintenance of joint TOML/County GIS database for web based public reporting of road safety hazards by location as needed.
- Import of reported traffic collision data and location into GIS as needed.
- Provide support to TOML and for County regarding transportation data base requests as needed.
- Update and maintain ~~the~~ [the](#) ~~en~~ [en](#) ~~ance~~ [ance](#) of County transportation system, maps, and documents as needed.
- [Quickbase application development to support and maintain an Asset Management System.](#)

Expected Products:

- Maintenance of all existing GIS maps, including updated transportation and attribute data
- Processing of reports and input of data into spreadsheets to prioritize, and plan future projects related to asset management information (decision tool)
- Quantitative data from road traffic data collection to be used in road transport project PSRs and road safety assessments
- Annual development and submittal of County maintained road mileage.
- [Quickbase application that will serve as an asset management system tool](#)
- Updated County snow removal priority map.
- Notification by public of location of road safety hazards.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June ~~2024~~2025

Funding: ~~TOML~~ \$5,000

	Mammoth Lakes	Mono County	Total Funding
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## Overall Work Program FY\_2024/25

RPA	<u>\$5,000</u>	\$ <del>10</del> 5,000	<u>\$15,000</u>
Total			<u>\$15,000</u>

900.4 Regional Asset Management System – PPM

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, even though 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 road horizontal and vertical alignments, Right-of-Way, topography, encroachments, culverts, signs, and other transportation issues or facilities 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 maintain an Asset Management System to help inventory and track transportation infrastructure. This data is used to inform and address safety needs, develop PIDs, PSRs, and capital projects. This work is ongoing and will most likely continue into ~~23/24~~24/25.

Task Elements:

- Collection of all transportation related infrastructure including current pavement condition information and Pavement Management System (PMS) data as needed.
- Provide reports to plan future maintenance in a cost-effective manner as needed.
- Implementation of ~~field drone~~land surveying to improve road alignment, road elevation data, and roadside infrastructure in Autocad database as needed.
- Collection of GIS road data and inventories as needed.
- Provide support to County and TOML on transportation data requests as needed.

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
- Collection of necessary data to inform and determine presence of road safety issues
- Completed road surveys, including horizontal alignments, vertical alignments, planimetrics, and roadside infrastructure

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June ~~2024~~2025

Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM		\$ <del>2025</del> ,000	\$ <del>2025</del> ,000
Total			\$ <del>2025</del> ,000

### 900.5 Air Quality Monitoring and Planning TOML

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:

- FY ~~2023/24~~2024/25 daily air pollution data

report. Estimated Completion Date: June ~~2024~~2025

Funding: ~~TOML \$1,000~~

	Mammoth Lakes	Mono County	Total Funding
RPA	\$ <del>51,050</del>	\$	\$ <del>51,050</del>
Total		\$	\$ <del>51,050</del>

## 900.6 Regional Trails Planning

Purpose: This work element will develop community trail projects and revision/implementation of the Mono County Trails and Bicycle Transportation Plans. This component may also consider Off Highway Vehicle (OHV) and Over Snow Vehicle (OSV) connections within and adjoining communities with multiple public land management units (combined use roads, strategic staging-area, and transportation/trailhead related needs) to plan multi-modal trails and transportation elements that address existing user trends. Trail planning within the County will follow existing templates and standards where possible, consistent with those developed by the Town of Mammoth Lakes and federal/state land management units.

Previous work: Significant planning efforts and various design standards have been developed by the Town of Mammoth Lakes and Mammoth Lakes Trails and Public Access (MLTPA) in past-planning efforts – consistent with federal/state standards as required.

~~In the last two years, Mono County has contributed to this WE by meeting Mono County met with federal/state land managers and participating in community planning meetings to identify trails and multi-modal transportation needs and trends. Examples include continued planning for Mountain Gate Park (various partners) and coordinated planning efforts with BLM and LADWP to improve safety and access to Wild Willies. Note, only the planning efforts were billed to RPA funds, but these were significant projects with our federal partners. with several partners in the Towns to Trails planning process.~~

~~Mono County Planning and Public Works Divisions Mono County met with Community Service Area 1 (CSA 1) to plan for multi-modal trail connectivity from Tom's Place to SR 203 to provide safe bicycle/pedestrian corridors which address existing demand. with trail proponents in the Walker/Coleville Area to plan multi-modal trail connectivity in Walker Canyon (Mountain Gate Parkway) to reduce vehicle miles and provide safe bicycle/pedestrian corridors which address existing trends. (This task element is on-going and identified below.)~~The new Public Works Sustainable Recreation Coordinator under the Recreation Division also met with Board Supervisors, attended several RPACs, and U.S. Forest Service, BLM, CDFW, TOML, LADWP, MLTPA MLR, local tribes, SCE, and various other representatives to address a spectrum of trail-planning needs throughout the County including the development of wayfinding, vehicle/snow staging areas, and trailhead/transportation needs related to the County trails and bicycle plans. Staff has also reviewed future road rehabilitation projects for incorporation of bike lanes and other features where appropriate and met with federal land-management units to plan OHV/OSV connectivity adjoining local communities.

### Task Elements:

- Meet with community stakeholders, federal/state land-managers, and pertinent regulatory agencies (BLM, USFS, LADWP, CDFW, CT, TOML, MLTPA, MLR, ESCOG, BOS Supervisors, ESSRP, YARTs, adjacent counties and others) to ensure cohesive trails planning and management as needed.
- Conduct collection of GIS data and mapping to plan for future trail alignments as needed. Proposed trail alignments for CSA 1 trails by June 2024.
- Continued data collection from trail and vehicle counters to inform future trails management and planning as needed. Reports from Summer / Winter 24-25 trail counts by May 2025.
- Continue agency collaboration for trails planning and multi-modal accessibility including possible OHV connections (Combined Use Roads) as needed.
- Investigate and identify funding sources for foundational division expenses, staffing and trail projects **as needed.**
- Develop mapping and baseline data from WE 900.3 as needed. Data collection to begin in July 2025.



Overall Work Program FY 2024/25

- Develop and inventory wayfinding standards that inform WE 900.7 (Community Traffic Calming, Complete Streets and Design Standards) as needed. Expected to begin July 2024.
- Update TOML Trail System Standards.
- 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) as needed.
- Future development of Regional Trails Plan for Long Valley, and Tri-Valley.
- Continue work on North County Regional Trails Network – Bridgeport and Antelope Valleys (Combined Use Roads / OHV and the West Walker River/Mt Gate Planning effort) as needed.
- Support the Eastern Sierra Sustainable Recreation Partnership (ESSRP) efforts such as Trails to Towns and the renewal of the ESSRP partnership as needed.
- Community outreach to coordinate OHV/OSV staging areas for summer/winter recreation needs and community access points in the region as needed.
- Future amendment(s) to adopted Bicycle Plan and or Trails Plan as needed.
- ~~• Town of Mammoth Lakes Trail Host data collection program, hosts to collect trailhead use data in both summer and winter to support trail, trailhead and transit planning. (\$21,000 high end estimate)~~
- ~~• Cell phone data collection at high use recreation areas to inform future management (\$10,000)~~
- Trails planning in Town of Mammoth Lakes owned parcel along Mammoth Creek.
- Leverage professional consultant to analyze our existing trail counter data, and extrapolate these data across the region using cloud based trail data sources such as Strava and Alltrails. Consultant to combine this information with cell phone data and provide a plan for regional trails, trailheads and connectivity.
- Develop a TOML Trails System Master Plan (TSMP).

Expected Products:

- Use data from trail and vehicle counter networks, and submit data reports from summer 2024 and winter 24-25 by June 2025
- Purchase of computer equipment and hardware for establishment of recreation division, February 2025.
- West Walker Parkway Plan/Mountain Gate Plan for incorporation into the RTP and Trails Plan by May 2025.
- Community/inter-agency outreach for summer/winter recreational access points.
- Wayfinding standard inventory and development, draft plan by June 2025.
- ~~• Partnership work with USFS on trail planning work for the Sherwins Area Trails and Trailhead Project~~
- Inyo National Forest Over-Snow Vehicle Use designation project planning collaboration.
- Work with BLM, USFS on conceptual plan of trails on Doe Ridge
- Work with USFS on conceptual plan for trail reroutes
- TOML Trails System Master Plan (TSMP)
- TOML Trail System Standards updates

Estimated Benchmarks: This is a multi-year work element.

Estimated Completion Date: Ongoing tasks

Funding: ~~TOML \$30,000 (FY 23/24 RPA carryover TBD)~~

	Mammoth Lakes	Mono County	Total Funding
RPA	\$20,000	\$20,000	\$3540,000
Total			\$3540,000

900.7 Community Traffic Calming, Complete Streets and Design Standards

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.

Previous Work: Completion of Mono County Road Standards update, development of traffic calming solutions in the June Lake Village area

Task Elements:

- Continue to conduct community outreach on complete street transportation planning efforts including, Main Street Projects (Bridgeport, Lee Vining, June Lake), Corridor Management Plan, etc. as needed.
- Public Works and CDD review of June Lake Village traffic patterns, conduct traffic counts, parking and snow storage constraints, and possible solutions to improve circulation in the Village. as needed.
- Assess neighborhood & community issues, opportunities & constraints in the unincorporated area, with a focus on June Lake and main streets (e.g., Walker) as needed.
- Coordination of wayfinding for vehicle access points and consistency with Manual on Uniform Traffic Control Devices (MUTCD) as needed.
- Community outreach as needed.

Expected Products:

- Traffic count updates, snow storage constraints for June Lake Village and SR 158
- Wayfinding and MUTCD sign implementation plan
- [TOML standards updates](#)
- [County Standards yearly review and update as needed](#)

Estimated Benchmarks:

- Input on main street projects driven by Caltrans project schedules for Bridgeport, Lee Vining, and SR 203 projects.
- Review and analysis of traffic calming solution is ongoing during the entire fiscal year.

Estimated Completion Date: June ~~2024~~2025

Funding: ~~TOML~~ \$2,000

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,01,500	\$35,0500	\$52,000
Total			\$52,000

## 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 ~~land~~ ~~drone~~ surveys (Autocad) and GIS, gathering data for speed surveys and Average Daily Traffic (ADT) counts, updating ~~and managing~~ the Streetsaver pavement management program, performing research and planning for the life cycle costs for pavement preservation treatments, tracking of yearly traffic accident data and collision rates for evaluation of roadway safety, and development of support software. With previous data collection for Mono County's Local Road Safety Plan, ~~required~~ coordination with ~~identified~~ stakeholders will be needed to reach road safety goals and lower fatal and severe injury collisions throughout Mono County.

### Previous work:

- 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. Planning for the Swall Meadows Emergency Access Route is in progress
- Manage and compile Mono County Pavement Management System road inspections and road data ~~has been developed. Collection of road Streetsaver ratings~~
- ~~Update of Mono County Road Standards completed.~~
- Life cycle analysis using equivalent annual cost method is being used to identify road maintenance treatments based on Streetsaver ratings
- Compilation of data and information for the Mono County Local Road Safety Plan (LRSP) in support of state goal of reducing rural fatal and severe injury collisions
- Development and compilation of 5-Year CIP documents
- ~~Benton Crossing Road Safety Assessment at Wild Willy's Hot Springs completed~~
- ~~Implementation of road safety projects are in progress.~~

### Task Elements:

- Planning of emergency access routes at needed locations in Mono County communities as needed.
- Continuing work on the Pavement Management System and Streetsaver rating process as needed. Perform life cycle cost assessment analysis for project identification and optimum treatment application.
- Yearly assessment of reported collision data to inform effectiveness of implemented projects and provide data for future ~~re-~~assessment of ~~Local Road Safety. Plan and Systemic Safety Analysis Report Program as needed.~~ Address and coordinate engineering, enforcement, education, and emergency services for implementation of Local Road Safety Plan goal to lower fatal and severe injury collisions on Mono County roads as needed.
- Perform research and planning on the life cycle cost for pavement preservation and development of life cycle software for implementation as needed.
- Identification and development of traffic studies for roads in Mono County communities
- Planning Use of ~~land~~ ~~drone~~ surveys for asset management products to be incorporated into WE 900.3 as needed.
- Yearly assessment of 5-Year CIP, revise document, and add projects to the 5-Year CIP as needed.
- Continue development and necessary revisions of Mono County Road Standards.
- Required engineering coordination and management of relevant trails and recreation projects, reports, and documents as needed.

- Feasibility studies for bringing substandard roadways into County system

Expected Products:

- Draft planning and preliminary design of emergency access routes
- Additional data added to GIS map, expansion of Autocad road database, including inventory and location of existing roadside infrastructure
- Updated and current Pavement Management System
- Completion of speed and traffic data surveys on relevant County maintained roads
- Identification of most cost-effective road maintenance treatments for incorporation into the 5- Year CIP and updated CIP documents and cost estimating
- Determination of current traffic collision frequencies, collision rates, and collision severity on relevant county roads
- Updated and/or amended Mono County Road Standards
- RMRA / SB1 Approved Project List and Resolution by Mono County Board of Supervisors
- CalSmart upload and approval of SB1 Project List and Resolution for CTC approval
- RMRA / SB1 yearly Expenditure Report – completed and approved in CalSmart for CTC approval
- Feasibility study for bringing substandard roadways into County system

Estimated Benchmarks: Ongoing on an annual basis.

- Yearly road PASER rating documents complete by January 2025
- RMRA / SB1 Expenditure Report completed and approved in CalSmart for CTC by December 1, 2024
- RMRA / SB1 Project List and Resolution approved in CalSmart for CTC by July 1, 2025
- Feasibility studies for bringing substandard roadways into the County system by June 2025.
- Emergency access route documents by June 2025.

Estimated Completion Date: June 2025.

Funding:

	<u>Mammoth Lakes</u>	<u>Mono County</u>	<u>Total Funding</u>
<u>RPA</u>		<u>\$37,000</u>	<u>37,000</u>
<u>Total</u>			<u>\$37,000</u>

## Appendix A OWP Billing Procedures

- 1) All costs need to be submitted by the 15<sup>th</sup> day of the month following the quarter end or the following business day if the 15<sup>th</sup> falls on a weekend/holiday. Late submittals will not be included. The deadlines are:

Quarter 1 = July 1 – Sept 30: Billing must be submitted by October 16

Quarter 2 = October 1 – December 31: Billing must be submitted by January 16

Quarter 3 = January 1 -March 31: Billings 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 in 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 and 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 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.



# Mono County Local Transportation Commission

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## Staff Report

February 5, 2024

**TO:** Mono County Local Transportation Commission

**FROM:** Aaron M. Washco, Planning Analyst

**SUBJECT:** Unmet Transit Needs Outreach Process

### RECOMMENDATIONS

Receive staff report and provide any desired direction to staff.

### FISCAL IMPLICATIONS

Unmet Transit Needs outreach and adoption are required annually by the state and budgeted by the LTC.

### ENVIRONMENTAL COMPLIANCE

N/A

**POLICY CONSISTENCY:** Consistent with State law requirements for the unmet transit needs process and the annual public hearing for the citizen participation.

### BACKGROUND

State law provides for a Citizen Participation Process that requires the Mono County Local Transportation Commission (LTC) to hold at least one public hearing to ensure broad community participation and solicit the input of transit-dependent and transit-disadvantaged persons, including the elderly, handicapped, and persons of limited means. A public hearing on unmet transit needs is also required prior to the LTC allocating any funds not directly related to public transportation services, specialized transportation services, facilities provided for the exclusive use of pedestrians and bicycles, or any allocation for purposes subject to subdivision (f) of Public Utility Code (PUC) § 99400. The purpose of the unmet needs hearing is to solicit comments on unmet transit needs that may exist within Mono County and that might be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.

LTC Resolution 98-01 (Attachment A) defines "unmet transit needs" and "reasonable to meet" transit needs as follows:

- **Unmet Transit Needs:** A need of the Mono County elderly, disabled, low income, youth, and other transit-dependent groups for transit service that is currently not available and, if provided for, would enable the transit dependent person to obtain the basic necessities of life primarily within Mono County. "Necessities of life" are defined as trips necessary for medical and dental services, essential personal business, employment, social service appointment, shopping for food or clothing, and social and recreational purposes.
- **Reasonable to Meet:** Transit needs for the necessities of life which pertain to all public and/or specialized transportation services that:

- a. Can be proven operationally feasible;
- b. Can demonstrate community acceptance;
- c. Would be available to the general public;
- d. Can be proven to be economical; and
- e. Can demonstrate cost effectiveness by meeting current fare box revenue requirements of the Mono County LTC within two years.

**DISCUSSION**

The LTC’s Unmet Transit Needs process begins at the start of each year, with hearings conducted in the spring so that a determination may be made prior to the reporting deadline of August 15 of the fiscal year of the allocation. Working within their role as the Consolidated Transportation Service Agency (CTSA), Eastern Sierra Transportation Authority (ESTA) staff and LTC staff work to create a schedule with Resolution adoption occurring typically in May/June because STA and LTF allocations occur in June.

An additional requirement of the Citizen Participation Process and unmet transit needs process is the LTC must consult with the Social Services Transportation Advisory Council (SSTAC) on transit needs in Mono County. SSTAC members are appointed by the LTC to ensure a broad representation of social service and transit providers representing the elderly, the handicapped, and persons of limited means (see Attachment B).

To begin the unmet needs process, SSTAC reappointments are scheduled for the February 5 LTC meeting. In early March, staff will convene with the SSTAC to discuss unmet transit needs identified by their agencies and constituents. In addition, throughout the month of March, the combined ESTA and LTC staff conduct public outreach by attending each of the County’s Regional Planning Advisory Committee (RPAC) and the June Lake Citizens Advisory Committee (CAC) meetings. ESTA will also attend public workshops with the Town of Mammoth Lakes’ Planning and Economic Development Commission to receive input. Finally, to meet the public hearing requirement for both the Citizen Participation Process and unmet transit needs, and facilitate public input on transit needs, the LTC and SSTAC will hold a joint public hearing on April 8, 2024, at 9:00 a.m. in Mammoth Lakes with videoconferencing in Bridgeport. Public notices of these hearings will be published in accordance with state law in local newspapers, and flyers printed in both Spanish and English will be posted in County offices.

Based on input from the April public hearing, the unmet transit needs analysis will be revised and responses will be provided to other transportation issues raised. Before June 30, 2024, the LTC must adopt, by resolution, a finding that (a) there are no unmet needs, (b) there are no unmet transit needs that are reasonable to meet, or (c) there are unmet transit needs, including needs that are reasonable to meet. If the LTC finds that there are unmet transit needs, including needs that are reasonable to meet, then the unmet needs shall be funded before any allocation of Local Transportation Funds is made for streets and roads. It should be noted that the law specifically prohibits comparing unmet transit needs with the need for streets and roads. It should also be noted that the LTC has not allocated any funds to streets and roads for at least several years.

Transit needs expressed by the public in the previous year are retained for consideration in future RTP updates. See Attachment C.

The schedule below identifies the public outreach meetings LTC staff will attend to solicit input, in addition to the LTC public meetings. The schedule is adjusted each year.

<u>Date, Time</u>	<u>Task*</u>
<b>February 5 @ 9 am</b>	LTC meeting. SSTAC reappointments. Present “Unmet Needs Process.”
February 8, 5:00 pm	Bridgeport RPAC

Week of March 11	SSTAC meeting
March 6, 6:00 pm	June Lake CAC
March 7, 6:30 pm	Antelope Valley RPAC
March 13, 6:30 pm	Mono Basin RPAC
March 21, 6:30 pm	Long Valley RPAC
<b>April 8 @ 9:00 am</b>	Joint LTC/SSTAC public hearing on Unmet Needs
<b>May 13 @ 9:00 am</b>	LTC meeting: Unmet Needs Resolution adoption or defer to June
<b>June 10 @ 9:00 am</b>	LTC meeting: backup adoption date
June 30	File Unmet Needs documentation with state

\*Town of Mammoth Lakes meeting to be determined.

This staff report has been reviewed by the LTC Co-Executive Director.

#### **ATTACHMENTS**

- A. LTC Resolution 98-01 defining “unmet transit needs” and “reasonable to meet.”
- B. Public Utilities Code §99238, Social Services Transportation Advisory Council.
- C. Summary and analysis of public transit requests for fiscal year 2023-24.

## RESOLUTION 98-01

### A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION DEFINING "REASONABLE TO MEET" AND "UNMET TRANSIT NEEDS"

WHEREAS, the Mono County Local transportation Commission (MCLTC) is the designated transportation planning agency for the County of Mono pursuant to Government Code Section 29532 and action of the Secretary of Business, Transportation and Housing and, as such, has the responsibility under Public Utilities Code Section 99401.5 to determine definitions of "unmet transit needs" and "reasonable to meet"; and

NOW, THEREFORE, BE IT RESOLVED THAT the Mono County Local Transportation Commission does hereby define "unmet transit needs" as a need of Mono County elderly, disabled, low income, youth, and other transit dependent groups for transit service that is currently not available and, if provided for, would enable the transit dependent person to obtain the basic necessities of life primarily within Mono County. "Necessities of life" are defined as trips necessary for medical and dental services, essential personal business, employment, social service appointment, shopping for food or clothing, and social and recreational purposes.

BE IT FURTHER RESOLVED that the Mono County Transportation Commission does hereby define "reasonable to meet" as transit needs for the necessities of life which pertain to all public and/or specialized transportation services that:

- a. can be proven operationally feasible;
- b. can demonstrate community acceptance;
- c. would be available to the general public;
- d. can be proven to be economical; and
- e. can demonstrate cost effectiveness by meeting current fare box revenue requirements of the Mono LTC within two years

NOW, THEREFORE, BE IT RESOLVED that the herein contained definition and findings are consistent with the Mono County Regional Transportation Plan, 1998 Update.

PASSED, AND ADOPTED this 1<sup>st</sup> day of June, 1998 by the following Commission:

Ayes: Ronci, Hunt, Cage, Eastman, Inwood, Rowan.

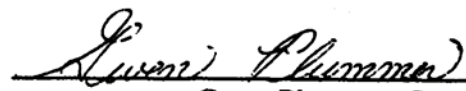
Noes:

Absent:

Abstain:

Attest:

  
 \_\_\_\_\_  
 Joann Ronci, Chairperson  
 Mono LTC

  
 \_\_\_\_\_  
 Gwen Plummer, Secretary  
 Mono LTC

## **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL PUC §99238**

Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

(a) The social services transportation advisory council shall consist of the following members:

- (1) One representative of potential transit users who is 60 years of age or older.
- (2) One representative of potential transit users who is handicapped.
- (3) Two representatives of the local social services providers for seniors, including one representative of a social services transportation provider, if one exists.
- (4) Two representatives of local social services providers for the handicapped, including one representative of a social services transportation provider, if one exists.
- (5) One representative of a local social services provider for persons of limited means.
- (6) Two representatives from the local consolidated transportation services agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.
- (7) The transportation-planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).

(b) Members of the social services transportation advisory council shall be appointed by the transportation planning agency, which shall recruit candidates for appointment from a broad representation of social services and transit providers representing the elderly, the handicapped, and persons of limited means. In appointing council members, the transportation-planning agency shall strive to attain geographic and minority representation among council members. Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. Subsequent to the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term. The transportation planning agency may, at its discretion, delegate its responsibilities for appointment pursuant to this subdivision to the board of supervisors.

(c) The social services transportation advisory council shall have the following responsibilities:

- (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.
- (2) Annually review and recommend action by the transportation-planning agency for the area within the jurisdiction of the council, which finds, by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.
- (3) Advise the transportation-planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

(d) It is the intent of the Legislature that duplicative advisory councils shall not be established where transit advisory councils currently exist and that those existing advisory councils shall, instead, become part of the social services transportation advisory council and shall assume any new responsibilities pursuant to this section.

**SUMMARY AND ANALYSIS OF PUBLIC TRANSIT REQUESTS FOR FISCAL YEAR 2023-24**

	<b>RPAC</b>	<b>Request/Comment</b>	<b>Unmet Need</b>	<b>Reasonable to Meet/Explanation</b>	<b>Costs/Actions/Solutions</b>
1.	Long Valley	Desire for bicycle trails, paths, or dedicated bicycle lane between Crowley Lake and Mammoth	No, not transit related. This is a general transportation request	No, not transit related.	Trails are being discussed with the Regional Planning Advisory Committee; staff time is funded by the Overall Work Program (OWP) (Work Element [WE] 900.6).
2.	Long Valley	Connect Crowley Lake Drive – from Tom’s Place to Lower Rock Creek Road via multi use trail connection	No, not transit related. This is a general transportation request	No, not transit related.	This connection will be discussed with Long Valley trails, noted above, under OWP WE 900.6.
3.	Long Valley	Transit options may be needed for Pacific Crest Trail hikers that might want to skip parts of the trail that are not accessible this year	Yes; hikers are a transit dependent group and recreation is considered a basic necessity of life.	No. Due to the highly dispersed nature of trailhead locations and low hiker numbers, sufficient ridership to be operationally and economically feasible is unlikely. This is potentially also a service that will only be in demand in very high snow years such as this year. ESTA currently does not have enough drivers to maintain and expand existing routes, let alone add a new intermittent route with likely low ridership.	N/A
4.	Antelope Valley	Lack of local service, new driver has been hard for people to schedule trips, phone goes unanswered	No, this is a current service.	N/A	ESTA is working to set expectations with driver and communicate schedule changes to the public
5.	Antelope Valley	Reno route has been missing Antelope Valley	No, this is a current service that was modified due to hazard circumstances outside ESTA’s control.	N/A	Due to avalanche and road closures, Reno route was rerouted through Tri-Valley and Nevada. The route has returned through Antelope Valley.



6.	Antelope Valley	ESTA's service in the Antelope Valley could improve, are there back up drivers to ensure service continues running	No, this is a current service.	N/A	ESTA has sufficient resources to hire staff, but cannot find candidates and therefore cannot provide drivers. ESTA will continue to recruit.
7.	June Lake CAC	Add a weekend Reno airport run would be helpful.	Yes, an additional route to Reno would be for necessities of life.	<b>YES</b> – the route may not be operationally feasible if drivers cannot be hired, and whether it is economical and can meet fare box requirements is uncertain.	ESTA is considering a Saturday route pending ESTA Board approval. Saturday service will be \$67k annually and funding is being pursued.
8.	June Lake CAC	Does recreation access count as a potential need?	No, not a request for service.	Social and recreational activities can be "necessities of life."	Discussion followed. Future service would be great if it can be provided.
9.	June Lake CAC	The current Walker to Mammoth service on Tuesday, can go into June Lake with 24-hour prior notice.  Is there any option with shorter notice or reservation request? Other routes require people to go the Junction for pickup and do not come into the loop (YARTS for example).	No, this is a current service.	N/A	This service requires 24-hour's notice. There is no option for same-day service on this route because when no reservations are made for the Walker to Mammoth route, Walker dial-a-ride operates instead. This is a one driver, one bus service area.
10.	Mammoth	Extend hours of the Purple line.	Yes	No, it is not operationally feasible due to inability to hire drivers and is not economical.	N/A
11.	Bridgeport	Sonora Junction Bus Stop. This is a request for a formal bus stop installation at Highway 108 and Highway 395.	Yes	No, it is not economical due to high cost of location.	N/A

12.	Mammoth	Better stop alternative than Stop #2 on Old Mammoth, especially for those walking from Upper Old Mammoth Road.	Yes, service expansion.	<b>Yes.</b>	An alternative bus stop is planned, funded, with ongoing coordination between TOML and ESTA . Along with Mammoth route changes, this stop and stop alternatives are scheduled for consideration in the fall.
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# Mono County Local Transportation Commission

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## Staff Report

**TO:** Mono County Local Transportation Commission

**DATE:** February 5, 2024

**FROM:** Aaron Washco, Planning Analyst

**SUBJECT:** Appoint and/or Reappoint Social Services Transportation Advisory Council members

### RECOMMENDATIONS

Appoint and/or reappoint the following members to the Social Services Transportation Advisory Council:

<u>Reappoint</u>	<u>Term Expiration</u>
Eric Clark, Mammoth Mountain Ski Area Transportation designee	2027
Jenny Park, Inyo-Mono Association for the Handicapped	2027
<u>Appoint</u>	<u>Term Expiration</u>
Krista Cooper to replace Pat Espinosa (retires), Mono County Social Services	2027
Kelly Barceloux, Inyo Mono Advocates for Community Action	2027

**FISCAL IMPLICATIONS:** None. This is voluntary group.

**ENVIRONMENTAL COMPLIANCE:** N/A

### RTP / RTIP CONSISTENCY

The LTC is required to receive input from the SSTAC to fulfill tasks related to the unmet needs hearing process, and SSTAC input is required to fulfill the Citizen Participation Process defined by Public Utilities Code §99238.5.

### DISCUSSION

Members of the Social Services Transportation Advisory Council (SSTAC) are appointed by the Local Transportation Commission (LTC). The appointees are recruited from a broad representation of social services and transit providers representing the elderly, disabled, and persons of limited means. In appointing members, the LTC shall strive to attain geographic and minority representation among council members. The membership term is three years and terms are staggered so that roughly one-third of the memberships are up for renewal or reappointment each year. The membership requirements mandated by Public Utilities Code §99238 is provided in Attachment A. The current list of SSTAC members is provided in Attachment B.

Three members of the SSTAC—Eric Clark, Jenny Park and Pat Espinosa—have terms expiring this year. Eric Clark and Jenny Park have expressed interest in being reappointed to the SSTAC. Pat Espinosa has retired since last year's unmet needs process and Krista Cooper has been nominated to take her seat by the Director

of the Mono County Health and Human Services Department. The seat reserved for a representative of Inyo Mono Advocates for Community Action, Inc. (IMACA) will be filled by IMACA's Executive Director, Kelly Barceloux.

**ATTACHMENTS**

- A. Public Utilities Code §99238: Social Services Transportation Advisory Council
- B. Proposed SSTAC Roster (2024-2025)

**Attachment #1****SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL §99238**

Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

(a) The social services transportation advisory council shall consist of the following members:

- (1) One representative of potential transit users who is 60 years of age or older.
- (2) One representative of potential transit users who is handicapped.
- (3) Two representatives of the local social services providers for seniors, including one representative of a social services transportation provider, if one exists.
- (4) Two representatives of local social services providers for the handicapped, including one representative of a social services transportation provider, if one exists.
- (5) One representative of a local social services provider for persons of limited means.
- (6) Two representatives from the local consolidated transportation services agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.
- (7) The transportation-planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).

(b) Members of the social services transportation advisory council shall be appointed by the transportation planning agency, which shall recruit candidates for appointment from a broad representation of social services and transit providers representing the elderly, the handicapped, and persons of limited means. In appointing council members, the transportation-planning agency shall strive to attain geographic and minority representation among council members. Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. Subsequent to the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term. The transportation planning agency may, at its discretion, delegate its responsibilities for appointment pursuant to this subdivision to the board of supervisors.

(c) The social services transportation advisory council shall have the following responsibilities:

- (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.
- (2) Annually review and recommend action by the transportation-planning agency for the area within the jurisdiction of the council, which finds, by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.
- (3) Advise the transportation-planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

(d) It is the intent of the Legislature that duplicative advisory councils shall not be established where transit advisory councils currently exist and that those existing advisory councils shall, instead, become part of the social services transportation advisory council and shall assume any new responsibilities pursuant to this section.

**Attachment #2**  
**2023-2024 Social Services Transportation Advisory Council Roster**

<b>Name</b>	<b>Term Expiration</b>
Mammoth Mountain Ski Area Transportation Designee, Eric Clark	<b>2024</b>
Jenny Park, Liaison to Kern Regional Center, and Director of Operations Inyo-Mono Association for the Handicapped, Inc.	<b>2024</b>
Kate Morley, Inyo Mono Advocates for Community Action	<b>2024</b>
Pat Espinosa, Mono County Social Services	<b>2024</b>
Molly DesBaillets, Mono County First 5	<b>2025</b>
Eastern Sierra Transit Authority Designee, CTSA	<b>2025</b>
Eastern Sierra Transit Authority Executive Director, CTSA	<b>2025</b>
Brianne Chappell-McGovern, Emergency Preparedness Facilitator, Mono County Public Health	<b>2026</b>
Chelsea Goodwin, Disabled Sports, Eastern Sierra	<b>2026</b>
Yvon Guzman-Rangel, Mono County Social Services	<b>2026</b>
One representative of potential transit users who is handicapped – staff is trying to find a representative at this time	

## **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL PUC §99238**

Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

- (a) The social services transportation advisory council shall consist of the following members:
- (1) One representative of potential transit users who is 60 years of age or older.
  - (2) One representative of potential transit users who is handicapped.
  - (3) Two representatives of the local social services providers for seniors, including one representative of a social services transportation provider, if one exists.
  - (4) Two representatives of local social services providers for the handicapped, including one representative of a social services transportation provider, if one exists.
  - (5) One representative of a local social services provider for persons of limited means.
  - (6) Two representatives from the local consolidated transportation services agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.
  - (7) The transportation-planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).
- (b) Members of the social services transportation advisory council shall be appointed by the transportation planning agency, which shall recruit candidates for appointment from a broad representation of social services and transit providers representing the elderly, the handicapped, and persons of limited means. In appointing council members, the transportation-planning agency shall strive to attain geographic and minority representation among council members. Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. Subsequent to the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term. The transportation planning agency may, at its discretion, delegate its responsibilities for appointment pursuant to this subdivision to the board of supervisors.
- (c) The social services transportation advisory council shall have the following responsibilities:
- (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.
  - (2) Annually review and recommend action by the transportation-planning agency for the area within the jurisdiction of the council, which finds, by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.
  - (3) Advise the transportation-planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.
- (d) It is the intent of the Legislature that duplicative advisory councils shall not be established where transit advisory councils currently exist and that those existing advisory councils shall, instead, become part of the social services transportation advisory council and shall assume any new responsibilities pursuant to this section.

**SSTAC Roster****2024-2025 Social Services Transportation Advisory Council Roster**

<b>Name</b>	<b>Term Expiration</b>
Molly DesBaillets, Mono County First 5	<b>2025</b>
Eastern Sierra Transit Authority Designee, CTSA	<b>2025</b>
Eastern Sierra Transit Authority Executive Director, CTSA	<b>2025</b>
Brianne Chappell-McGovern, Emergency Preparedness Facilitator, Mono County Public Health	<b>2026</b>
Chelsea Goodwin, Disabled Sports, Eastern Sierra	<b>2026</b>
Yvon Guzman-Rangel or designee, Mono County Social Services	<b>2026</b>
Tania Ramos, disabled representative (via IMAH)	<b>2026</b>
Eric Clark, Mammoth Mountain Ski Area Transportation Designee	<b>2027</b>
Jenny Park, Liaison to Kern Regional Center, and Director of Operations Inyo-Mono Association for the Handicapped, Inc.	<b>2027</b>
Kelly Barceloux, Inyo Mono Advocates for Community Action	<b>2027</b>
Krista Cooper, Mono County Social Services	<b>2027</b>



## STAFF REPORT

Subject: ESTA Annual Report FY22-23

Initiated by: Phil Moores, Executive Director

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### **BACKGROUND:**

The Joint Powers Authority agreement requires the submission of an annual report after the close of the fiscal year. With the fiscal audit in the final steps of completion, the financials of FY22-23 are fixed and ready for reporting. The annual report includes information on ridership, statistics, revenue, and expenses.

### **ANALYSIS/DISCUSSION:**

ESTA has several exciting projects underway including our zero-emissions transition plan, Bishop Admin building design, and dial-a-ride passenger app.

Ridership has settled at less than pre-covid levels. It looks like we need to work hard to see improvements over the next few years.

Reds Meadow Shuttle in the summer of 2023 ended in the black. In 2024, another revenue drop is expected due to road construction. Word on the street, and in the office, is that Reds Road will be closed Monday-Thursday next summer.

The ESTA fleet of heavy-duty buses in Mammoth is suffering regular breakdowns and expensive engine replacements. We are working to purchase new buses or lease old ones. The Bishop fleet is also struggling, however, six new buses are scheduled for delivery by April 2024.

We installed new reservation software for the Lancaster/Reno routes that improved passenger ticket purchasing dramatically. Previously, passengers needed to call the office to reserve seats and pay. Dispatchers were required to call and confirm the reservation and process credit cards. The new software allows for self-confirming paid reservations and online payment. We have seen over 80% of reservations made through the new software, freeing valuable staff time.

In general, ESTA is strongly poised for the future with sufficient reserves to ride through most challenges.

The following tables summarize the performance and state of ESTA at the end of FY22-23, June 30, 2023.

System Stats							
Fiscal Year	18	19	20	21	22	23	Var from Last Year
Ridership	1,076,085	1,123,614	880,531	379,312	775,124	907,249	17.05%
Service Hours	58,287	58,340	52,466	49,069	52,095	50,284	-3.48%
Revenue Miles	961,034	944,357	863,766	838,087	880,446	857,987	-2.55%
Fare Revenue <sup>1</sup>	1,899,354	2,011,500	1,808,606	1,325,413	2,141,315	2,235,633	4.40%
Subsidy Revenue <sup>2</sup>	3,062,731	3,060,994	3,488,148	3,608,061	4,746,439	4,667,251	-1.67%
Operating Expenses	4,623,575	4,454,065	4,433,259	4,281,611	4,520,858	5,156,613	14.06%
Preventable Accidents	15	22	13	9	8	6	-25.00%
Maintenance Expense	550,469	566,724	609,460	575,304	687,229	816,081	18.75%

Key Performance Indicators							
Fiscal Year	18	19	20	21	22	23	Var from Last Year
Farebox Recovery	41.08%	45.16%	40.80%	30.96%	47.37%	43.35%	-8.47%
Subsidy per Passenger	\$2.85	\$2.72	\$3.96	\$9.51	\$6.12	\$5.14	-15.99%
Maintenance Cost per Mi	\$0.57	\$0.60	\$0.71	\$0.69	\$0.78	\$0.95	21.86%
Passengers per Hour	18.5	19.3	16.8	7.7	14.9	18.0	21.26%
Accidents per 100,000 Mi	1.56	2.33	1.51	1.07	0.91	0.70	-23.04%
Cost per Hour	\$79.32	\$76.35	\$84.50	\$87.26	\$86.78	\$102.55	18.17%

<sup>1</sup> Includes marketing revenue (69,844), MMSA revenue (1,092,837), and treasury interest (82,656).

<sup>2</sup> Includes Town funds and other public funds, but does not include insurance payments or fares.

Revenues							
Fiscal Year	18	19	20	21	22	23	Var
Passenger Fares	905,063	985,620	916,764	243,409	1,096,326	1,072,923	-2.1%
State Funds	1,702,091	1,824,239	1,988,979	1,545,541	2,358,311	2,942,363	24.8%
Federal Funds	483,684	404,990	517,195	1,113,659	1,481,560	999,220	-32.6%
Contract Services*	1,854,362	1,838,603	1,767,535	1,952,395	1,882,854	1,932,810	2.7%
Other	61,139	124,453	108,791	80,367	68,703	152,530	122.0%
Total	5,006,339	5,177,905	5,299,264	4,935,371	6,887,754	7,099,846	3.1%

\* Town-MMSA

Operating Expenses							
Fiscal Year	18	19	20	21	22	23	Var
Salaries & Benefits	2,278,406	2,412,360	2,383,312	2,259,477	2,674,358	3,138,807	17.4%
Insurance	601,979	534,066	539,694	556,846	525,515	565,084	7.5%
Fuel & Oil	454,960	475,648	409,337	384,306	569,071	690,677	21.4%
Maintenance	550,470	566,725	609,460	575,304	687,229	816,080	18.7%
Other	737,760	1,189,106	491,455	505,672	751,913	762,043	1.3%
Total	4,623,575	5,177,905	4,433,258	4,281,605	5,208,086	5,972,691	14.7%

Revenues were overall strong thanks to federal assistance and contract services (MMSA & Town). Passenger fares were a little down with the short Reds Meadow Shuttle season. Maintenance and fuel-and-oil expenses were increased significantly. Labor obviously increased too. Safety has improved every year for the past five years.

January 11, 2024  
Item B-1

## STAFF REPORT

Subject: Executive Director's Report  
Presented by: Phil Moores, Executive Director

### Employee of the Quarter

Bus Operator, Efrain Garcia Negrete earned the award last quarter. Efrain's nominator has observed that he has a great attitude, works hard for ESTA and the Town of Mammoth (as part of his job share position) and is always willing to lend a hand. Additional comments state he is kind to his passengers/his customer service skills are excellent.

CONGRATS EFRAIN!!

### All Aboard!

The ESTA team conducted our first All Aboard! Childrens Program at the Mammoth lakes Library on November 8<sup>th</sup>. Our mascot, ESTY (Linda Robinson), Driver Isidro Ocampo, and I, spent an hour with toddlers, parents, and county staff. I read books and sang, while Linda and Isidro entertained with hugs and bus rides. Special credit to driver Phil Therrien for writing the coloring book and inspiring the program, and Linda Robinson for creating the ESTY costume and character.

The event was a resounding success with county staff stating, "That was fantastic! We need to get you on the regular calendar".

We have a great interest in the program are scheduling events for the year.



January 11, 2024  
Item B-1



### Finance News

Reds Meadow finished under budget showing a moderate profit for 2023. Staff estimated \$392,000 in revenue and realized \$408,210. Expenses came in under budget as well.

Multi-Year Comparison					
Year	Pax	Service Days	Average Daily Pax	Biggest Day	Revenue
2013	62,364	78	800	2,116	\$393,178
2014	72,974	85	859	2,235	\$455,211
2015	83,578	92	908	2,618	\$534,291
2016	83,805	82	1,022	2,797	\$547,819
2017	48,446	48	1,009	2,599	\$318,313
2018	71,538	84	852	2,685	\$520,653
2019	66,791	67	997	2,702	\$484,592
2020	NO SERVICE				
2021	39,830	63	632	1,033	\$541,788
2022	54,013	81	667	1,244	\$725,556
2023	29,896	63	566	1,115	\$408,210

January 11, 2024  
Item B-1

<b>2023 Reds Meadow Shuttle</b>	
<b>REVENUE</b>	
Fare Revenue Grand Total (includes \$1 surcharge)	\$ 408,210
<b>EXPENSES</b>	
Total Operating Expenses	\$ 277,500
Less \$1 Red's Road Maintenance Surcharge	\$ 29,436
USFS Permit Fee	\$ 115
USFS Revenue Fee (3% after road and fee))	\$ 11,360
<b>Total Net Revenue:</b>	<b>\$ 89,799</b>
<b>DATA</b>	
Total Trips	1,303
Total Passengers	29,896
Free (Children & Employees)	460
Total Vehicle Service Hours	2,229
Total Vehicle Service Miles	28,214
<b>STATISTICS</b>	
Farebox Recovery Ratio	147.10%
Operating Expense per Shuttle Trip	\$ 244.37
Operating Expense per Passenger Trip	\$ 7.99
Cost per Hour	\$ 142.85
Cost per Mile	\$ 11.29
Passengers per Vehicle Service Hour	13.41
Average Number of Buses Utilized per Day	5.00
Average Passenger Fare	\$ 13.65

### Grants

I am currently working with YARTS, Kern COG, ESCOG, and Eastern Sierra Housing on grant partnerships. Kern and YARTS are exploring hydrogen fueling, ESCOG is looking for transit related projects, and Eastern Sierra Housing needs transit aspects to their housing project in Bishop (Mac Iver and Spruce Rd.)

### Stuff a Bus

Saturday, November 18<sup>th</sup> we held the annual ESTA food drive and Stuff a Bus event. KIBS/KBOV donated radio ads and staff for the event. Grocery Outlet host's the event and provided a ton of food for our neighbors in distress. All donations of food and gently used clothing fill the Salvation Army's pantry.

### Marketing

ESTA has embarked on several marketing and partner-strengthening efforts recently. Working to improve ESTA's image in the region has positive effects on ridership and helps attract new talent.



January 11, 2024  
Item B-1

Administrative Manager, Dawn Vidal, noticed waning pass sales on our express routes. The pass for this service is subsidized by the Low Carbon Transit Operations Program (LCTOP). This allows a smoking hot deal for riders compared to driving a private car. Here is the mailer you may have received:



**10-Ride PASS!**

Eastern Sierra  
**TRANSIT** 13600  
**DO NOT REPLICATE**  
**TEN RIDE PUNCH PASS**  
ISSUED TO: Jane Smith  
ROUTE: Mammoth Express  
BETWEEN: Bishop - Mammoth

That's just \$3.00 to go from Bishop to Mammoth! **\$30**

A 10-ride pass for Lone Pine express is just \$33.00. That's just \$3.30 to go from Bishop to Lone Pine (a 1-way trip without a pass costs \$7.25)!

I have served on the Inyo Mono Advocates for Community Action (IMACA) board of directors for the past two years. As the current Chair of IMACA's board, I can strengthen our community partnerships while lifting up our most disadvantaged neighbors. For example, ESTA delivered food to communities when IMACA needed assistance during Covid.

Stuff a Bus and our All Aboard! children's program are two more examples of how ESTA uses community service to market our business. I am expecting delivery of over 200 new bus stop signs to refresh our image further in the spring.

### Service

Mammoth Lakes has made some changes to fixed route service in town. A new Teal line is introduced with altered Purple and Red Lines. The new service will begin November 27<sup>th</sup>. This mailer is going to residents in Mammoth Lakes, as well as our partners for distribution:

January 11, 2024  
Item B-1

FRONT:

**More ways to take the bus this winter!**  
Introducing the new **Teal Line** and **Purple Line**, starting November 27, 2023.

Presentación de la nueva **Teal Line** y **Purple Line**, a partir del 27 de noviembre de 2023.

**Eastern Sierra Transit Authority (ESTA)**  
760-924-3184 — Full map: [ESTransit.com](http://ESTransit.com)

BACK:

### Working to connect Mammoth Lakes

The new **Teal Line** increases access to Old Mammoth, the Civic Area, and The Village.

The re-routed **Purple Line** connects the Education Area with Main Street and The Village.

Questions? Visit [ESTransit.com](http://ESTransit.com) or call 760-924-3184.

La nueva **Teal Line** aumenta el acceso a Old Mammoth, la zona cívica y The Village.

El nuevo trazado de la **Purple Line** conecta el Área Educativa con Main Street y The Village.

¿Preguntas? Visite [ESTransit.com](http://ESTransit.com) o llame al 760-924-3184.

PRSR STD  
ECRWSS  
U.S. POSTAGE  
**PAID**  
EDDM Retail

LOCAL POSTAL CUSTOMER

ESTA honored our Public Outreach Policy defined in our Title VI policy which dictates a public hearing for service changes of this magnitude. The Public Hearing was conducted as part of a Town Council meeting on October 18<sup>th</sup>.

### Team Training

January 11, 2024  
Item B-1

ESTA has never attracted so much high quality and diverse talent! The biggest driver class in our history and super star administrative applications are allowing us to realize the vision of being a premier Eastern Sierra employer. We have never been more diverse with more women, more young career minded people, and people from various racial backgrounds. Along with this success comes challenges, particularly in communication. We hosted Agreement Dynamics and trained 95% of the staff on effective communication styles and empathy. I asked several employees what they thought,

"I didn't like it, I loved it! Thank you for investing in us"

"I learned so much about why I struggle with certain people. Now I have a tool to improve relations with coworkers and my family"

If you are interested in hosting Agreement Dynamics in your organization, contact me, Phil Moores @ [pmoores@estransit.com](mailto:pmoores@estransit.com).

#### California Association for Coordinated Transportation (CalACT)

I attended the Fall CalACT conference in Indian Wells, CA. In addition to informative education sessions, I spoke with several vendors with products ESTA is currently shopping for, such as contactless payment systems. They had a bus expo with the latest in vehicle design and innovation.

#### Maintenance

While traveling to CalACT, I stopped to inspect a new cutaway bus and approved delivery. Cutaways are truck chassis with passenger shells mounted on top. You can recognize them because they look like a truck in the cab front end but have a big ladybug of a passenger area in the back. Inspections include a long checklist of systems and conditions on the vehicle. During my inspection I requested changes to wiring harnesses, exterior panels, fit and finishes, etc. This bus was named Bob after a long-time driver, Bob Jones, that retired last year.



January 11, 2024  
Item B-1



### Technology

We recently purchased new reservation software allowing passengers to purchase and reserve seats on the Reno and Lancaster long distance routes. Previously, a passenger would reserve a seat and wait for staff confirmation. Once confirmed, the passenger would need to pay by phone with a credit card. Or worse, hand the driver a credit card for processing on the bus!

The new system has streamlined the process considerably. For the month of October, 78 transactions were labeled "Pay to Driver", while 222 transactions were paid by credit card. Of those 222 transactions, 184 were made through the new software without office assistance. We collected twice the credit card payments this October compared to last year. The drivers are more efficient and safe without messing around with credit cards.

### Ridership

ESTA's ridership growth is slowing down and leveling off since Covid 2020. There were no significant service cancellations affecting ridership.

January 11, 2024  
Item B-1

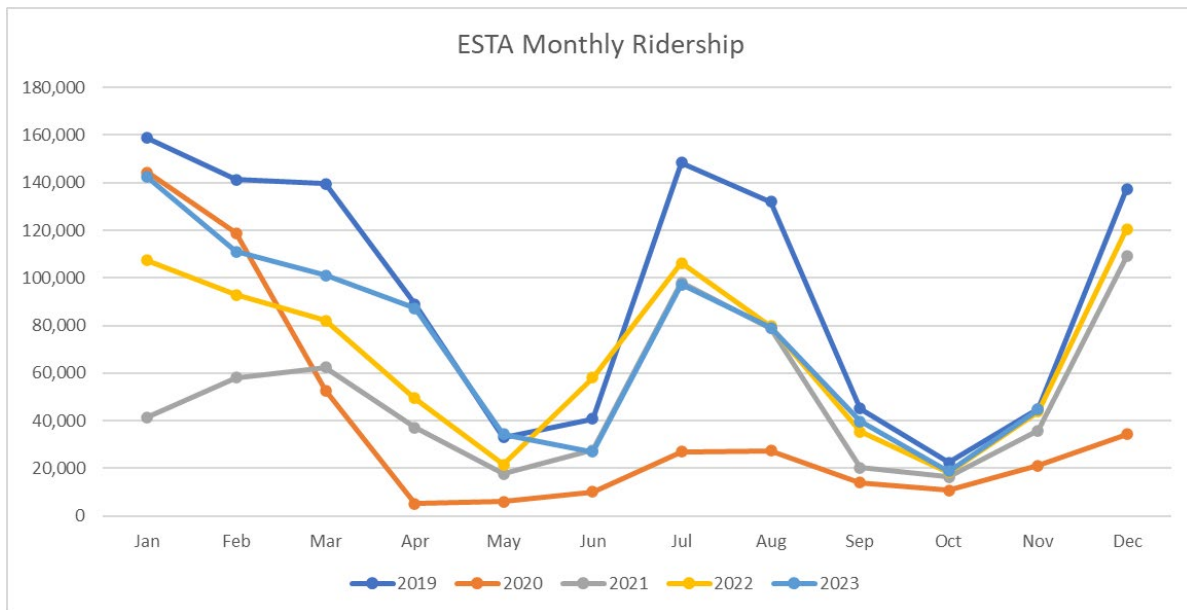
<b>September Ridership Report</b>							
<b>Route</b>	<b>Pre-Covid 2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Change Current vs. Last year</b>	<b>% Change Current vs Pre-Covid</b>
BENTON	39	7	9	15	9	-6	-77%
BISHOP DAR	3,522	2,197	2,434	3,414	3,470	56	-1%
BRIDGEPORT - CARSON	12	18	10	14	16	2	33%
LANCASTER	608	274	373	526	783	257	29%
LONE PINE - BISHOP	366	212	250	314	358	44	-2%
LONE PINE DAR	417	347	383	439	474	35	14%
MAMMOTH FIXED ROUTE	24,783	10,052	15,479	21,607	21,517	-90	-13%
MAMMOTH DAR	249	103	111	261	213	-48	-14%
MAMMOTH EXPRESS	397	164	223	261	435	174	10%
NITE RIDER	313	101	253	363	455	92	45%
OTHER	91	0	0	0	120	120	32%
REDS SHUTTLE	13,366	0	71	7,333	10,842	3,509	-19%
RENO	990	414	723	826	1,085	259	10%
WALKER	118	21	31	5	11	6	-91%
<b>Total</b>	<b>45,271</b>	<b>13,910</b>	<b>20,350</b>	<b>35,378</b>	<b>39,788</b>	<b>4,410</b>	<b>-12%</b>

<b>October Ridership Report</b>							
<b>Route</b>	<b>Pre-Covid 2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Change Current vs. Last year</b>	<b>% Change Current vs Pre-Covid</b>
BENTON	54	6	5	14	11	-3	-80%
BISHOP DAR	3,792	2,439	2,762	3,590	3,646	56	-4%
BRIDGEPORT - CARSON	19	10	6	20	12	-8	-37%
LANCASTER	476	215	350	395	674	279	42%
LONE PINE - BISHOP	289	158	228	291	328	37	13%
LONE PINE DAR	473	312	396	501	461	-40	-3%
MAMMOTH FIXED ROUTE	15,620	6,795	11,569	12,191	11,800	-391	-24%
MAMMOTH DAR	266	124	150	196	207	11	-22%
MAMMOTH EXPRESS	369	190	180	226	410	184	11%
NITE RIDER	322	134	275	332	322	-10	0%
OTHER	195	0	0	0	58	58	-70%
REDS SHUTTLE	1,836	0	0	0	0	0	-100%
RENO	591	289	513	637	769	132	30%
WALKER	27	12	5	16	17	1	-37%
<b>Total</b>	<b>24,329</b>	<b>10,684</b>	<b>16,439</b>	<b>18,409</b>	<b>18,715</b>	<b>306</b>	<b>-23%</b>

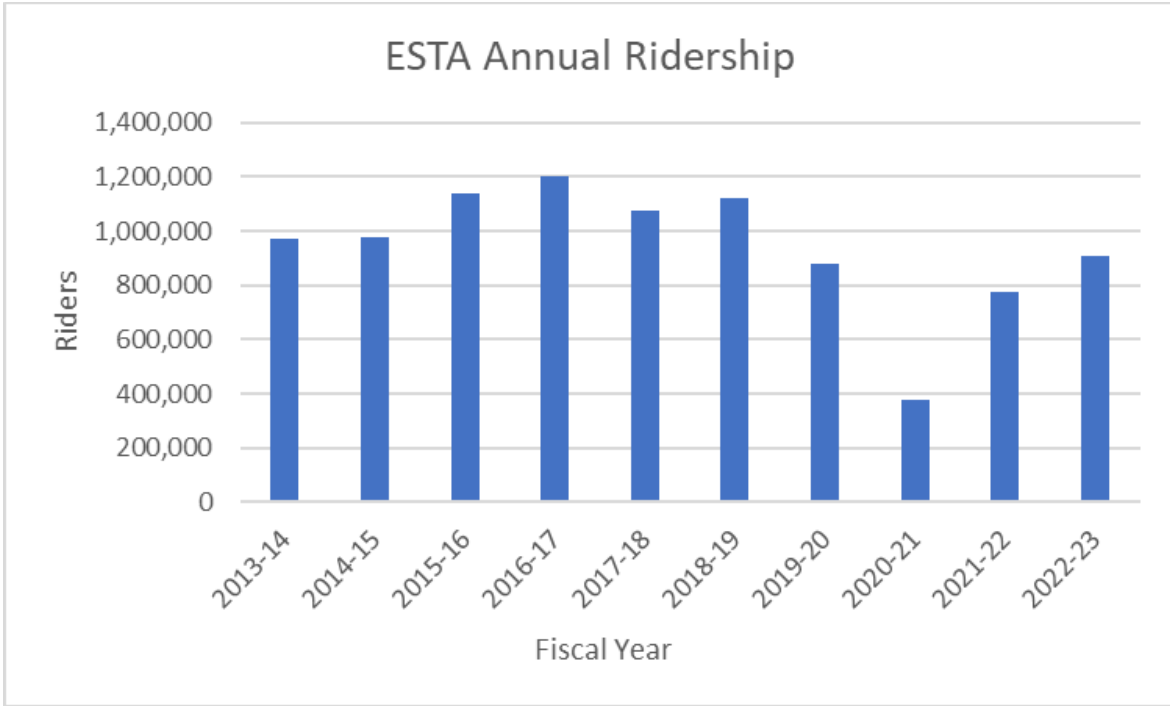
January 11, 2024  
Item B-1

November Ridership Report							
Route	Pre-Covid 2019	2020	2021	2022	2023	Change Current vs. Last year	% Change Current vs Pre-Covid
BENTON	44	6	2	4	4	0	-91%
BISHOP DAR	3,051	2,279	2,736	3,006	3,552	546	16%
BRIDGEPORT - CARSON	10	12	4	30	4	-26	-60%
LANCASTER	367	183	306	306	565	259	54%
LONE PINE - BISHOP	231	336	175	227	274	47	19%
LONE PINE DAR	311	8,974	332	416	366	-50	18%
MAMMOTH FIXED ROUTE	14,112	110	12,028	14,202	8,945	-5,257	-37%
MAMMOTH DAR	107	8,541	100	166	190	24	78%
MAMMOTH EXPRESS	25,370	175	19,292	24,347	29,208	4,861	15%
NITE RIDER	377	59	207	288	493	205	31%
REDS SHUTTLE	357	275	184	253	323	70	-10%
RENO	436	10	428	580	670	90	54%
WALKER	25	12	0	10	14	4	-44%
<b>Total</b>	<b>44,798</b>	<b>20,972</b>	<b>35,794</b>	<b>43,835</b>	<b>44,608</b>	<b>773</b>	<b>0%</b>

The charts below show the ridership by month and year since pre-Covid. The blue line is 2019, and the light blue line is 2023.



January 11, 2024  
Item B-1



## LTC Co-Executive Director Report

February 5, 2024

### Administration

- Met with staff, Caltrans and the Commission Chair to coordinate the agenda.

### Meetings

- 1/4: Kern Council of Governments (COG) Public Transportation Climate Adaptation Plan (draft application)
- 1/19: Rural Counties Task Force meeting.
- 2/12: Infrastructure Investment and Jobs Act (IIJA) Transportation Implementation Work Group meeting
- Meetings to coordinate expenditure of funds (PPM, RPA), time studies and billing, etc.
- Multiple SB 125 transit projects meetings.

### Trainings

- Institute for Local Government training on public engagement and public meeting administration.

### Programs

- Discussion with Mono Basin Regional Planning Advisory Committee regarding landscaping preferences for the Cal Trans Lee Vining Main Street Rehabilitation Project.
- Development of the 24-25 Overall Work Program (OWP).
- Tracking 2024 RTIP submittal and approval by the California Transportation Commission (CTC).
- Working on contacting Social Services Transportation Advisory Council members for appointments.
- Development of the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) request for proposals for a consultant to update the plan.
- Development of a work plan on parking issue in unincorporated Mono County regarding RVs.
- Researching requirements for consultants funded by transportation dollars.
- Tracking various state and federal transportation meetings.

### Grant Tracking

No report at this time.

Significant resources across all agencies continue to be diverted to management of repair work due to damage from weather events.

Please contact Haislip Hayes for questions about Town of Mammoth Lakes projects at 760-965-3652 or [hhayes@townofmammothlakes.ca.gov](mailto:hhayes@townofmammothlakes.ca.gov).

For questions about Mono County projects and/or administration, please contact Wendy Sugimura at 760-924-1814 or [wsugimura@mono.ca.gov](mailto:wsugimura@mono.ca.gov) to be directed to the appropriate staff.