

Mono County Local Transportation Commission

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

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

MEETING AGENDA

May 9, 2022 – 9:00 A.M.

SUITE Z and Zoom

437 Old Mammoth Road (above the Vons Starbucks)

This meeting will be held via teleconferencing with members of the Commission attending from separate remote locations. As authorized by AB 361, dated September 16, 2021, a local agency may use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and local officials have recommended or imposed measures to promote social distancing or the body cannot meet safely in person and the legislative body has made such findings.

Members of the public may participate via the Zoom Webinar, including listening to the meeting and providing comment, by following the instructions below. If you are unable to join the Zoom Webinar of the Board meeting, you may still view the live stream of the meeting by visiting

TELECONFERENCE INFORMATION

1. Joining via Zoom

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

To join the meeting by computer

Visit: <https://us06web.zoom.us/webinar/86901419717>

Or visit <https://www.zoom.us/> and click on "Join A Meeting." **Use Zoom Meeting ID:** 869 0141 9717

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.

To join the meeting by telephone

Dial (669) 900-6833, then enter **Webinar ID:** 869 0141 9717

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.

2. Viewing the Live Stream

You may also view the live stream of the meeting without the ability to comment **by visiting:**

http://monocounty.granicus.com/MediaPlayer.php?publish_id=a33eabb0-25c9-4414-acff-8c4362668370

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. CONSENT AGENDA ITEMS

a) Approval of minutes from April 11, 2022, special meeting (pg. 1)

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Dan Holler

b) Approval of minutes from April 11, 2022, regular meeting (pg. 2)

4. ADMINISTRATION

- a) Review and adopt LTC handbook / by-law changes by Minute Order 22-03 (*Gerry LeFrancois*) (pg. 5)
- b) Appoint Wendy Sugimura the new Co-Executive Director from Mono County upon the retirement of Gerry LeFrancois by Minute Order 22-04 (*Gerry LeFrancois*) (pg. 21)

5. LOCAL TRANSPORTATION

- a) 2022/23 Overall Work Program consideration and approval by Minute Order 22-05 (*Bentley Regehr*) (pg. 22)
- b) Discuss Successor Agreement to the Memorandum of Understanding on State Route 14 and US 395 (*Bentley Regehr*) (pg. 68)
- c) Unmet Transit Needs: review analysis, take public input, and consider adoption of Resolution 22-04 (*Michael Draper*) (pg. 70)
- d) Update on legislation of interest to Regional Transportation Planning Agencies (*Gerry LeFrancois*)

6. CALTRANS

- a) Update on Caltrans activities in Mono County (*CT staff*) (pg. 77)
- b) Caltrans quarterly report (*CT staff*):
<https://caltrans.maps.arcgis.com/apps/dashboards/67670a6e24ee42628f5a852c61b57abf>

7. TRANSIT

- a) ESTA Update (*Phil Moores*) (pg. 78)
- b) YARTS Update (*Christine Chavez*)

8. INFORMATIONAL

- a) Town Mammoth Lakes quarterly report (*Haislip Hayes*)
- b) Mono County quarterly report (*Chad Senior*) (pg. 82)

9. CORRESPONDENCE

10. COMMISSIONER REPORTS

11. UPCOMING AGENDA ITEMS

- a) Update on transportation/trails projects from Eastern Sierra Council of Governments
- b) Allocation of LTF and STA funds
- c) Resolution of Appreciation for Gerry LeFrancois

12. ADJOURN TO DATE - June 13, 2022

***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 John Wentworth Bill Sauser Dan Holler

Mono County Local Transportation Commission

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

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

Draft Minutes

April 11, 2022 – 8:50 A.M.

COUNTY COMMISSIONERS: Jennifer Kreitz, John Peters

TOWN COMMISSIONERS: Bill Sauser, Dan Holler, John Wentworth

COUNTY STAFF: Gerry LeFrancois, Wendy Sugimura, Haislip Hayes, Heidi Willson, Bentley Regehr, Wendy Sugimura, Deanna Tuetken

CALTRANS:

ESTA:

Public:

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE-** Meeting was called to order at 8:58am and Commissioner Kreitz 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.
 - No Public Comment
3. **ADMINISTRATION**
 - a) Adopt Resolution R22-03 to continue Brown Act remote meeting rules under AB 361
 - **Motion- adopt resolution R22-03**
Holler motioned; Peters seconded
Roll Call- Aye Holler, Sauser, Peters, Wentworth. Nay- Kreitz

ADJOURN at 8:55 am TO THE APRIL 11, 2022, AT 9:00 AM

***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 John Wentworth Bill Sauser Jennifer Burrows

Mono County Local Transportation Commission

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

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

Draft Minutes

April 11, 2022 – 9:00 A.M.

COUNTY COMMISSIONERS: Jennifer Kreitz, John Peters

TOWN COMMISSIONERS: Bill Sauser, Dan Holler, John Wentworth

COUNTY STAFF: Gerry LeFrancois, Wendy Sugimura, Haislip Hayes, Heidi Willson, Bentley Regehr, Wendy Sugimura, Michael Draper, Deanna Tuetken

CALTRANS: Dennee Alcala

NPS: John Hampey, Michael Pieper

YARTS: Jose Perez

ESTA: Phil Moores

Public: Jenny Park, Molly

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. CONSENT AGENDA ITEMS

a) Approval of minutes from January 10

Motion: Moved to approve minutes as presented

Sauser motioned; Wentworth seconded

Roll-Call Vote- Ayes: Kreitz, Holler, Sauser, Wentworth. Abstain Peters Motion carries 4-0 with one abstention.

b) Approval of minutes from February 28, AB 361 meeting

Motion: Moved to approve minutes as presented

Sauser motioned; Wentworth seconded

Roll-Call Vote- Ayes: Kreitz, Holler, Sauser, Peters, Wentworth. Motion carries 5-0.

c) Approval of minutes from February 28, special meeting

Motion: Moved to approve minutes as presented

Sauser motioned; Wentworth seconded

Roll-Call Vote- Ayes: Kreitz, Holler, Sauser, Peters, Wentworth. Motion carries 5-0.

4. 9:05 a.m. PUBLIC HEARING

a) Unmet Transit Needs – Joint meeting with Social Service Transportation Advisory Committee (M. Draper and ESTA/Phil Moores)

- Sugimura gave a presentation and answered questions from the commissioners

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Dan Holler

Public Hearing Opened at 9:05 am

- Molly learned that two previous requests and concerns have been meet. One being that the new buses would have car seats built in. Second being that more information throughout public transportation is now in Spanish. Evening transportation is still a need in the Town of Mammoth Lakes. Possibly the purple line to run an hour longer to provide people with the ability to go to the grocery store after work.
- Jenny Park biggest concern is having a weekend day of transportation. Currently there is no weekend transportation.

Public Hearing Closed at 9:34 am

5. ADMINISTRATION

- a) Review Mono County staffing plan for LTC Co-Executive Director transition and future handbook / by-law changes (G. LeFrancois)
 - LeFrancois gave a presentation and answered questions from the commission.

6. LOCAL TRANSPORTATION

- a) Approve Minute Order 22-02 to allocating carryover funds from the 20/21 OWP to Work Elements 100.2, 200.1, 200.2, 800.1, 900.6, 900.8 (G. LeFrancois)
 - LeFrancois gave a presentation and answered questions from the commission.

Motion: Approve Minute Order 22-02 as presented in the agenda.

Kreitz motioned; Holler seconded

Roll Call- Aye Kreitz, Holler, Sauser, Peters, Wentworth. Motion carries 5-0

- b) Review of Fiscal Year 22/23 Overall Work Program (B. Regehr)
 - Regehr gave a presentation and answered questions from the commission.
- c) Update to Memorandum of Understanding on remaining projects on State Route 14 and US 395 and provide any desired direction to staff (B. Regehr)
 - Regehr gave a presentation and answered questions from the commission.
- d) Tuolumne Meadows Construction activities – *approximately 11:am* (NPS staff)
 - John Hampey and Michael Pieper with NPS gave a presentation on the current and future construction plans for the Tuolumne meadows area.
- e) Red’s Meadow Federal Lands Access Program (FLAP) update (Town of Mammoth Lakes)
 - Hayes gave a presentation an answered question from the commission.
- f) Update on legislation of interest to Regional Transportation Planning Agencies - verbal (G. LeFrancois)
 - LeFrancois gave a presentation and answered questions from the commission.

7. CALTRANS

- a) Update on Caltrans activities in Mono County (CT staff)
 - Dennee Alcalá gave a presentation and answered questions from the commission.

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Dan Holler

8. TRANSIT

- a) ESTA Update (Phil Moores)
 - Moores gave a presentation and answered questions from the commission.
- b) Approval of ESTA Low Carbon Transit Operations Program (LCTOP) in the amount of \$32,379
 - Moore gave a presentation and answered questions from the commission.

Motion: Approval of ESTA low carbon transit operations program.
 Kreitz motioned; Holler seconded
 Roll Call- Aye Kreitz, Holler, Sauser, Peters, Wentworth. Motion carries 5-0
- c) YARTS Update (Jose Perez)
 - Perez gave a presentation and answered questions from the commission.

9. CORRESPONDENCE

- **No correspondence**

10. COMMISSIONER REPORTS

- **Kreitz-** Nothing to report
- **Sauser-** Nothing to report
- **Holler-** Construction working going on in Mammoth. Trail work will be started up in the Lakes Basin area.
- **Peters-** road to Bodie is open. Virginia lakes road is open with lots of recreation traffic.
- **Wentworth-** Mobility expansion moving forward.

11. INFORMATIONAL

- a) Governor Newsom Proposes \$11-Billion Relief Package for Californians facing higher gas prices

12. UPCOMING AGENDA ITEMS

- a) Adoption of the 22/23 OWP
- b) Quarterly reports from TOML, Mono County, Caltrans
- c) Proposed LTC By Law changes
- d) Adoption of Unmet Needs
- e) LTF / STA
- f) June ATP grant

13. ADJOURN at 11:44 am to May 9, 2022, at 9:00 am**COMMISSIONERS**

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Dan Holler

Mono County Local Transportation Commission

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

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

Staff Report

May 9, 2022

TO: Mono County Local Transportation Commission

FROM: Gerry LeFrancois, Co-Executive Director

SUBJECT: LTC Handbook / Bylaw changes

RECOMMENDATION: Receive staff report, provide any desired direction to staff, and adopt Minute Order 22-03

FISCAL IMPLICATIONS:

None currently.

ENVIRONMENTAL COMPLIANCE: N/A

BACKGROUND and DISCUSSION

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

After reviewing the current LTC Handbook (By-Laws), staff is recommending changes to meetings, agendas, and the addition of language explaining the Co-Executive Directors position. The attached Handbook/Bylaws are in a legislative format with additions and strike throughs.

ATTACHMENT:

LTC Handbook/Bylaws proposed changes
M.O. 22-03

Draft

Mono County Local Transportation Commission

LTC Handbook / Bylaws

**Updates: ~~September 2008; July 2011;~~
~~January 2012; August 2012,~~ May 2022**

I. INTRODUCTION AND PURPOSE

Background

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

Purpose

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

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

II. ORGANIZATION

Membership

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

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

Term of Office

Each appointed commissioner shall serve until a replacement is named.

Chair and Vice-Chair

The Chair and Vice-Chair shall be elected by a majority vote of members present in February or as soon thereafter as possible, or at a regular meeting after a vacancy occurs.

Draft

The Chair position shall alternate between Town and County commissioners. The Chair shall preside at all meetings, call special meetings, and perform such other duties as may be assigned by the MCLTC. The Vice-Chair shall perform all duties of the Chair in the latter's absence or disability.

Meetings

The MCLTC meets the second Monday of every month, unless a lack of business or agenda items allows the monthly meeting to be canceled, or a special meeting is deemed necessary. Regular meetings are held at 9:00 a.m. ~~at the Town/County Conference Room in Mammoth Lakes.~~ via electronic formats (Granicus and Zoom). Post Covid, in person meetings will take place in Suite Z and are proposed for in the Minaret Mall or the Mono Lake Room in the County Civic Center. The MCLTC also meets occasionally in the evening and/or in various unincorporated communities to facilitate public involvement. Special meetings may be called with the concurrence of the Chair to accommodate special circumstances, such as to facilitate community involvement, accommodate commission scheduling conflicts or to address pressing commission business. All MCLTC meetings shall be publicly noticed ~~and conducted~~ and conducted in accordance with applicable public meeting laws.

Quorums

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

Agendas

Meeting agendas shall be prepared by staff and posted by the Commission Secretary in accordance with all applicable laws. Agenda items and supporting materials shall be submitted to the Commission Secretary no later than 12 calendar days prior to the respective MCLTC meeting. Those items needing comments, analysis, legal review, etc. shall be submitted at least two weeks prior to the meeting. Agenda items should be prepared following the standard report format established by the ~~Executive Co-Executive Directors.~~ Agenda items may be proposed by agencies, the public, staff, and Commissioners. The final decision shall be by staff and concurrence with the Chair. Staff shall assemble and disseminate the final agenda packet to all MCLTC members and ~~the~~ Caltrans District 9 Transportation Planning Branch no later than five (5) calendar days prior to the respective meeting.

To facilitate agenda preparation and commission follow-ups, staff will meet shortly after the commission meeting to discuss and review items for the next meeting. This Technical Advisory Committee (TAC), consisting of representatives from Mono County, Town of Mammoth Lakes, Eastern Sierra Transit Authority (ESTA) and Caltrans, should meet to coordinate agenda items, commission follow-ups and related planning matters. The TAC provides technical staff support and recommendations to the MCLTC on state, regional, county and town transportation matters.

~~a Transportation Technical Advisory Committee may meet at least 14 calendar days prior to the commission meeting to review and coordinate agenda items.~~

III. ADMINISTRATION

Administrative Services

In recent years, Mono County and the Town of Mammoth Lakes have provided staff services of the MCLTC via a memorandum of understanding (MOU). The MOU (Attachment A)

Draft

provides for planning services, staff and administrative support for the MCLTC in order to fulfill the requirements of the California Transportation Development Act, to accomplish the mandated functions of the MCLTC, and to carry out the annual Overall Work Program (OWP). The MOU notes that it is in the best interest of the County, Town and MCLTC to continue to implement the ~~most-efficient~~ most efficient and professionally economical method of providing the aforementioned services, and that a close working relationship on a daily basis among the staffs of the three entities has been beneficial to all parties. Mono County staff provide the LTC Secretary, Legal Counsel, and other planning-related staff services.

The division of responsibilities for staff and administrative services is established annually based upon the Overall Work Program.

Co-Executive Directors

The Commission appoints the Town of Mammoth Lakes Public Works Director, or their designee, and the Mono County Community Development Director, or their designee, as Co-Executive Directors. The Co-Executive Directors are responsible for the day-to-day operation and administration of the Local Transportation Commission.

~~Major administrative matters and projects directly~~

Major projects and administrative matters affecting the Town of Mammoth Lakes incorporated area are the responsibilities of the Town Public Works and Planning departments.

~~, whereas in~~ Major administrative matters and projects directly affecting the unincorporated area are the responsibilities of the County Public Works and Community Development Departments ~~Planning departments.~~

~~County staff handles routine administrative and secretarial matters, and County staff has filled the positions of Executive Director, Commission Secretary, and Commission Counsel in recent years. The MCLTC secretary is appointed by the Executive Director to maintain records, including meeting minutes and project files and to assist staff in preparation and dissemination of public notices, agendas, agenda packets, and other official business. Technical (engineering, legal and planning) staffing services for the MCLTC are provided by the County and Town staff as needed. Appendix B contains job descriptions for the various positions in the Town and County that provide staffing services to the MCLTC.~~

Advisory Committees

The MCLTC appoints the Mono County Social Services Transportation Advisory Council (SSTAC) to advise the commission on transit needs, major transit issues, and coordination of specialized transportation services, particularly during the Unmet Needs Hearing process. Members of the SSTAC are appointed by the commission in compliance with the membership composition requirements of the Transportation Development Act (Section 99238). Consistent with the Legislature's intent to avoid duplicative transit advisory councils, the Mono County SSTAC serves as the sole advisory council for regional transit matters within Mono County.

To better integrate regional transportation planning efforts with local and county planning systems, the MCLTC utilizes the existing committee structure of the area's two general-purpose governments – the Town of Mammoth Lakes and Mono County. These include the Town of Mammoth Lakes Planning and Economic Development Commission, Mono County

Draft

Planning Commission, ~~the Mono County Airport Land Use Commission, Mammoth Lakes Airport Commission, the Town of Mammoth Lakes Mobility Commission~~ and the Regional Planning Advisory Committees (RPACs), which are planning advisory committees serving unincorporated communities.

~~A staff-level Transportation Technical Advisory Committee (TTAC), consisting of representatives from Mono County, Town of Mammoth Lakes, the local transit provider (presently Eastern Sierra Transit Authority (ESTA)) and Caltrans, meets monthly to coordinate agenda items, commission follow ups and related planning matters. The TTAC provides technical staff support and recommendations to the MCLTC on state, regional, county and town transportation matters. The TTAC generally meets after regular MCLTC meetings or as needed.~~

Non-Motorized Review

Project managers for Town, County and State projects shall regularly consult with local citizens, commissions/committees and mobility user groups such as the cycling community, Regional Planning Advisory Committees, and ~~the Town Mobility Commission~~ other groups during project design and implementation. Similarly, these ~~users~~user groups and commissions/ committees shall be consulted in the update of transportation plans, policies and standards. Staff shall conduct a review of non-motorized features for all projects before the commission including:

- projects included in quarterly reviews;
- project initiation documents, including project study reports; and
- projects programmed in the Regional Transportation Improvement Program.

•

Planning Partnerships

The MCLTC participates with the regional transportation planning agencies in Inyo, Kern and San Bernardino counties through the Eastern California Transportation Planning Partnership. This partnership coordinates regional transportation planning and programming efforts for the Eastern Sierra region.

The MCLTC members and staff also participate on the Mono County Collaborative Planning Team ([MCCPT](#)), which consists of federal, state, regional, tribal and local government agencies in the region. The MCCPT meets regularly to provide a regional forum on a variety of planning matters, including transportation-related issues.

IV. PROCEDURES

Transportation Development Act Funds

The Transportation Development Act (TDA) provides for two major sources of funding for public transportation – the Local Transportation Fund (LTF) and the State Transit Assistance Fund (STA). The TDA sets forth in detail the requirements and procedures for securing and administering these funds. The MCLTC follows these procedures, as amended from time to time, and complies with all other applicable requirements in the administration of TDA funds.

Deferred LTF revenue should be managed to generally maintain no less than 5% or more than 15% of annual allocations unless funds are set aside for a specific purpose such as a grant match.

Local Transportation Fund (LTF) revenue allocated to Mono County and the Town of Mammoth Lakes shall be claimed by Eastern Sierra Transit Authority (ESTA) under Article 4 of the Transportation Development Act. This ensures consistency with Inyo County and the City of Bishop, as recommended in the 2011 Roles and Responsibilities study.

Regional Transportation Plan

Government Code Section 65080 requires each transportation-planning agency to prepare and adopt a Regional Transportation Plan (RTP) once every four years. The plan is intended to achieve a coordinated and balanced regional transportation system of all travel-modes. The plan shall be action-oriented and pragmatic, considering both the short- term and long-term future and present clear, concise policy guidance to local and state officials and the general public. In Mono County, the [RTP](#) has been integrated with the circulation elements of the Town of Mammoth Lakes and Mono County to enhance integration of transportation plans with local land use plans and to improve planning efficiencies.

The Mono County RTP shall be prepared in accordance with applicable requirements; guidelines prepared by the California Transportation Commission and Caltrans, and should reflect policy directives of the California Transportation Plan. The RTP may be updated more frequently as needed to respond to local circumstances. The RTP also must comply with the requirements of the California Environmental Quality Act (CEQA).

Regional Transportation Improvement Program (RTIP)

After consulting with Caltrans, the MCLTC shall adopt (by resolution) and submit its RTIP to the California Transportation Commission (CTC) and Caltrans, usually no later than December 15 of each odd-numbered year. All projects are required to have a completed

Draft

and approved Project Study Report (PSR) or for projects not on a state highway, a PSR equivalent.

The RTIP shall be prepared in accordance with STIP Guidelines adopted by the California Transportation Commission, and may include:

- Programming proposals from the County share for the current STIP period, consistent with the STIP fund estimate. These proposals may include new projects, changes to prior STIP projects, and program reserves.
- Programming proposals for the four-year County share period that exceeds the current STIP period, consistent with the fund estimate. These proposals may include new projects or changes to prior STIP projects.
- ~~Programming proposals from the county Advance Project Development Element (APDE) share, which is treated as an advance of future share (Sections 37-42 of CTC STIP Guidelines).~~
- Requests to advance future County share for a larger project.
- Project recommendations for the interregional share ~~(California Transportation Commission, Amendment of STIP Guidelines, Resolution G-01-21, July 12, 2001).~~

Projects included in the RTIP must be consistent with the Regional Transportation Plan.

Overall Work Program

The Overall Work Program (OWP), which is prepared annually, includes a budget and tasks outlining the transportation planning activities for the coming year. The OWP is prepared in accordance with annual guidance provided by Caltrans and serves as:

- A comprehensive listing of transportation planning activities in Mono County.
- A convenient regional transportation planning reference document for MCLTC partners and members of the public.
- MCLTC's proposal to program and use Regional Transportation Planning funds.
- The basis of a contract with the State for use and disbursement of RPA funds.

A draft of OWP is generally submitted to Caltrans for its review and comment in March of each year, with final OWP adoption by the MCLTC in June of each year.

V. APPENDICES

Appendix A: Staffing MOU

~~Appendix B: Job Descriptions~~ (as established by the respective agencies)

Appendix C: Transportation Development Act Report Dates

APPENDIX A
Excerpts from
Mono County Local Transportation Commission
Memorandum of Understanding

This Memorandum of Understanding ("MOU") is made and entered into by and among the County of Mono ("County"), Town of Mammoth Lakes ("Town"), and the Mono County Local Transportation Commission ("MCLTC") and updates the previous MOU concerning MCLTC staff.

RECITALS

1. The County, Town, and MCLTC have entered into an MOU to provide planning services, staff and administrative support for the MCLTC in order to fulfill the requirements of the California Transportation Development Act (TDA), to accomplish the mandated functions of the MCLTC, and to carry out the annual Overall Work Program (OWP).
2. It is in the best interests of the County, Town, and MCLTC to continue to implement the most- efficient and professionally economical method of providing the aforementioned services.
3. It is the prerogative of the MCLTC to allocate and expend the funds necessary to provide these services to the County and the Town.
4. A close working relationship on a daily basis among the staffs of the County, Town, and MCLTC has been beneficial to all parties.

NOW, THEREFORE, based upon the foregoing recitals, it is mutually understood by all parties and agreed to as follows:

1. The Town Public Works and Planning [and Economic Development](#) departments and the County Public Works and Planning departments agree to provide personnel as required to perform the necessary functions of the TDA and to accomplish the State-mandated tasks of the MCLTC.
2. Secretarial services shall be proportionately provided by the County and the Town Planning Divisions as to each entity's share of the OWP. Routine administrative and secretarial matters shall be handled by the County staff.
3. Public Works and MCLTC staff personnel are not employees of the MCLTC. The staff of the County Public Works and Planning departments provided to the MCLTC shall remain employees of the County, subject to its rules and regulations, and shall be provided salary, benefits and companion costs by the County. The staff of the Town Public Works and Planning departments provided to the MCLTC shall remain employees of the Town, subject to its rules and regulations, and shall be provided salary, benefits and companion costs by the Town.
4. Division of MCLTC staff responsibilities among the County, Town, and MCLTC shall be established annually. Allocation of staff time and administrative/planning funds shall be based upon the OWP for the year.
5. The OWP shall be cooperatively drafted by the County and Town staffs.
6. If differences exist between the Town and County staffs on certain matters, both staff positions shall be submitted to the MCLTC for final determination.
- ~~7.~~ The Town Public Works and Planning [and Economic Development](#) departments shall be responsible for major administrative matters and projects directly affecting the incorporated area. The County Public Works and Planning departments shall be responsible for major administrative matters and projects directly affecting the

Draft

unincorporated area.

7.

~~8.~~ If lack of expertise or prior staff commitments prevents either the Town or County staffs from conducting MCLTC studies or duties, the Town or County staff may, _

8. 8. with the concurrence of the MCLTC, initiate the process for subcontracting with qualified consultants.
9. The County Auditor-Controller shall provide maintenance of various trust funds (as required by the TDA), white-claim disbursement and audit services as required.
10. The following is a list of some of the services and facilities available to the MCLTC by the County and Town, which defines a cooperative working relationship between all parties:

County/Town:

- Complete agenda packets for all LTC meetings.
- Telephone receptionist and outgoing calls.
- Use of conference room and coffee facilities for meeting as needed.
- Use of copy machines for agendas and major projects.
- County Auditor-Controller functions as described in Item 9.
- County Counsel as needed on behalf of the County.
- Town Attorney as needed on behalf of the Town.
- Inter-office and outgoing mail services.

Draft

APPENDIX B
JOB DESCRIPTIONS [\(TOML and Mono County job descriptions\)](#)

APPENDIX C
TRANSPORTATION DEVELOPMENT ACT SUMMARY

SUMMARY OF IMPORTANT TDA REPORT DATES

(With references to Statutes and Regulations)

January 31	State Controller will send preliminary STA estimate to TPA, CTC, and MTDB. (99312.7)
February 1	County Auditor furnishes LTF estimate to TPA. (6620)
March 1	TPA advises LTF claimants of anticipated area apportionments within the county. (99230, 6644)
April 1	Claimants file for LTF and STA funding with TPA. (6630, 6732)
June 30	TPA conveys LTF allocation instructions to LTF claimants and to the County Auditor. (99235, 6659)
June 30	TPA, CTC, and MTDB transmit fiscal audit to the State Controller. (6662)
August 1	State Controller sends revised STA estimates to TPA, CTC, and MTDB. (99312.7)
August 15	TPA submits unmet transit needs finding documentation to the Department. (This date is flexible. See section 99401.6.)
September 1	TPA, CTC, and MTDB provide to the Director and the State Controller a schedule of performance audit reports to be submitted during that fiscal year and a list of all the entities subject to performance audits. (6664.5)
September 30	Claimants submit reports on extension of services to TPA. (6633.8)
September 30	TPA, CTC, and MTDB submit annual financial transaction reports to the State Controller. (99406, 6660)
September 30	Operators and transit service claimants submit reports of operation to TPA, CTC, MTDB, and the State Controller. (99243, 6637)
October 1	Non-transit claimants submit expenditure reports to the State Controller. (6665)
December 30	Transportation planning entity submits fiscal and compliance audit of its STA fund to the State Controller. (6751)
December 30	All claimants submit certified fiscal and compliance audit (unless granted 90-day extension) to TPA, CTC, MTDB, and to the State Controller. (99245, 99276, 6663, 6664)
December 30	All county auditors submit fiscal and compliance audits of LTF to TPA, CTC,

Draft

MTDB, and the State Controller. (6661)

Quarterly

County Auditor reports status of funds to TPA, CTC, and MTDB. (6622)

Draft

Triennially Performance audits of TPA, CTC and MTDB will be submitted to the Director. TPA, CTC, and MTDB will certify to the Director that performance audits of operators under their jurisdiction have been completed. (99246-99249)

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

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

**MINUTE ORDER
MO 22-03**

Amendment to the LTC Handbook / Bylaws

At the Mono County LTC meeting of May 9, 2022, it was moved by Commissioner _____
and seconded by Commissioner _____ to adopt Amendments to the LTC
Handbook / Bylaws.

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Heidi Willson

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

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

**MINUTE ORDER
MO 22-04**

Appointment of new Co-Executive Director from Mono County

At the Mono County LTC meeting of May 9, 2022, it was moved by Commissioner _____ and seconded by Commissioner _____ to appoint Wendy Sugimura the new Co-Executive Director from Mono County upon the retirement of current Co-Executive Director Gerry LeFrancois (anticipated date: June 30, 2022).

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Heidi Willson

Mono County Local Transportation Commission

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

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

Staff Report

May 9, 2022

TO: Mono County Local Transportation Commission

FROM: Bentley Regehr, Planning Analyst

SUBJECT: Mono County Overall Work Program (OWP) 2022-23

RECOMMENDATIONS

Review and approve the Overall Work Program (OWP) 2022-23.

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 OWP 2022-23 has been developed through consultation with Mono County and Town of Mammoth Lakes staff. It serves as the upcoming fiscal year work plan for transportation planning. The OWP is approved and adopted by the Commission. A draft was submitted to Caltrans for review by March 1, 2022. Comments from District 9 were received in April and are incorporated into the document presented here.

ATTACHMENTS

- Minute Order 22-05
- OWP 2022-23

Overall Work Program Fiscal Year 2023/2023

July 1, 2022, to June 30, 2023

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

Adopted: _____

Contents

Introduction	1
Geographical Overview	1
Organizational Overview	1
Responsibilities and Priorities.....	3
Organizational Procedures and Documents	3
Public Involvement.....	3
Planning Emphasis Areas	4
Planning Emphasis Areas.....	4
Federal Planning Emphasis Areas	8
FY 2022/23 OWP	9
Work Element 100—Agency Administration and Management	12
100.1 General Administration and Management.....	12
100.2 Overall Work Program Development and Administration.....	13
100.3 Training and Professional Development.....	14
Work Element 200—Regional Transportation Series	15
200.1 Regional Transportation Plan	15
200.2 Regional Transportation Plan Monitoring	16
200.3 Multi Modal Planning (WE 900-12-0) RPA funded	17
Work Element 300—Vehicle Miles Traveled and Implementation	18
300.1 VMT Planning and Implementation.....	18
Work Element 400—Grants	19
400.1 June Lake Loop Active Transportation Plan / Sustainable Communities Grant	19
400.2 ESTA Short Range Transit Plan & Coordinated Human Services Plan	20
Work Element 700—Regional Transportation Improvement Program (RTIP) and Project Development Series	21
700.1 Regional Transportation Improvement Program	21
700.2 Project Development and Project Study Reports	
Work Element 800—Regional Transportation Planning Series	23
800.1 Regional Transportation Planning	
800.2 Regional Transit Planning and Coordination	

Work Elements 900 Asset Management and Traffic Issues

900.1 Planning, Monitoring, and Traffic Management

900.2 Regional Data Collection Equipment

900.3 Regional Asset Management - RPA

900.4 Regional Asset Management - PPM

900.5 Air Quality

900.6 Trails Planning

900.7 Community Traffic Calming / Complete Streets / Design

900.8 Mono County Public Works Projects

Appendix A OWP Billing Procedures..... 34

Appendix B Glossary of Terms and Acronyms..... 35

Appendix C Budget Breakdown for 2022/23..... 3

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 2022/2023 covering the period of July 1, 2022, to June 30, 2023, 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 3,103 square miles and a total population of 14,168 (2010 US Census). The county's one incorporated area, the Town of Mammoth Lakes (TOML), contains approximately 58% of the county population.

Approximately 94% of Mono County is public land administered by the U.S. Forest Service (USFS), the Bureau of Land Management (BLM), the State of California, and the Los Angeles Department of Power and Water (LADWP). The scenic and recreational attributes of this public land help support tourism and recreation as the major industry in the county. Approximately 80% of all employment is directly, or indirectly, associated with this industry. Annually, more than 6 million visitor-days of use occur on public lands in Mono County. 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, June Lake, and the Crowley communities of Long Valley, McGee Creek, Crowley Lake, Aspen Springs, and Sunny Slopes. The community of June Lake is located along State Route (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. 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 is one transit system within the County and is administered by Eastern Sierra Transit Authority (ESTA), which is based out of Bishop in Inyo County. ESTA is a Joint Powers Authority between Mono and Inyo Counties, the Town of Mammoth Lakes, and the City of Bishop.

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

Table 1.1 Mono County LTC Policy Board

Commissioner	Governmental Body Represented
Ms. Ronda Duggan	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 (Chair)	TOML
Mr. Ryan Dermody*	Caltrans Dist. 9 Director or designee

*Non-Voting ex-officio member

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

Table 1.2 Mono County LTC Staff

Staff Member	Title and Agency
Wendy Sugimura	LTC Co-Executive Director, Mono County
Haislip Hayes	LTC Co-Executive Director, TOML
Gerry LeFrancois	Principal Planner, Mono County
Bentley Regehr	Planning Analyst, Mono County
Michael Draper	Planning Analyst, Mono County
Deanna Tuetken	Fiscal Specialist, Mono County

Heidi Willson	Commission Secretary, Mono County
Chad Senior	Engineer, Mono County
Paul Roten	County Engineer, Mono County
Nate Greenberg	IT Director, Mono County
Tony Dublino	Public Works Director, Mono County
Phil Moores	Director, ESTA

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

Public Involvement

The LTC utilizes a comprehensive public participation process which is outlined in the 2019 Regional Transportation Plan (p. 5 & 11-15). The goals and objectives discussed in the RTP emphasize efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process, 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, Mammoth Lakes Vicinity/Upper Owens, Long Valley, and Tri-Valley. Some committees meet monthly, and others meet on an as-needed basis.

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

Summary of FY 2021/22 accomplishments

The following are primary tasks that were undertaken during FY 2021/2022:

- TOML completed revision to its Mobility Hub Study,
- Project Study Report review for potential 2022 Regional Transportation Improve Program (RTIP) future projects,
- 2022 Regional Transportation Improvement Program approved and submitted,
- Advancing the region’s MOU Projects with Inyo County LTC and Kern Council of Governments,
- Continuation of Regional Asset Management Systems
- Air Quality Monitoring in Town of Mammoth Lakes
- June Lake Loop (SR 158) Active Transportation Plan under way during FY 21/22,
- ESTA Short Range Transit Plan and Coordinated Human Services Plan under way in FY 21/22
- Mono County’s vehicle miles traveled (VMT) standard and an update to countywide greenhouse gas emission inventory are underway,
- Update of Mono County Public Works development standards which includes roads and other transportation infrastructure.

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, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; 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.

Federal Planning Emphasis Areas supporting OWP Work Elements

Table 3.1 outlines FY 2022/23 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 2022/23 work program.

3.1 FY 2022/23 OWP Work Elements and Planning Emphasis Areas/Planning Considerations

		Work Elements
PEAS	MAP-21/Fast Act Implementation	200.1, 700.1
	Models of Regional Planning Cooperation	100.1, 200.1, 200.2, 200.3, 800.1, 900.3, 900.5, 900.8
	Ladders of Opportunity	100.1, 100.3
PEAS	Economic Vitality	200.1, 200.2, 200.3, 900.3 & .4, 900.7
	Safety of Transportation Systems	200.2, 700.1, 700.2, 900.8
	Security of Transportation Systems	100.3, 200.1, 200.2, 200.3
	Accessibility and Mobility	200.1, 200.2, 200.3, 700.1, 800.2, 900.3 & .4, 900.6
	Environment, Conservation, and Quality of Life	200.2, 200.2, 300.1, 700.1, 800.1, 900.6
	Connectivity of Modes	200.1, 200.3, 700.1, 800.1 & .2, 900.6
	Efficient Management and Operations	100.3, 200.2, 700.1, 900.3 & .4
	Preservation of Systems	200.1, 700.1, 900.3, .4, & .8
	Reliability of Systems	200.1, 700.1, 700.2, 900.3, .4, & .8
	Enhance Travel and Tourism	200.1, 700.1, 700.2, 800.2, 900.6

FY 2022/23 OWP

LTC’s planning activities are divided into 19 Work Elements. Funding sources for LTC planning activities include a combination of RPA and PPM dollars. Table 4.1 lists the Work Elements and the total estimated cost for each. The following pages contain a detailed description of each of the work elements for the OWP, including work tasks, work products, estimated benchmarks, and estimated costs. A detailed summary table containing estimated cost and funding sources for all work elements is still in development. A few of the Work Elements, such as 200.3, will change once complete details of tasks, future projects, and funding requests are identified. One Work Element, 900.8 is a multi-year work element. Staff will finalize the list of projects for the 2022/23 FY but will include other possible task in case funding is available to advance certain tasks before 2023/24 FY.

Work Element	Description	RPA Amount	PPM Amount	RMRA	FTA 5304	SB-2 Grant	21-22 RPA	LTF
100.1	Agency Administration and Management	\$ 7,500						\$ 10,000
100.2	Overall Work Program Development & Admin	\$ 10,000						
100.3	Training and Professional Development	\$ 4,000						
200.1	Regional Transportation Plan	\$ 7,000						
200.2	RTP Implementation and Monitoring	\$ 7,000						
200.3	Multi Modal Planning RPA	\$ 74,500						
300.1	VMT and Implementation	\$ 5,000				\$ 30,000	\$ 25,000	
400.1	June Lake ATP	\$ 5,000		\$ 145,089			\$ 18,798	
400.2	Short Range Transit Plan	\$ 5,000			\$ 113,372		\$ 11,628	
500	Reserved for future needs							
600	Reserved for future needs							
700.1	Regional Transportation Improvement Program	\$ 3,000						
700.2	Project Development and Project Study Reports		\$ 40,000					
800.1	Regional Transportation Planning	\$ 6,500						
800.2	Regional Transit Planning and Coordination	\$ 5,000						
900.1	Planning, Monitoring and Traffic Management	\$ 6,000						
900.2	Regional Data Collection Equipment	\$ 14,000						
900.3	Regional Asset Management - RPA	\$ 15,000						
900.4	Regional Asset Management - PPM		\$ 20,000					
900.5	Air Quality Monitoring	\$ 500						
900.6	Trails Planning	\$ 20,000						
900.7	Community Traffic Calming / Complete Streets / Design	\$ 5,000						
900.8	Mono County Public Works Projects	\$ 30,000						
							RPA for 21-22 final amount TBD	\$ 55,426
Total								
Final Budget		\$ 230,000	\$ 60,000	\$ 145,089	\$ 113,372	\$ 30,000		\$ 10,000
Reserve RPA/PPM		\$TBD	\$TBD					

Invoicing / Reimbursement

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

All costs need to be submitted to LTC staff from Mono County by the 12th of the month following the quarter end. Late submittals will not be included.

Q1 = July 1 – Sept 30: Billing must be submitted by October 12

Q2 = October 1 – December 31: Billing must be submitted by January 13

Q3 = January 1 -March 31: Billing must be submitted by April 12

Q4 = April 1 – June 30: Billing must be submitted by July 14

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

Expected Products:

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

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,500	\$5,000	\$7,500
TDA - LTF		\$10,000	\$10,000
Total			\$17,500

100.2 Overall Work Program Development and Administration

Purpose: This task includes administration of FY 2022/23 OWP and development of the FY 2022/23 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 include reporting on amendments to the current FY 2019/20 OWP.

Task Elements:

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

Expected Products:

- FY 2022/23 OWP quarterly reports.
- Amendments to the OWP, as needed.
- An adopted FY 2022/23 OWP
- Prior FY 2021/22 deliverables
- Initial work on 23/24 OWP

Estimated Benchmarks: Ongoing for the complete fiscal year
The draft 2023/24 OWP is due March 1, 2023

Estimated Completion Date: June 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,500	\$7,500	\$10,000

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, and others.

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

Task Elements:

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

Expected Products:

- Training documentation and attendance.

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2023

Funding:

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

Work Element 200—Regional Transportation Series

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

200.1 Regional Transportation Plan

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

Previous Work: Update and adoption of the 2019 Regional Transportation Plan and CEQA adoption documentation. Work for 2023 update will begin in FY 22/23.

Task Elements:

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

Expected Products:

- Agendas and minutes from meetings with Regional Planning Advisory Committees (RPACs) and/or other stakeholders on transportation-related issues
- Housing and General Plan amendments
- Identification of future community needs and opportunities for RTP implementation
- Determine RTP amendments as necessary to comply with Regional Transportation Guidelines
- Incorporate the 2023 RTIP
- Incorporate any necessary County and TOML planning documents

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$6,000	\$7,000

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.

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); SB 152 (changes to Active Transportation Program formulas); SB 743 (VMT implementation); and Coronavirus Aid, Relief and Economic Security Act (CARES), Bipartisan Infrastructure Law / Infrastructure, Investment and Jobs Act (BIL/IIJA).

Task Elements:

- Track transportation state and federal legislation
- Bipartisan Infrastructure Bill & IIJA tracking and serving on working groups as needed
- Track and apply for new funding opportunities
- Review California Transportation Commission (CTC) and/or Caltrans plans and policy changes
- Provide RTP consistency with Regional Transportation Improvement Program

Expected Products:

- RTP amendments as necessary
- Additional funding opportunities (may include grants like sustainable communities and or affordable housing grants)
- Correspondence to state and federal representatives on areas of concern (as determined by the Commission)
- Project identification for use of BIL / IIJA funds

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$6,000	\$7,000

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

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

Previous Work: This work element is a multi-year effort. The TOML continues to work on the update to its transportation model and multi modal planning efforts. The TOML completed updates to its Mobility Hub Study, and the TOML advanced development of a Mobility Master Plan.

Task Elements:

- Development of TOML Mobility Master Plan
- RTP integration of TOML Transportation Planning documents and modeling analysis

Expected Products:

- Updated RTP and policy changes as needed
- Identification of Transportation needs of the Parcel
- TOML Mobility Hub Study document
- Data and research deliverable that will be incorporated into a Mobility Master Plan to consolidate TOML planning documents

Estimated Benchmarks: TOML has selected a consultant to complete the Mobility Master Plan. This effort will begin in 22/23, completion is expected in 23/24

Estimated Completion Date: Major components of this work element are estimated to be completed by Summer 2023, but other activities will be ongoing.

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	74,500	\$0	\$74,500

Work Element 300—Vehicle Miles Traveled and Implementation

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

300.1 VMT Planning and Implementation

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

Previous Work: A consultant was hired after an RFP process in Fall 2021. VMT tool is being developed and will be incorporated by Fall 2022.

Task Elements:

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

Expected Products:

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

Estimated Benchmarks: Draft VMT study – Winter 2022, Adopt VMT study – Summer 2022, RTP amendment – after completion of study adoption 2022/23.

Estimated Completion Date: Fall 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA (proposed)	\$	\$5,000	\$5,000
RPA 21-22	\$	\$25,000	\$25,000
SB 2 Grant (2021 funding?)	\$	\$30,000	\$30,000

Work Element 400—Grants

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

400.1 June Lake Loop Active Transportation Plan / Sustainable Communities Grant

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

Previous Work: Contract for the consultant doing this study, retained traffic engineering firm to work with community and District 9 staff, and started community outreach efforts.

Task Elements:

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

Expected Products:

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

Estimated Benchmarks: Community Outreach – Summer 2022, Community Engagement – Summer/Fall 2022, Draft and Final Plan – Winter of 2023, Grant Closeout – Winter 2023

Estimated Completion Date: February of 2023

Funding:

	Mammoth Lakes	Mono County
RPA (proposed)	\$	\$5,000
PRA 20/21	\$	\$18,798
RMRA	\$	\$145,089
	Total	\$163,887

400.2 ESTA Short Range Transit Plan & Coordinated Human Services Plan

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

Previous Work: This is a new work element. Consultant selected, and draft plan is under development.

Task Elements:

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

Expected Products:

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

Estimated Benchmarks: Project Initiation with consultant Spring 2022, Review of Existing Conditions, Public Outreach – Summer 2022, Security and Technology Report – Summer 2022, Alternatives Analysis & Coordinated Strategies – Summer / Fall 2022, Draft and Final Plan –Spring 2023, Grant Closeout – Summer 2023

Estimated Completion Date: Summer 2023

Funding:

	Mammoth Lakes	Mono County
RPA (proposed)		\$5,000
RPA 20/21		\$11,628
FTA 5304	\$	\$113,372
	Total	\$135,000

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 or allocated by the California Transportation Commission (CTC) without a current RTIP.

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

Task Elements:

- Coordinate with statewide, regional, and local planning agencies on future capital projects (such as: Freeman Gulch 2 & 3, North Conway Truck Climbing Lane, Wildlife Crossing on US 395)
- Coordinate with MOU partners on funding and revised MOU time frames when necessary
- Monitor 2021 Mid-Cycle STIP Cycle (CRRSSS) for any necessary amendments
- Develop programming needs and/or projects for the 2024 RTIP
- Monitor / amend the 2020 RTIP as necessary
- Identification of any 2024 RTIP needs

Expected Products:

- This is an ongoing project and applies to development of any amendments needed for the 2020, 2022 RTIP or prior projects
- Preliminary development of the 2024 RTIP

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: May 2023

Funding:

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

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, Benton Crossing Road Rehabilitation Project Phase 1 PSR and Eastside Lane Rehabilitation Project Phase 2 PSR.

Task Elements:

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

Expected Products:

- PIDs and PSRs development for 2021 Mid-Cycle and 2023 RTIP
- Other technical studies needed for project development
- BIL / IIJA project submittals

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: May/June 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM	\$20,000	\$20,000	\$40,000

Work Element 800—Regional Transportation Planning Series

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

800.1. Regional Transportation Planning

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

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

Task Elements:

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

Expected Products:

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

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: This is an annual work element

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA		\$6,500	\$6,500

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.

One of the critical assets is 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.

Previous work: Staff and Commission participation with YARTS on 2021 summer service (123 service days) and increase in annual in LTF funding (now \$40,000/yr). In conjunction with ESTA, conduct unmet transit and transportation needs with RPACs.

Task Elements:

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

Expected Products:

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

Estimated Benchmarks: Unmet Transit needs process January – June 2023, Consultation with YARTS, Annual STA/LTF allocations June 2023

Estimated Completion Date: June 2023

Funding:

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

900 Asset Management and Traffic Issues

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

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

At the core of this is a series of transportation and asset management datasets which contain information on a variety of elements which exist within the right of way and are managed as part of our overall transportation infrastructure. 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 re-occurring 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 in June Lake, on Crowley Lake Drive, Bento 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
- Conduct street parking management studies
- Perform studies such as: traffic volume, speed studies, turning movements, VMTs, and sight distance studies
- Conduct pedestrian / bike user counts

Expected Products:

- Various TOML studies (traffic volume, speed, turning movements, sight distance studies, VMT surveys and background data, and bike/ped counts)
- Updates to TOML VMT model as required by changes to the traffic network and as influenced by development
- Completed studies for various County roads

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2023

Funding:

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

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 account 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 any new equipment in 21/22.

Task Elements:

- Purchase additional Data Collection equipment and software if necessary
- Purchase required hardware for deployment and on-going monitoring
- Deployment, maintenance, and routine monitoring and analysis as necessary
- Purchase Srteetsaver software updates

Expected Products:

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

Estimated Benchmarks:

- Order additional trail counters and hardware for deployment – Summer 2022,
- Maintain, monitor, collect, and compile data to inform additional WE – Ongoing

Estimated Benchmarks: Order trail counters – Summer 2022, take delivery of trail counters in FY 2022/23

Estimated Completion Date: June of 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$5,000	\$9,000	\$14,000

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. These may include current pavement conditions (PASER ratings), ROWs, culverts, signs, traffic counts, alignment data, lane miles, etc.
- Coordinate / store regional agency data for traffic counts and traffic data collection
- Plan and identify locations for obtaining or improving road alignment data
- Integrate linear reference information and Autocad drone surveys into future projects
- Management and maintenance of joint TOML/County GIS database for web based public reporting of road safety hazards by location
- Import of reported traffic collision data and location into GIS
- Provide support to TOML and for County regarding transportation data base requests
- Streetsaver data collection, road assessments, ADA assessments and project prioritization

Expected Products:

- Updated transportation and attribute data to ensure accuracy of GIS and Autocad database
- 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
- Yearly PASER rating program on County roads
- Notification by public of location of road safety hazards

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2023

Funding:

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

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. The Town of Mammoth Lakes engaged a consultant to complete a PSR for storm drain work along John Muir and Davidson Roads. This work is ongoing and will most likely continue into 22/23

Task Elements:

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

Expected Products:

- John Muir/Davidson roads storm drain PSR
- 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 of 2023

Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM		\$20,000	\$20,000

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 22/23 daily air pollution data report

Estimated Completion Date: On-going work element

Funding:

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

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 with federal/state land managers and participating in community planning meetings to identify trails and multi-modal transportation needs and trends. Examples include Lower Rock Creek Trail (Inyo National Forest) and Buckeye Hot Springs (Humboldt Toiyabe National Forest) planning and coordination efforts for eventual maintenance / construction. *Note, only the planning efforts were billed to RPA funds, but these were significant projects with our federal partners.*

Mono County Planning and Public Works Divisions met 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.) Public Works Division also met with Community Service Area #1, the June Lake Citizens Advisory Committee, Mono Basin and Bridgeport RPACS, and U.S. Forest Service/BLM/CDFW 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. Mono County has supported Adventure Cycling Association pursuit of USBR 85 through Mono County as part of this WE.

Task Elements:

- Meet with community stakeholders, federal/state land-managers, and pertinent regulatory agencies (BLM, USFS, LADWP, CT, TOML, MLTPA, ESCOG, ESSRP and others)
- Conduct collection of GIS data and mapping to plan for future trail alignments
- Continue agency collaboration for trails planning and multi-modal accessibility including possible OHV connections (Combined Use Roads)
- Investigate and identify funding sources for trail projects
- Develop mapping and baseline data from WE 900.2 and WE 900.3
- **Develop and inventory wayfinding standards that inform WE 900.7 (Community Traffic Calming, Complete Streets and Design Standards)**
- Work with BLM, USFS, TOML, and MLR to ensure cohesive trail planning
- Develop a Regional Trails Plan for greater Long Valley area (CSA 1 trails and connectivity plan – Tom’s Place, Whitmore, to Sherwin Creek / Sawmill Cutoff Road)
- Continue work on North County Regional Trails Network – Bridgeport and Antelope Valleys (Combined Use Roads / OHV and the West Walker River/Mt Gate Planning effort)

- Support the Eastern Sierra Sustainable Recreation Partnership (ESSRP) efforts such as Trails to Towns
- Community outreach to coordinate OHV/OSV staging areas for summer/winter recreation needs and community access points in the region
- Future amendment(s) to adopted Bicycle Plan and or Trails Plan

Expected Products:

- Preliminary trail alignments for community “Towns to Trails” concepts and community/township connectivity (on-going)
- Combined Use demonstration or conceptual plan that would make OHV/OSV connections with communities and adjoining public lands
- Conceptual plan for the Walker Canyon (Mountain Gate Parkway) multi-modal (non-motorized) bicycle/pedestrian safe-access trail corridor
- Community/inter-agency outreach for summer/winter recreational access points
- Wayfinding standard inventory and development

Estimated Benchmarks: This is a multi-year work element. Preliminary trail alignments – Summer / Fall 2022, Towns to Trail effort Spring / Summer 2023

Estimated Completion Date: On going tasks

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,000	\$18,000	\$20,000

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

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.
- 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. This is in coordination with the June Lake Loop Active Transportation Plan / Sustainable Communities Planning Grant.
- Assess neighborhood & community issues, opportunities & constraints in the unincorporated area, with a focus on June Lake and main streets
- Coordination of wayfinding for vehicle access points and consistency with Manual on Uniform Traffic Control Devices (MUTCD)
- Community outreach

Expected Products:

- Traffic count updates, snow storage constraints for June Lake Village and SR 158
- Wayfinding and MUTCD sign implementation

Estimated Benchmarks:

Estimated Completion Date: September of 2023

Funding:

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

900.8 Mono County Public Works Projects

Purpose: Completion of various projects administered by the Mono County Public Works department. Projects include planning and coordination for regional trails and emergency access routes, modeling through the use of drone surveys (Autocad) and GIS, gathering data for speed surveys and Average Daily Traffic (ADT) counts, updating the Pavement Surface Evaluation and Rating (PASER) System, performing research and planning for the life cycle costs for pavement preservation treatments, tracking of yearly traffic accident data and collision rates for evaluation of roadway safety, and development of support software. With previous completion of Mono County's Local Road Safety Plan, required coordination with all 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.
- Mono County Pavement Management System has been developed. Collection of road PASER ratings has been on-going since 2017
- 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 PASER ratings.
- Completion of Mono County Local Road Safety Plan (LRSP) in support of state goal of reducing rural fatal and severe injury collisions
 - 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
- Continuing work on the Pavement Management System and PASER rating process.
- 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. 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
- Perform research and planning on the life cycle cost for pavement preservation and development of life cycle software for implementation
- Use of drone surveys for asset management products to be incorporated into WE 900.3
- Required engineering coordination and management of relevant trails and recreation projects, reports, and documents

Expected Products:

- Draft 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 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
- Determination of current traffic collision frequencies, collision rates, and collision severity on relevant county roads

Estimated Benchmarks: Draft emergency access routes completed in FY 2022-23

Estimated Completion Date: GIS map and Autocad files ongoing, Pavement Management System data updates ongoing, speed/traffic surveys ongoing, tracking of traffic collision data ongoing.

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	-	\$30,000	\$30,000

APPENDIX A OWP BILLING PROCEDURES

- 1) All costs need to be submitted by the 12th day of the month following the quarter end. Late submittals will not be included. The deadlines are:

 Quarter 1 = July 1 – Sept 30: Billing must be submitted by October 12
 Quarter 2 = October 1 – December 31: Billing must be submitted by January 13
 Quarter 3 = January 1 -March 31: Billings must be submitted by April 12
 Quarter 4 = April 1 – June 30: Billings must be submitted by July 14

- 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.

APPENDIX C BUDGET BREAKDOWN FOR 2022/23

Placeholder for Final 2022/23 Budget – draft budget on page 10

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

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

**MINUTE ORDER
MO 22-05**

Adoption of 2022/23 Overall Work Program

At the Mono County LTC meeting of May 9, 2022, it was moved by Commissioner _____ and seconded by Commissioner _____ to adopt the 2022/23 Overall Work Program (OWP), authorize staff to make any minor technical corrections, authorize Co-Executive Director to sign Overall Work Program Agreement (OWPA), and any Certifications and Assurances.

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Heidi Willson

c: Caltrans

Mono County Local Transportation Commission

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

LTC Staff Report

TO: Mono County Local Transportation Commission (LTC)

DATE: May 9, 2022

FROM: Gerry Le Francois, Co-Executive Director
Caltrans Staff

SUBJECT: Memorandum of Understanding (MOU) projects remaining on State Route (SR) 14/395 and successor agreement update

RECOMMENDATION

Provide any desired direction on the following: (1) Honoring repayment of funds to Inyo County LTC; (2) Repayment of funds to Mono County LTC, as per the standing MOU.

FISCAL IMPLICATIONS

A potential 80% funding gap for Kern County projects, and 50% funding gap for Inyo and Mono County projects.

ENVIRONMENTAL COMPLIANCE

Future projects require environmental compliance as a condition of project planning.

RTP/RTIP CONSISTENCY

All Regional Transportation Improvement Program (RTIP)/State Transportation Improvement Program (STIP) projects are required to be consistent with the Regional Transportation Plan (RTP).

DISCUSSION

Status of MOU projects on SR 14/395

Staff met with the Eastern California Transportation Planning Partnership (ECTPP) to discuss the limited availability of STIP/Interregional Transportation Improvement Program (ITIP) funds for existing Memorandum of Understanding (MOU) projects on the SR 14/US 395 corridor. The ECTPP is made up of Inyo County LTC, Kern Council of Governments (COG), Mono County LTC, and District 9. The funding split for the MOU projects was:

- 40% by County RTIP where the project is located,
- 40% by State Interregional Transportation Improvement Program (ITIP),
- 10% each by the two remaining County RTIPs.

The MOUs started in 1999 and were amended most recently in 2014. The current funding allocations and MOU are no longer feasible due to (1) State ITIP funding being reallocated to Greenhouse Gas (GHG) reduction projects, leaving a 40% funding gap; and (2) Kern COG pulling their funding, which leaves an 80% funding gap for the stated projects in Kern County. Staff is working on a successor agreement to complete the list of projects that have been identified in these MOUs (see Table 1) and provide repayment of funds that were advanced by Inyo and Mono counties. Three projects have yet to be completed: Freeman Gulch 2 & 3, and North Conway Truck Climbing Lane. The parties are

interested in completing the three remaining projects, but the timeframe on completion and funding is still unknown

Table 1: List of projects identified in MOUs

Projects	County	Status
Olancha Cartago	Inyo	Under construction
North Mojave	Kern	Completed
Mono Co project – High Point Curve	Mono	Completed via SHOPP
InyoKern	Kern	shelved
Freeman Gulch 1	Kern	Completed
Freeman Gulch 2	Kern	Planning & Environmental
Freeman Gulch 3	Kern	Planning & Environmental
North Conway Truck Climbing Lane	Mono	Planning Initiation Document

The three Regional Transportation Planning Agencies (RTPAs) recognize the previous MOU funding mechanism is not viable in 2022 due to the redirection of ITIP funding and loss of Kern COG contributions. Mono County LTC will need to determine whether supports honoring the commitment stated in the previous MOU: “Funds advanced shall be repaid during a future STIP cycle if the MOU is terminated.” Specifically, Inyo County LTC and Mono County LTC advanced funds (*approximately \$6.3 for Inyo and \$5.6 million for Mono*) for Freeman Gulch, which should be repaid by Kern COG through future STIP cycles.

LTC Recommendation

At the last LTC meeting, the Commission directed staff to provide a recommendation. However, the decision is largely political and therefore while staff can provide an analysis of options and consequences, no policy direction exists for staff to formulate a recommendation. The following options analysis is therefore provided to the Commission:

(1) Repayment to Inyo County LTC.

This is a priority given that projects are being delayed due to lack of funds created by this past advancement of funds.

Staff recommends honoring the commitment to repay Inyo County LTC.

(2) Repayment to Mono County LTC

a) Option 1: Do not seek repayment.

Projects completed under the MOU were a benefit to all counties involved, including Mono County. Relationships with other MOU members are kept in good standing. There is no timeline or guarantee that the MOU would be honored at a future date and that funds would be repaid.

b) Option 2: Seek repayment of funds.

Kern COG would need to be willing to sign a Successor MOU stipulating repayment or the Commission would need to be willing to enforce the current MOU. Even if the Successor MOU were signed, there’s no guarantee when Mono County would receive the funds, or if repayment would occur without legal action. Kern COG has represented that they are currently overspent due to project cost overruns. Staff and monetary resources could be significant if extensive negotiation or litigation is required, along with negative impacts to relationships. If Kern COG declines to sign the Successor MOU, Mono County LTC could request that Kern COG attend a future meeting to have a direct conversation about their obligation.

Mono County Local Transportation Commission

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800 phone, 924-1801 fax
monocounty.ca.gov

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420 phone, 932-5431 fax

Staff Report

May 9, 2022

TO: Mono County Local Transportation Commission

FROM: Michael Draper, Mono County Community Development Analyst

SUBJECT: 2022 Unmet Transit Needs

RECOMMENDATION: Adopt Resolution R22-04 making findings that there are unmet transit needs, and certain needs are reasonable to meet.

FISCAL IMPLICATIONS: Cost neutral.

ENVIRONMENTAL COMPLIANCE: N/A

POLICY CONSISTENCY: Consistent with State law requirements for the unmet transit needs process (PUC §99401.5) and the annual public hearing for the citizen participation (PUC §99238).

DISCUSSION:

Prior to this meeting, the Mono County LTC and the Social Services Transportation Advisory Council (SSTAC) held a joint public hearing at the LTC's regular meeting on April 11, 2022, as required by State law to meet the Citizen Participation Process and the unmet needs process. As authorized by Gov. Newsom's Executive Orders, N-25-20 and N-29-20, the meeting was held remotely by livecast where members of the public had the right to observe and offer public comment. Public notices of these hearings were published in accordance with state law in local newspapers, and flyers printed in both Spanish and English were posted in Mono County offices.

The public hearing was 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. This public hearing was also required prior to the LTC allocating any funds not directly related to public transportation services, specialized transportation services, or facilities provided for the exclusive use of pedestrians and bicycles. The hearing is an opportunity to solicit comments on unmet transit needs that may exist within Mono County and may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.

Throughout March and April 2022, The Eastern Sierra Transit Authority, in its role as the Consolidated Transportation Services Agency (CTSA) for Mono County and LTC staff, attended Regional Planning Advisory Committee (RPAC) or community meetings in Antelope Valley, Bridgeport, Mono Basin, June Lake, and Long Valley to receive public input. An additional hearing was conducted at the Town of Mammoth Lake's Planning and Economic Development

Commission (PEDC) meeting on April 13 to solicit input from residents of the Town of Mammoth Lakes.

Public comments received through the CTSA's outreach and the LTC and SSTAC public hearing are summarized in Attachment #3 to evaluate whether they are unmet needs, and whether they are reasonable to meet. Because this process also collects general comments on transit, the last column in the matrix offers actions and/or solutions to address all concerns raised.

ATTACHMENTS

1. Resolution R22-04
2. LTC Resolution 98-01 defining "unmet transit needs" and "reasonable to meet."
3. Summary and analysis of public transit requests for fiscal year 2022-23.

RESOLUTION R22-01
A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION
MAKING FINDINGS REGARDING "REASONABLE TO MEET"
AND "UNMET TRANSIT NEEDS"

WHEREAS, the Mono County Local Transportation (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

WHEREAS, the MCLTC held an unmet needs hearing, and in keeping with Public Utilities Code Section 99401.5, the MCLTC has considered the size and location of identifiable groups likely to be dependent upon public or transit disadvantaged, has analyzed the adequacy of existing public transportation services, and potential alternative transportation services that would meet all or part of the transit demand; and

WHEREAS, MCLTC has received and considered public testimony on "whether or not there are unmet needs in Mono County" at an April 11, 2022, public hearing in Mono County jointly held with the Social Services Transit Advisory Council; and

WHEREAS, the MCLTC has previously defined the terms "unmet transit needs" and "reasonable to meet" by resolution; and

WHEREAS, the following table summarizes the commission's determinations regarding conformance of unmet need transit requests with MCLTC definitions of unmet transit needs and reasonable to meet:

QUALIFYING UNMET NEED		
Transit Request	Unmet Need	Reasonable to Meet
1. Continue to provide service to Aspen Village. (Two individuals made this request separately)	Yes, service is provided within ¼ mile of Aspen Village, but direct service is being considered.	Yes, once a proper turnaround for the bus is established. There is significant capital expense involved, but a solution by 2022 summers end is planned.
NOT CONSIDERED TO BE AN UNMET NEED		
Transit Request	Unmet Need	Reasonable to Meet
2. 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.
3. Provide greater capacity on busses to carry bicycles.	No, capacity is provided.	No, maximum capacity is already achieved, and additional capacity is operationally infeasible.
4. The June Lake Loop is underserved by transit services.	No, June Lake has once a week service. This service is mostly unused.	No, already provided.
5. Weekend visitation in June Lake causes traffic congestion and	No, Not transit related	No, not transit related.

parking issues – there is not enough parking to support the visitors.		
6. Extend hours of the Mammoth Lakes’ Purple line once a week	Yes	No, not at this time. Expanded service is operationally infeasible due to driver shortages.
7. Provide clarity on Mammoth Lakes trollies that wheelchair lifts are installed on trollies and assistance can be provided when needed	ESTA website states, “all ESTA vehicles are accessible”	No, service is already provided.
8. Provide weekend service between Bishop and Mammoth Lakes	Yes	No, operationally infeasible due to driver shortages and unless additional funding is acquired; ESTA is applying for funding.
9. Request to ensure service continues until end of scheduled service. States last bus does not always finish route	No, this is an operational issue, not a lack of service issue.	N/A

NOW, THEREFORE, BE IT RESOLVED, the MCLTC finds there is an unmet need that is reasonable to meet in Mono County.

PASSED AND ADOPTED this 9th day of May 2022, by the following vote:

- Ayes:
- Noes:
- Abstain:
- Absent:

John Wentworth, Chair
Mono County Local Transportation Commission

ATTEST:

Heidi Willson, Secretary

Approved as to form:

Stacey Simon, County Counsel

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 1st day of June, 1998 by the following Commission:

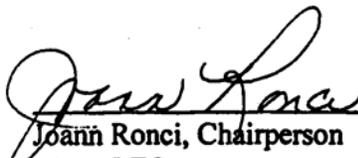
Ayes: Ronci, Hunt, Cage, Eastman, Inwood, Rowan.

Noes:

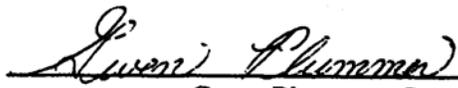
Absent:

Abstain:

Attest:



 Joann Ronci, Chairperson
 Mono LTC



 Gwen Plummer, Secretary
 Mono LTC

SUMMARY AND ANALYSIS OF PUBLIC TRANSIT REQUESTS FOR FISCAL YEAR 2022-23

QUALIFYING UNMET NEEDS

	Request	Unmet Need	Reasonable to Meet/Explanation	Costs/Actions/Solutions
1.	Continue to provide service to Aspen Village. (Two individuals made this request separately)	Yes, service is provided within ¼ mile of Aspen Village, but direct service is being considered.	Yes, once a proper turnaround for the bus is established. There is significant capital expense involved, but a solution by 2022 summers end is planned.	There is significant capital expense involved, but a solution by summers end is planned.

NOT CONSIDERED TO BE AN UNMET NEED

	Request	Unmet Need	Reasonable to Meet/Explanation	Costs/Actions/Solutions
2.	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	N/A
3.	Provide greater capacity on busses to carry bicycles.	No, capacity is provided.	No, maximum capacity is already achieved, and additional capacity is operationally infeasible.	N/A
4.	The June Lake Loop is underserved by transit services.	No, June Lake has once a week service. This service is mostly unused.	No, already provided	N/A
5.	Weekend visitation in June Lake causes traffic congestion and parking issues – there is not enough parking to support the visitors.	No, Not transit related	No, not transit related	N/A
6.	Extend hours of the Mammoth Lakes' Purple line once a week	yes	No, not at this time. Expanded service is operationally infeasible due to driver shortages.	Address this next year if conditions improve.
7.	Provide clarity on Mammoth Lakes trollies that wheelchair lifts are installed on trollies and assistance can be provided when needed.	ESTA website states, "all ESTA vehicles are accessible"	No, already provided	N/A

8.	Provide weekend service between Bishop and Mammoth Lakes	yes	No, operationally infeasible due to driver shortages and unless additional funding is acquired; ESTA is applying for funding.	Complete next years' FTA 5311(f) grant application to include this service
9.	Request to ensure service continues until end of scheduled service. States last bus does not always finish route.	No, this is an operational issue, not a lack of service issue.	N/A	N/A

District 9

2022 Construction Mono County

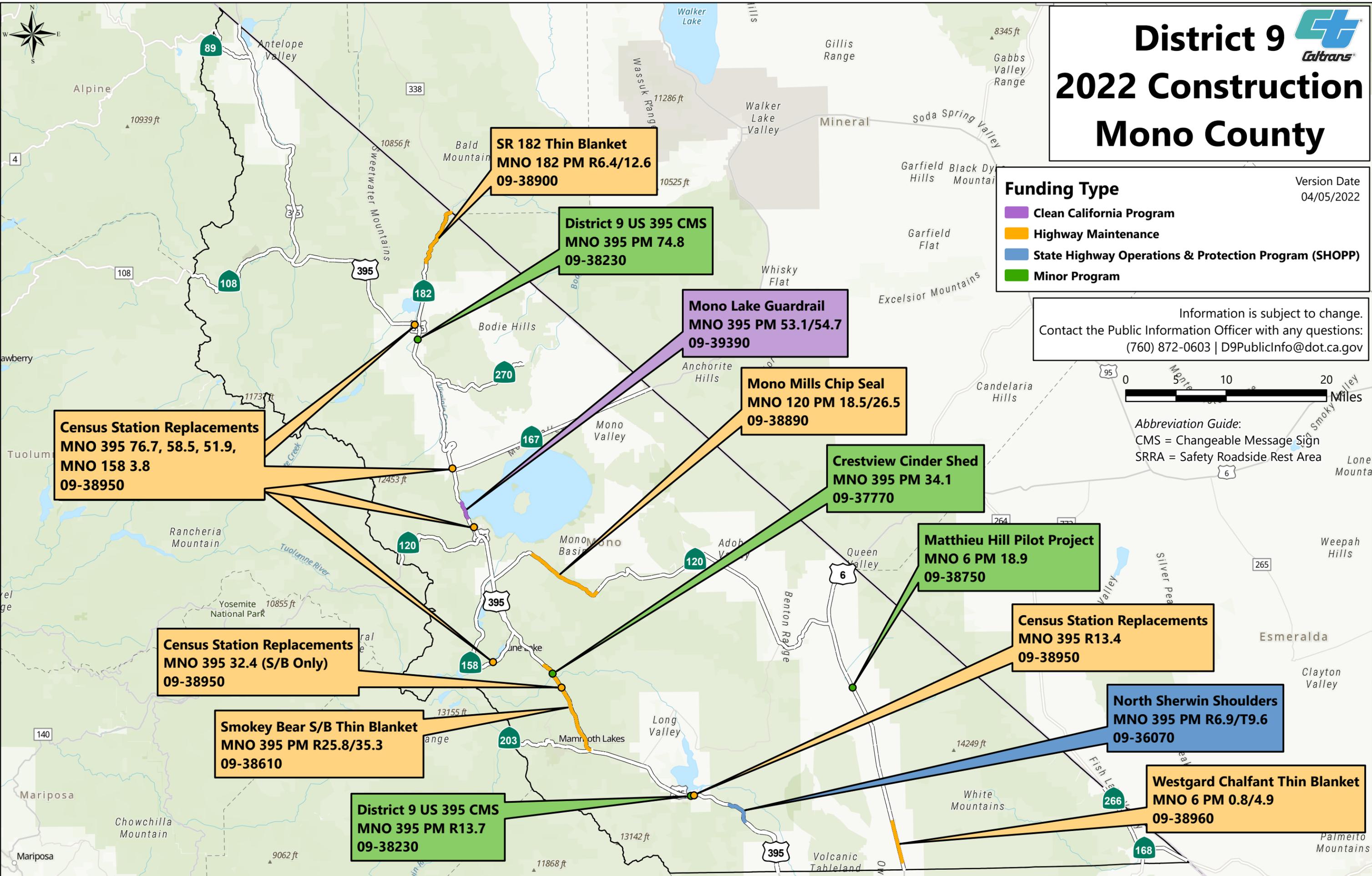
Funding Type Version Date
04/05/2022

- Clean California Program
- Highway Maintenance
- State Highway Operations & Protection Program (SHOPP)
- Minor Program

Information is subject to change.
Contact the Public Information Officer with any questions:
(760) 872-0603 | D9PublicInfo@dot.ca.gov



Abbreviation Guide:
CMS = Changeable Message Sign
SRRA = Safety Roadside Rest Area



SR 182 Thin Blanket
MNO 182 PM R6.4/12.6
09-38900

District 9 US 395 CMS
MNO 395 PM 74.8
09-38230

Mono Lake Guardrail
MNO 395 PM 53.1/54.7
09-39390

Mono Mills Chip Seal
MNO 120 PM 18.5/26.5
09-38890

Census Station Replacements
MNO 395 76.7, 58.5, 51.9,
MNO 158 3.8
09-38950

Crestview Cinder Shed
MNO 395 PM 34.1
09-37770

Matthieu Hill Pilot Project
MNO 6 PM 18.9
09-38750

Census Station Replacements
MNO 395 32.4 (S/B Only)
09-38950

Census Station Replacements
MNO 395 R13.4
09-38950

Smokey Bear S/B Thin Blanket
MNO 395 PM R25.8/35.3
09-38610

North Sherwin Shoulders
MNO 395 PM R6.9/T9.6
09-36070

District 9 US 395 CMS
MNO 395 PM R13.7
09-38230

Westgard Chalfant Thin Blanket
MNO 6 PM 0.8/4.9
09-38960

STAFF REPORT

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

Recruitment

ESTA's is fully staffed on the administrative front. Bus drivers are the only position needed. Summer recruitment is underway.

Service

The Snow Creek bus stop near Snow Creek Athletic Club was closed due to construction. A temporary turnaround at the Fire Station is being used until a permanent turnaround can be built.

Ridership

Unsurprisingly, overall ridership increased in February compared to last year. Compared to pre-Covid, February was still 34% down. Of note, are Lifeline services Benton and Walker DAR which have not recovered since Covid.

February Ridership Report					
Route	Pre-Covid 2019	Covid 2021	Current 2022	Change Current vs. Last year	% Change Current vs Pre-Covid
BEN	33.00	3.00	0.00	-3	-100.00%
BISDAR	3,279.00	1,957.00	2,112.00	155	-35.59%
BPTCAR	14.00	4.00	20.00	16	42.86%
LANC	378.00	172.00	317.00	145	-16.14%
LP/BIS	174.00	197.00	146.00	-51	-16.09%
LPDAR	331.00	317.00	372.00	55	12.39%
MAMFR	27,317.00	6,917.00	16,280.00	9,363	-40.40%
MDAR	309.00	127.00	185.00	58	-40.13%
MMSA	108,157.00	47,820.00	72,116.00	24,296	-33.32%
MXP	446.00	215.00	515.00	300	15.47%
NRIDER	300.00	80.00	241.00	161	-19.67%
RENO	408.00	353.00	566.00	213	38.73%
WLK	94.00	9.00	0.00	-9	-100.00%
Total	141,240	58,171	92,870	34,699	-34%

The chart below shows the ridership by month since pre-Covid.



Vehicles

We are awaiting the arrival of twelve new vehicles:

- Three 22-foot Ford E450's (May 2022)
- Four 35-foot Freightliners (2023)
- Two 38-foot Freightliners (2023)
- Two Trolleys (One bought by the Town) (December 2022)
- One Ford Transit electric van (June 2022)

These vehicles will have a positive impact on driver comfort, reliability, and maintenance. Consequently, ESTA will have several buses to sell or give away.

Security

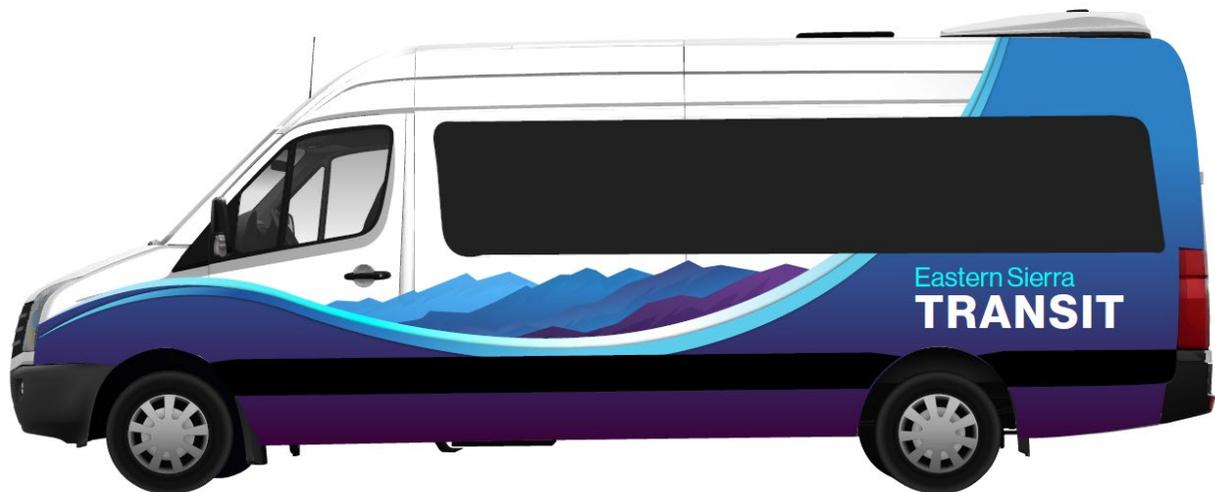
The Bishop office will receive security cameras. Investment in tools, and increased foot traffic from the commercialization of the airport requires improved security and deterrence.

Maintenance

We continue to improve our light maintenance capabilities with additional tools and planned electrification of the conex containers in the Bishop bus yard.

Brand

A local graphics designer, Keri Davis, has re-designed ESTA's vehicles and bus stop signs. The new vehicles mentioned above will have the new decals.



The new bus stop sign will appear at all ESTA stops:



Finance

ESTA's financial position is stable at the moment. The final third of the year will give us a glimpse into FY22-23. The rising cost of fuel, parts, and labor, coupled with employee shortages will make balancing the budget difficult next year. Regardless, reserves remain strong, and there is no reason for concern. A conservative approach is called for as we face uncertain economic events in the coming years. This means limiting service expansion and staying within budget as much as possible.

Mono County Local Transportation Commission

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800 phone, 924-1801 fax
monocounty.ca.gov

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420 phone, 932-5431 fax

LTC Staff Report

TO: Mono County Local Transportation Commission

DATE: May 9, 2022

FROM: Chad Senior, Associate Engineer

SUBJECT: Update on Mono County Transportation Projects

RECOMMENDATIONS: Receive quarterly update from Mono County regarding status of transportation projects.

FISCAL IMPLICATIONS: n/a

ENVIRONMENTAL COMPLIANCE: Environmental compliance is determined during appropriate component of project development on a project-by-project basis.

RTP / RTIP CONSISTENCY: These projects are programmed in previous and current STIP cycles and under Mono County's 5-year Capital Improvement Program. Consistency with the RTP/RTIP was established at time of programming.

DISCUSSION:

Status of current projects.

Project Construction

PROJECT	DESIGN FEATURES	STATUS
Upper Rock Creek Road Drainage Repairs (RMRA Funding)	Repair damaged pavement due to roadside drainage issues. Install drainage corrective measures.	Road surface repairs complete and additional drainage structures installed. Monitoring of drainage is on-going.
June Lake Village Pedestrian Safety Project (RMRA Funding)	Apply traffic safety / calming measures within the June Lake Village to provide for pedestrian and traffic safety.	Installation of safety improvements in-progress. Speed feedback signs and speed limit signs installed.
Long Valley Streets Project (STIP, State-Only Funding)	This project will rehabilitate existing pavement on the following roads: Substation Road, Meadow View Drive, Lake Manor Place, Aspen Terrace, Delta Drive, Hilton Creek Drive, Hilton Creek Place, Crowley Lake Circle, Elderberry Lane, Placer Road (portion), Pearson Road (portion), Wildrose Drive, Sierra Springs Road, Sunny Slopes Road, Montana Road, Foothill Road, and the westerly portion of Mountain View Drive.	Construction is tentatively scheduled to begin June 2022.
Benton Crossing Road Safety Assessment – Wild Willy’s Access Road Realignment (Joint Project with BLM)	Realignment of Wild Willy’s Hot Springs Access Road and construction of off-street dirt parking area.	Safety Assessment completed by Mono County. Coordinating with BLM for construction by Road Department and BLM in July 2022.
2022 Pavement Preservation Project (RMRA Funding)	Pavement preservation treatment on Upper Rock Creek Road and Convict Lake Road.	Engineering in-progress. Construction planned for late summer 2022.
Mono County Systemic Safety Curve Signage Project (HSIP)	Installation / upgrade of curve warning signs throughout the county. Installation of curve chevron signs at relevant curve locations. Upgrade existing sign reflectivity. Roads include Lower Rock Creek Rd, Benton Crossing Rd, Convict Lake Rd, Twin Lakes Rd, and Lundy Lake Rd.	Environmental and ROW phases complete. Engineering in-progress. Construction planned for fall 2022 or spring 2023

PROJECT	DESIGN FEATURES	STATUS
Mono County Right-Edgeline Project (HSIP)	Restore right-edgeline paint striping on the northerly portion of Lower Rock Creek Road, easterly portion of Benton Crossing Road, North Shore Dr, Topaz Lane, and Eastside Lane (south of Larson Lane).	Environmental and ROW phases complete. Engineering in-progress. Construction planned for fall 2022 or spring 2023
County-Wide Crack Sealing (RMRA Funding)	Road Department annual maintenance of County roads.	On-going yearly.

Other Upcoming Projects In-Progress

PROJECT	DESIGN FEATURES	STATUS
Mono County Guardrail Replacement Project Phase 1 (HSIP)	Upgrade of existing guardrail at select locations throughout the county including portions of Benton Crossing Rd, Lower Rock Creek Rd, Twin Lakes Rd, Virginia Lakes Rd, and Gull Lake Rd.	Environmental and ROW phases complete. Engineering in-progress. Construction expected in summer/fall 2023.
Eastside Lane Rehabilitation Project Phase 2 (STIP, Federal Funding)	Rehabilitation of Eastside Lane from Hwy 395 to Offal Road and from Cunningham Lane to Topaz Lane.	NEPA environmental compliance in-progress.
Saddlebag Lake Road Project (FLAP with local match)	Road and drainage improvements to provide full-width paved roadway to Saddlebag Lake.	Project Scoping in-progress. On-site Project Scoping Meeting scheduled for June 28, 2022.