



INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q
INDEPENDENCE, CA 93526
PHONE: (760) 878-0201
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Michael Errante
Executive Director

Mr. Mark Heckman
Caltrans District 9
500 South Main Street
Bishop, CA 93514

Dear Mr. Heckman

This letter is to request approval of Amendment #1 to the Overall Work Plan of the Inyo County Local Transportation Commission. On November 17th, the Commission approved a resolution to amend the OWP by allocating prior year carry over of \$55,268.66 to the following work elements:

- Increase OWP work element 400.1 by \$20,000 to conduct project study reports for three road rehabilitation projects: Horseshoe Meadows Road, Old Spanish Trail, and Upper Rock Creek Road. Refer to pages 27 and 28 of the OWP.
- Increase OWP work element 400.1 by \$7,634.33 in anticipation of increased staff time in the current development of the LRSP. Refer to pages 27 and 28 of the OWP.
- Increase OWP work element 500.1 by \$7,634.33 634 in anticipation of increased staff time in the current development of the RTP. Refer to pages 30-32 of the OWP.
- Increase OWP work element 600.1 by \$20,000 to cover increased staff time to integrate GIS into the Pavement Management System. Refer to pages 33 and 34 of the OWP.

Enclosed with this request is a staff report to the Commission explaining the rationale for the amendment, the Commission's approved Resolution No. 2021-14, the updated Funding Source and Expenditure Summary, and the affected pages of the OWP.

Sincerely,


Justine Kokx
Transportation Planner
760-878-0202
jkokx@inyocounty.us

OVERALL WORK PROGRAM AGREEMENT (OWPA) for
MPO/RTPA NAME

FY: 2021-2022 OWP Board Approval Date: 6/16/2021 Amendment #: 1

1. The undersigned signatory hereby commits to complete this Fiscal Year (FY) the Annual Overall Work Program (OWP), which has been approved by the Department of Transportation (Caltrans), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and is attached as part of this OWPA.
2. All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA) that was executed January 1, 2015 through December 31, 2024 with Caltrans are incorporated by reference as part of this OWPA for this FY.
3. Match amounts, sources, and eligibility for Regional Transportation Planning Funds listed below, must be in compliance with Federal, State, or contractually agreed upon requirements.
4. Subject to the availability of funds this FY OWPA funds encumbered by Caltrans include, but may not exceed, the following:

Funding Source	MIN Required Match %	CURRENT FY Allocated Programmed Amount	CARRYOVER Programmed Amount	Toll Credit Match	Local/In-Kind Match	TOTAL Estimated Expenditures
** FHWA PL (Toll Credit)	11.47%	\$230,000.00	\$55,268.66			\$285,268.66
** FHWA PL (Local/In-kind Match)	11.47%					\$0.00
* FTA 5303 (Toll Credit Match)	11.47%					\$0.00
* FTA 5303 (Local/In-kind Match)	11.47%					\$0.00
* FTA 5304	11.47%					\$0.00
** FHWA SPR	20.00%					\$0.00
RPA	0.00%					\$0.00
RPA Grants	0.00%					\$0.00
SHA Grants	11.47%					\$0.00
SB1 Formula & Competitive	11.47%					\$0.00
PTA Adaptation	11.47%					\$0.00
Total Programmed Amount		\$230,000.00	\$55,268.66	\$0.00	\$0.00	\$285,268.66

Agency Certification of Programmed Funds	
The Agency certifies that programmed amounts are representative of eligible and approved activities. Any expenses in excess of available and programmed funds will be borne solely by the agency.	
	1/31/2022
Authorized Signature	Date
Michael Errante	
Printed Name and Title	

District Approval of Programmed Funds	
The District has reviewed and approves the OWPA as submitted. Programmed amounts are representative of eligible and approved activities and is consistent with all obligations as approved in the OWP.	
Authorized Signature	Date
Printed Name and Title	

(HQ Department of Transportation Use Only)			
The total amount of all funds encumbered by this document are: \$ _____			
Fund Title: _____	Item: _____	Chapter Statute: _____	Fiscal Year: _____
Encumbrance Details:			
Acct Line #	Project ID#	Amount \$	Encumbrance Doc (Contract) Number

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and expenditure purpose stated above.

 Signature of Department of Transportation Resources/Accounting Officer

 Date



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Michael Errante
Executive Director

STAFF REPORT

MEETING: November 17, 2021
PREPARED BY: Justine Kokx, Transportation Planner
SUBJECT: Action Item No. 6

Action Item

Request that your Commission approve Resolution No. 2021-14 to amend the Overall Work Program (OWP) for the 2021/2022 Fiscal Year; and authorize the Executive Director to complete paperwork necessary to conduct this amendment. This amendment will revise the Expenditure Summary Table and the cost amount for three work elements to reflect the carryover of \$55,268.66 from FY 2020-2021 into FY 2021-2022.

Discussion

In FY 2020-2021, the Inyo County Local Transportation Commission did not expend all of the Rural Planning Assistance funds. The LTC is allowed to carry over unexpended RPA revenue (no more than 25%) into a future fiscal year once certain conditions are met. This requires an amendment to the OWP expenditure amount. This OWP amendment will formalize the carryover of \$55,268.66 into the current fiscal year. Caltrans District 9 staff has been contacted and concurs with the amendment.

Recommended Action

Staff is requesting authorization to amend the OWP Work Element 400.1 by \$27,634 to include \$20,000 for project study report(s) (PSR's) for the candidate projects identified by your Commission in Item No. 6 of the October 20, 2021 LTC meeting; Upper Horseshoe Meadows Road, Old Spanish Trail, and Upper Rock Creek Road. The remaining \$7,634 is recommended to be added to the Work Element 400.1 in anticipation of increased staff time in the development of the LRSP.

Staff recommends adding \$7,635 into Work Element 500.1 in anticipation of increased staff time in the update of the 2023 RTP.

Staff recommends adding \$20,000 to Work Element 600.1 to augment the data collection and analysis of the Pavement Management System and to implement the integration of GIS into the program, thereby enhancing the usefulness of the data.

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION
2021/2022 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY**

WORK ELEMENT		FUNDING SOURCE				TOTAL
Number	Description	RPA	Amendment #1 RPA R/O \$55,268.66	LTF	PPM	
100.1	Compliance and Oversight	\$ 90,000				\$ 90,000
110.1	Overall Work Program	\$ 20,000				\$ 20,000
200.1	Regional Transportation Improvement Program	\$ 10,000				\$ 10,000
300.1	Administer Transit			\$ 76,973		\$ 76,973
310.1	Coordinate Transit Services			\$ 10,000		\$ 10,000
400.1	Project Development & Monitoring	\$ 45,000	\$ 27,634			\$ 72,634
500.1	Regional Transportation Plan Coordination & Regional Planning	\$ 45,000	\$ 7,634			\$ 52,634
600.1	PMP/GIS	\$ 20,000	\$ 20,000			\$ 40,000
700.1	Planning, Programming, & Monitoring				\$ 100,000	\$ 100,000
	TOTALS	\$ 230,000	\$ 55,268.66	\$ 86,973	\$ 100,000	\$ 472,242
		2021 R/O \$55,268.66	\$ 285,268.66			

Attachments: Resolution No. 2021-14
Agreement with Caltrans stating amount of carryover

RESOLUTION No. 2021 – 14

INYO COUNTY LOCAL TRANSPORTATION COMMISSION
(Hereinafter referred to as the ICLTC)

A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE ICLTC OVERALL WORK PROGRAM
(Hereinafter referred to as the OWP)
FOR THE 2021/2022 FISCAL YEAR

WHEREAS, the ICLTC is the designated transportation planning agency for Inyo County pursuant to Section 29535 of the Government Code and Action of the Secretary for Business, Transportation and Housing, and as such, prepares an annual OWP; and

WHEREAS, said OWP is executed and secured by an Overall Work Program Agreement, with the ICLTC and Caltrans as signatory participants; and

WHEREAS, the purpose of the OWP is to serve as a work plan to guide and manage the work of the ICLTC, identify transportation planning activities and products occurring in the region and to act as the general agreement by which Caltrans planning funds will be transferred to Inyo County to fund activities and products developed by the ICLTC. As such, the OWP identifies specific tasks, measurable products and completion date or dates for each Work Element; and

WHEREAS, the OWP and the process for its implementation shall be in compliance with the program guidelines established by the California Department of Transportation (hereinafter referred to as Caltrans), which specifically provide for adjustment of the OWP; and

WHEREAS, this OWP Amendment will carryover \$55,268.66 from FY 2020-2021 into the FY 2021-2022 OWP to be shown in the different work elements and expenditure summary table.

NOW, THEREFORE, BE IT RESOLVED, that the Inyo County Local Transportation Commission approves Amendment No. 1 to the Inyo County Local Transportation Commission Overall Work Program for the 2021/2022 Fiscal Year; and

BE IT FURTHER RESOLVED, that the Inyo County Local Transportation Commission Executive Director is authorized to complete all paperwork necessary to complete this amendment.

Passed and adopted this 17th day of November, 2021, by the following vote:

Ayes:	<u>5</u>
Noes:	<u>0</u>
Abstentions:	<u>0</u>
Absent:	<u>1</u>



Executive Director, Inyo County Local Transportation Commission

Attest:



Secretary, Inyo County Local Transportation Commission

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION
2021/2022 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY**

WORK ELEMENT		FUNDING SOURCE				TOTAL
Number	Description	RPA	Amendment #1 RPA R/O \$55,268.66	LTF	PPM	
100.1	Compliance and Oversight	\$ 90,000				\$ 90,000
110.1	Overall Work Program	\$ 20,000				\$ 20,000
200.1	Regional Transportation Improvement Program	\$ 10,000				\$ 10,000
300.1	Administer Transit			\$ 76,973		\$ 76,973
310.1	Coordinate Transit Services			\$ 10,000		\$ 10,000
400.1	Project Development & Monitoring	\$ 45,000	\$ 27,634.33			\$ 72,634
500.1	Regional Transportation Plan Coordination & Regional Planning	\$ 45,000	\$ 7,634.33			\$ 52,634
600.1	PMP/GIS	\$ 20,000	\$ 20,000			\$ 40,000
700.1	Planning, Programming, & Monitoring				\$ 100,000	\$ 100,000
	TOTALS	\$ 230,000	\$ 55,268.66	\$ 86,973	\$ 100,000	\$ 472,242

2021 R/O \$55,268.66

\$ 285,268.66

WORK ELEMENT 400.1

Title: 400.1 - Project Development & Monitoring

Purpose: With Inyo County, City of Bishop, and Caltrans; Implement goals set in the RTP. Reprioritize identified projects as appropriate. Assist with the visioning of local projects, including the review and preparation of planning documents. Prepare RTIP & ITIP funding requests, STIP amendments, and other CTC documents. In conjunction with Caltrans, monitor the progress of State projects on US 395 and other state roads as well as develop grant applications to win funding for prioritized projects.

Previous Work (from FY 2020/2021): A) Attended LRSP training. B) Coordinated with Caltrans in planning of three future sidewalk and road projects in Lone Pine. C) Participated in Zoom meetings for Lone Pine US395 Visioning. D) Continued to monitor and develop local road projects. E) Provided continuing input on the Olancho-Cartago Four Lane Expressway project and proposed relinquishment of Caltrans Rights of Way. F) Engaged County and City on future PSR needs. G) Participated in FAA Regional Coordination Meeting as it pertains to Bishop Airport seeking commercial air service and future ground transportation impacts.

Products: Submit requests for funding. Apply for grants as available and through coordination and outreach identify potential new projects for inclusion in the next RTP. Submit new 2021 RTIP and participate in the 2022 STIP development process. Develop a Local Road Safety Plan. Participate in discussions of Bishop Airport ground transportation needs.

Methods/Tasks (for FY 2021/2022):

1. Remain involved in the development and the allocation of funds for transportation planning-specific programs included in various funding programs such as: MAP-21 / FAST Act; Senate Bill 1, Road Repair and Accountability Act of 2017, Active Transportation Program, Sustainable Communities, Highway Safety Improvement Program.
2. Assist with planning, CEQA and/or NEPA review of local projects and Caltrans projects to ensure consistency and compliance with regional planning documents. This task will not involve any site-specific environmental survey.
3. Ensure that safety and security are considered in the planning and selection of alternatives for proposed local and Caltrans projects.
4. Coordinate Statewide Integrated Traffic Records System (SWITRS) and other collision databases from local law enforcement agencies (CHP, Inyo County Sheriff, and Bishop Police) to identify, prioritize and incorporate safety considerations into the planning of transportation projects.

5. Review data from local law enforcement and resource management agencies to identify, prioritize and incorporate measures into planning for transportation projects involving wildlife movement and related traffic safety.
6. Participate and sponsor planning activities related to access and circulation at the Bishop Airport.
7. Participate in public meetings and transportation studies to identify appropriate local projects to address local and regional transportation problems.
8. The ICLTC shall use performance measures in the evaluation and selection of future planning projects.
9. Coordinate and consult with the five Tribal Governments.
10. Review the Pedestrian Facilities Inventory of County, City, and Tribal Government roadways and pursuant to the Americans with Disabilities Act. Prioritize projects and search for appropriate funding.
11. Update the County and City-wide Active Transportation Plan if necessary. Continue to identify potential bicycle and pedestrian projects.
12. Coordinate with Caltrans, California Highway Patrol, and Inyo County Sheriff to focus on safety in public outreach and paying special notice to fatal and severe injury collisions.
13. Utilize Local Road Safety Plan (LRSP) Grant and provide 10% matching funds for grant (\$72,000 plus \$8,000 match). This grant will allow a planning process to identify safety projects, road improvements and contribute to the development and validation of additions to the RTP, ATP, HSIP, RTIP, ITIP & SHOPP proposals . Grant and match may extend over two fiscal years.
14. Participate in Caltrans "Lone Pine Visioning Committee"

Work Element 400.1 Funding Sources:

Rural Planning Assistance fund	\$45,000
	Total \$45,000

Work Element 400.1 Delivery Timetable						
Task No.	Description	Funds	7/1/21 to 9/30/21	10/1/21 to 12/31/21	1/1/22 to 3/31/22	4/1/22 to 6/30/22
1	Pursue grant funds	RPA	As needed	As needed	As needed	As needed
2	Assist with environmental review	RPA	As needed	As needed	As needed	As needed
3	Safety and security	RPA	Yes	Yes	Yes	Yes
4	Law enforcement safety	RPA	Yes	Yes	Yes	Yes
5	Law enforcement data	RPA	Yes	Yes	Yes	Yes
6	Access to airport	RPA	Yes	Yes	Yes	Yes
7	Address problems	RPA	As needed	As needed	As needed	As needed
8	Performance measures	RPA	Yes	Yes	Yes	Yes
9	Coordinate and Consult	RPA	Yes	Yes	Yes	Yes
10	Pedestrian Facilities Inventory	RPA	Yes	Yes	Yes	Yes
11	Update Active Transportation Plan	RPA	As needed	As needed	As needed	As needed
12	Safety Public Outreach	RPA	Yes	Yes	Yes	Yes
13	LRSP Development	RPA	Yes	Yes	Yes	Yes
14	Lone Pine Visioning Plan	RPA	Yes	Yes	Yes	Yes

WORK ELEMENT 500.1

Title: Regional Transportation Plan (RTP) - Coordination & Regional Planning

Purpose: To develop the overall Regional Transportation Plan and provide oversight, coordination and community engagement in regional planning and transportation issues. Inyo County is geographical diverse and serves as a strategic corridor. Significant aligned and competing interests via for transportation funding that will be prioritized within the RTP. ICLTC strives within this work element to identify stakeholders and engage in a cooperative process to ensure that the RTP best represents the interest of the population and constituency of Inyo County.

Previous Work: a) Monitor implementation of the Inyo County Regional Transportation Plan 2019. b) Monitor issues discussed by the Rural Counties Task Force. c) Coordinate with Mono County on potential renewal of Tri-County MOU. d) Regular maintenance of the ICLTC website at www.inyoltc.org.

Products: Regional Transportation Plan (RTP), Tri-County MOU Extension, AB-628 Implementation, Re-Vitalize Communication with Tribal Governments

Methods/Tasks (for 2021/2022 FY):

1. Develop a plan for the 2023 RTP development and utilize staff time to begin update process.
2. Consultant work on developing the 2023 RTP.
3. Participate and coordinate in activities between Caltrans, ICLTC, and the Eastern California Transportation Planning Partnership.
4. Ensure public participation in regional planning processes by encouraging public meetings at planning stage, with emphasis on involvement of Caltrans, local agencies, the traditionally under-represented, and Tribal Governments.
5. Community Engagement - Through outreach, public meetings, web surveys, and internal process ensure that transportation planning projects address the needs and issues of all constituents, whether urban, rural, traditional vehicles, human powered, electric vehicles or other.
6. Require coordination of transportation planning with other planning efforts such as land use planning, CEQA/NEPA review, air quality planning, watershed management, etc
7. Participate in Intelligent Transportation Systems (ITS) trainings as offered for qualified County, State , Federal and other agencies or organizations.

8. Participate and coordinate with the Rural Counties Task Force (RCTF).
9. Continue to develop criteria, policies and guidelines addressing prioritization and selection of regional transportation projects.
10. Coordinate and consult with all five Federally recognized Tribal Governments in Inyo County to participate in individual consultation forums to affect compliance with Title 23, United States Code (U.S.C.), Chapter 1, Sections 134(h)(3)(B), 134(i)(5), and 101(a)(23); MAP-21 / FAST Act, Subsection 5303(i)(2)(B), Section 6001, Subsection 134(i)(2)(B), and 6002.
11. Implement ITS traffic circulation recommendations that develop out of community planning efforts.
12. Coordinate with Tribal Governments to consider submittals of County and City roads, routes and bridges for grant funding as part of the Bureau of Indian Affairs Indian Reservation Roads inventory system.
13. Coordinate with Tribal Governments to apply for Bureau of Indian Affairs (BIA) grant funding for County and City roads that provide direct access to Indian Reservations.
14. Evaluate the combined use of specific local streets and roads by regular vehicular traffic and off highway vehicles as per Assembly Bill 628 and Senate Bill 1354. These bills established a pilot program specific to Inyo County where certain non-street legal vehicles are allowed to operate on County maintained roadways and to cross the State Highway in several locations. Monitor issues related to the designation of combined use roads and seek public feedback. This task was initiated in FY 2012-2013 and will be carried over into FY 2021-2022. The pilot program was extended and will sunset in January of 2025 unless the California Legislature extends the program or makes the current pilot program into permanent California law.
15. Review and present options to the ICLTC on updating the 2015 ATP
16. Participate as a technical advisory committee member for Caltrans District 9 ITS Study
17. Implement the 2019 Regional Transportation Plan
18. Continue further research, discussion and planning regarding traffic and truck patterns in Bishop, CA, specifically as it relates to our upcoming RTP update and new commercial air service into the Bishop Airport

Work Element 500.1 Delivery Timetable						
Task No.	Description	Funds	7/1/21 to 9/30/21	10/1/21 to 12/31/21	1/1/22 to 3/31/22	4/1/22 to 6/30/22
1	Regional Transportation Plan	RPA	As needed	As needed	Yes	Yes
2	RTP Consultant	RPA	As needed	As needed	Yes	Yes
3	ECTPP participation	RPA	As needed	As needed	As needed	As needed
4	Encourage public meetings	RPA	As needed	As needed	As needed	As needed
5	Project equity	RPA	Yes	Yes	Yes	Yes
6	Interdisciplinary coordination	RPA	Yes	Yes	Yes	Yes
7	ITS deployment plan	RPA	As needed	As needed	As needed	As needed
8	RCTF participation	RPA	As needed	As needed	As needed	As needed
9	Project selection	RPA	As needed	As needed	As needed	As needed
10	Ensure Tribal participation	RPA	Yes	Yes	Yes	Yes
11	ITS recommendations	RPA	As needed	As needed	As needed	As needed
12	County/City roads for BIA funds	RPA	As needed	As needed	As needed	As needed
13	Coordinate for BIA funding	RPA	As needed	As needed	As needed	As needed
14	AB 628 monitor and review	RPA	Yes	Yes	Yes	Yes
15	Review 2015 ATP	RPA	Yes	Yes	As needed	As needed
16	Technical Advisory Caltrans ITS	RPA	As needed	As needed	As needed	As needed
17	Implement 2019 RTP	RPA	Yes	Yes	Yes	Yes
18	Bishop, CA traffic patterns/RTP	RPA	Yes	Yes	Yes	Yes

Funding Source:

Rural Planning Assistance (RPA) Fund

\$45,000

Total =

\$45,000

WORK ELEMENT 600.1

Title: PMP/GIS

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

In order to provide for easy identification of current projects that are being funded with State and Federal funds and to identify the network of roads within the City and County, assist with the development of a countywide Geographic Information System (GIS). The information in this work element is fundamental to the development of the RTIP.

Previous Work: FY19-20 saw the decision to bring the PMP in-house. Staff attended trainings, developed a new capital improvement plan and surveyed approximately 1/3 of the road network. Staff began cross training and integrating fieldwork data collection in the PMP/GIS system. We also purchased new software. FY20-21 saw all on-site trainings canceled due to covid. Some on-line training was utilized. The senior engineer implementing the program was personally responsible for field work and documentation. Post covid the plan is to train more junior employees to assist in the PMP.

Products: Pavement Management Annual Update, Capital Improvement Plan

Methods/Tasks (for FY 2021/2022):

1. Development and update of a Pavement Management Plan for the County of Inyo. The Pavement Management Plan informs the Action Element of the RTP and the development of future RTIPs. This task includes:
 - Update the assessment of County and City roads.
 - Develop priorities and weighted criteria for use in determining overall condition ratings and priority rankings.
 - Evaluate traffic classifications, street designations, materials and standards.
 - Develop procedures, standards and impact fees to protect the public investment in streets.
 - Develop a computerized 3-year pavement management plan and capital improvement plan.
2. Develop Capital Improvement Plan for County roads using most cost-effective rehabilitation strategies.

3. Use ArcView or ArcMap to develop countywide GIS database that will identify and characterize current projects; and characterize County and City roads for general planning and management purposes.
4. Utilize GIS to develop assessment tools for evaluating safety of transportation system, CEQA/NEPA analysis and regional transportation issues.
5. Work with Caltrans to integrate regional GIS data.
6. Develop a plan to collect GPS data on local streets and roads to incorporate into GIS applications. This will include taking centerline GPS readings of the entire Inyo County Maintained Mileage System.

Funding Source:

Rural Planning Assistance:

\$ 20,000

Work Element 600.1 Delivery Timetable						
Task No.	Description	Funds	7/1/21 to 9/30/21	10/1/21 to 12/31/21	1/1/22 to 3/31/22	4/1/22 to 6/30/22
1	Update PMP for CIP, RTP & RTIP development	RPA	Yes	Yes	Yes	Yes
2	Improvement plan for road work	RPA	Yes	Yes	Yes	Yes
3	Countywide GIS	RPA	Yes	Yes	Yes	Yes
4	GIS as assessment tool	RPA	Yes	Yes	Yes	Yes
5	Integrate GIS data	RPA	Yes	Yes	Yes	Yes
6	GPS Data Collection	RPA	Yes	Yes	Yes	Yes

Total = \$ 20,000