



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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Michael Errante, Executive Director



## MINUTES

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

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

### June 19, 2024

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

#### 1. Roll Call

#### Commissioners Present

Chair: Celeste Berg  
Vice Chair: Jeffery Ray  
Commissioner: Jennifer Roeser  
Commissioner: Jose Garcia  
Commissioner: Scott Marcellin

#### Others Present

Justine Kokx: LTC Transportation Planner  
Tina Chinzi: LTC Secretary  
Neil Peacock: Caltrans  
Brandon Fitt: Caltrans  
Brian Winzenreid: Caltrans  
Ryan Dermody: Caltrans  
Mark Heckman: Caltrans  
E.McElwein

## 2. Public Comment

None

### ACTION ITEMS

#### 1. Consent Agenda

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

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

#### 2. Request Commission Approve Resolution No. 2024-03 Apportioning and Allocating the FY2024-2025 Local Transportation Funds (LTF)

Discussion:

Justine summarized this as the annual appropriation and allocation request for the local transportation funds. This is a requirement of the Transportation Development Act (TDA) and the LTC's organization procedure manual which lays out the process every year to allocate these funds.

This year's estimate is based on a 10-year rolling average that the auditor came up with as a conservative way to estimate it's \$971,690.00. Per the procedure manual and the TDA we are recommending to appropriate in the following manner: 10% to Administration \$97,169.00, \$7,000.00 for the Fiscal Audit, 2% to Bike and Ped Trust and the remaining amount of \$850,001.69 going to ESTA.

Commissioners had questions regarding funds in the Bike & Ped Trust funds and as to the procedure in adopting the LTC Organization Procedures Manual which lays out the budget allocation. Justine advised there is currently a little over \$200k in the fund and that at the last LTC Commission meeting those funds were committed towards a match if any of the projects were to win. She also communicated that although the Procedure Manual was approved years ago, it can be reviewed and revised at any time. Others have inquired about increasing the 2% recommended allocation up to 5%, which would mean revising the manual. The Commissioners agreed to move forward with this agenda item with the understanding that the resolution is guided by the content of the manual and any future changes that may be made. A workshop was suggested to better understand the manual in the future and to recommend changes as needed. Neil Peacock offered to assist Justine in getting the information together and gathering questions in advance to increase efficiency.

**\*\*Approval of Resolution No 2024-03 motioned by Commissioner Marcellin and seconded by Commissioner Roeser. All in favor.**

3. Request Commission approve Resolution No. 2024-04 allocating FY2024-2025 State Transit Assistance (STA) Funds in the amount of \$225,961 to Eastern Sierra Transit Authority (ESTA) for public transit operating and capital expenses.

Discussion:

Justine outlined that this STA funding is also under the purview of the TDA and also included in the claim form in the previous staff report. These funds are derived from diesel fuel tax and are distributed by the State Controller's office. The TDA requires claimants to meet certain performance criteria which is outlined on the claim form and in the staff report. They must have complied with a fiscal audit and the triennial performance audit, as well as providing their draft budget. Their services must be consistent with the RTP and TDA and they must show a reasonable effort has been made to implement recommendations from the unmet transit needs process. There is an efficiency standard they need to go through to determine if any of the funds would be limited to capital restricted funds only, which they did exceed in both, at which 5.1% , or a little over \$11k will be restricted to capital expenditures with the remaining being used for operating expenses.

**\*\*Approval of Resolution No 2024-04 motioned by Commissioner Garcia and seconded by Commissioner Marcellin. All in favor.**

4. Request Commission Approve Resolution No. 2024-05 Allocating FY2022-2023 LTF Reserves

Discussion:

Justine discussed how in October 2021 the Commission developed the method to distribute LTF reserves at the end of every fiscal year. In summary, the method is keeping 30% of the current year's allocation in the trust but distributing the prior year's fund balance to ESTA following the methodology of the LTF.

Currently there is \$274,096 to be distributed which includes 10% or \$27,410 to Admin, \$15k for the triennial performance audit coming up, and 2% or \$4,634 to the Bike and Ped Fund which then leaves \$227,052 to ESTA.

Commissioners discussed funding and future ideas to be shared with ESTA Executive Director Phil at a future time when he is present.

**\*\*Approval of Resolution No 2024-05 motioned by Commissioner Roeser and seconded by Commissioner Garcia. All in favor.**

5. Request Commission Approve Resolution No. 2024-06 Apportioning and Allocating FY2023-2024 Regional Surface Transportation Program (RSTP) Exchange Funds

Discussion:

Justine explained that this is the Federal funding program that allows counties with populations under 200K to exchange RSTP funds provided under the FAST act for unrestricted State

Highway account funds. These funds can be used for roads projects, roads maintenance and for leveraging which is something to think about in the future. These funds need to be allocated to the City and to the County on an equitable basis. There are three options, and we are recommending the most equitable, which is population based rather than lane miles. The City of Bishop would receive \$35,168 and Inyo County would receive \$140,674.

Commissioners discussed that going forward, they would be interested in creating another formula that takes into consideration how best to balance the needs of all county roads being travelled rather than just being based on population since many of the roads both in Bishop and throughout Inyo County are travelled by more than just the population of map lines.

Commissioner Marcellin pointed out there are also many County roads on tribal lands that need maintenance and thanks to Map Quest there are more tourists travelling on those roads as well. Chair Berg suggested comparing other similar jurisdictions and evaluating the formula they apply to come up with more options for the future.

**\*\*Approval of Resolution No 2024-06 motioned by Commissioner Ray and seconded by Commissioner Marcellin. All in favor.**

## **DISCUSSION ITEMS**

### **INFORMATIONAL ITEMS**

#### **6. Q3 OWP Report/Rural Planning Assistance invoice to Caltrans**

#### **7. City of Bishop Report**

Nora Gamino reported the ATP grant application was submitted slightly larger than anticipated at \$15,450,000. It started as a larger project but was scaled back through public engagement. It ended at rehabilitation of the Sierra Street bike path, sidewalks, and multi-use paths on Sierra St, Yaney St, Home St and Hanby, with the idea of connecting Bishop which is where it earned its name “Connecting Bishop”. The grant was written in house and supported by Eastern Sierra Engineering who did the preliminary engineering, and we hope to hear back in November.

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

Commissioners will hold questions for Phil for the next time.

#### **9. Caltrans Report**

- MOU Projects Update – Brian Winzenreid provided an update of the Olancha Cartago four-lane project and summarized the projects resulting from the Tri- County MOU. Brian has been involved in all of these projects since the early 2000’s. He provided a summary of the funding split of the MOU, the prioritization of safety since its inception and resulting improvements to US 395. The Olancha project is an MOU project that is currently under construction. The project is back on track after multiple delays and funding challenges as a result of unprecedented storm events during the winter of 22-23 and tropical storm Hilary. The CTC just approved an additional \$33 million in state RTIP funding to address these challenges. He summarized the monetary contribution of MOU projects by the partners and state and reflected on the vast improvements in safety

that these projects have realized. He concluded by plugging continuing the MOU, or some version of it into the future.

- ‘Top-5’ Regional Funding Priority List – Neil Peacock provided a presentation of the City & County’s top 5 regional projects as reflected in the regional plans and priorities.
- Caltrans Monthly Report – Neil provided the monthly report detailing traffic conditions, project updates impacting Inyo County.

**10. Tribal Report**

None

**11. DVNP Report**

None

**12. USFS Report**

None

**13. Executive Director’s Report**

- LTC projects map/update
- Inyo County submitted a Cycle 7 ATP grant: Connecting Tecopa
- Inyo PW hired a seasonal staff to help catch up on Pavement Inventory

**14. Reports from all members of the Inyo County LTC**

**CORRESPONDENCE**

None

**ADJOURNMENT**

Meeting Adjourned at 9:53 am until 8:00 a.m. Wednesday July 17, 2024, Independence Board Chambers

**UPCOMING AGENDA ITEMS**

ICEVCINP Stakeholder identification

Project identification for Future PSR’s

Develop Leveraging Strategy/Policy to incorporate into RTP

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