



INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q
INDEPENDENCE, CA 93526
PHONE: (760) 878-0201
FAX: (760) 878-2001

Michael Errante, Executive Director

AGENDA

INYO COUNTY LOCAL TRANSPORTATION COMMISSION Inyo County Board Chambers 224 N. Edwards St., Independence 8:00 a.m.

Justine Kokx is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/83448602089?pwd=E9SINCdEAFIZqHI3OUNSahrV2dATaM.1>

Meeting ID: 834 4860 2089
Passcode: 445550
• +1 669 900 9128 US (San Jose)

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@inyocounty.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).

January 15, 2025

8:00 a.m. Open Meeting

1. Roll Call
2. Public Comment

ACTION ITEMS

1. Election of Officers - The LTC By-Laws state the Chair and Vice-Chair shall be nominated and then elected at the first meeting of the Calendar year.
2. Consent Agenda
 - a. Approve the minutes of the meeting of December 4, 2024.
 - b. Request Commission approve via Minute Order the Letter of Support for Caltrans District 9 Proposal to the PROTECT Grant Program

3. Request Commission approve Resolution No. 2025-01 Amendment No. 1 to the FY2024-2025 Overall Work Program
 4. Request Commission approve Resolution No. 2025-02 to allocate FY2023-2024 LTF Reserves
-

DISCUSSION ITEMS

INFORMATIONAL ITEMS

5. Q1 FY24-25 Overall Workplan Progress Report and Rural Planning Assistance invoice
6. City of Bishop Report
7. ESTA Executive Director's Report
8. Caltrans Report
9. Tribal Report
10. DVNP Report
11. USFS Report
12. Executive Director's Report
13. Reports from all members of the Inyo County LTC

CORRESPONDENCE

ADJOURNMENT

Adjourned until 8:00 a.m. Wednesday February 19, 2025, Bishop City Chambers

UPCOMING AGENDA ITEMS

SSTAC Unmet Transit Needs meeting and public hearing
FY25-26 Overall Work Program Draft – due March 1st
Triennial Performance Audit of the ICLTC

Action Item No. 1

Election of Officers



INYO COUNTY LOCAL TRANSPORTATION COMMISSION

P.O. DRAWER Q
INDEPENDENCE, CA 93526
PHONE: (760) 878-0201
FAX: (760) 878-2001



Michael Errante
Executive Director

STAFF REPORT

MEETING: January 15, 2025

PREPARED BY: Justine Kokx, Transportation Planner

SUBJECT: Action Item No. 1 - Election of Officers

STAFF RECOMMENDATION:

Nominate and then vote to elect Inyo County Local Transportation Commission (ICLTC) commissioners to serve as Chair and Vice-Chair of the ICLTC for the 2025 calendar year.

BACKGROUND:

Section 4 of the Inyo County LTC By-Laws states:

Officers of the ICLTC shall be elected during the first meeting of each year and shall consist of a Chairperson and a Vice-Chairperson.

In 2024, the Chair of the ICLTC has been Celeste Berg, and the Vice-Chair has been Jeffery Ray.

1. The Current Chair calls for nominations for the new Chair. Conduct the Roll Call.
2. Next, the new Chair calls for nominations for Vice-Chair. Conduct the Roll Call.
3. The new Chair then takes the lead of the meetings from that point.

Action Item No. 2

Consent Agenda



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.

December 4, 2024

8:12 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 Planer
Tina Chinzi: LTC Secretary
Mike Errante: Executive Director
Catherine Carr: Caltrans
Rick Franz: Caltrans
Nora Gamino: City of Bishop
Phil Moores: ESTA
Neil Peacock: Caltrans
Cindy Duriscoe: Big Pine Paiute Tribe
Dawn Vidal: ESTA
Nate Derr: Chief of Police - Bishop
S160587

2. Public Comment

None

ACTION ITEMS

1. Consent Agenda

- a. Request approval of the minutes of the meeting of October 16, 2024

*Motion made by Commissioner Garcia and seconded by Commissioner Ray; all in favor.

2. Approve the Master Fund Agreement between Caltrans and the ICLTC via Resolution No. 2024-08

We are currently operating under a current master agreement with the Caltrans Division of Planning that expires on December 31st. This agreement has to be in place in order to invoice for funds, receive funds, or claim funds. This is done every 10 years and if approved it will be good for another 10 years. County Counsel has reviewed this and had no concerns. If approved today we will submit the resolution and get that moving to get it signed before the end of the week.

Neil Peacock from Cal Trans added when you accept funding you accept rules, which is what the Master Fund Transfer is all about.

Chair Berg summarized that essentially this is the terms and stipulations that are set forth so that there is less administrative burden for every other funding source that falls under the umbrella.

Commissioner Ray stated that he does not disagree with the agreement, he sees why it takes so long to build a road or fix it, too many lawyers.

*Motion made by Commissioner Ray and seconded by Commissioner Roeser; all in favor.

DISCUSSION ITEMS

3. LTC Funding Presentation – Justine Kokx

Justine presented a workshop “Inyo County Local Transportation Commission: Funding Sources and Strategies.” A link to the presentation slides has been added to the Inyo County LTC website [funding workshop](#)

Commissioners requested future workshops to discuss priorities and the process of funding projects with STIP money.

INFORMATIONAL ITEMS

4. City of Bishop Report- Nora Gamino

Nora invited Police Chief Derr to speak about the License plate readers (LPR’s) and cameras that have been observed at Mahogany Meats. Chief Derr stated that we are behind the curve compared to other cities that already have drones, cameras, and LPR’s and he feels these are the wave of the future. The cameras located on the Mahogany building are owned by Mono County and are on private property. As far as the privacy side of it goes, it is all on public right of ways and public spaces, and you have no expectation of privacy in any public space. It is no different than a law

enforcement officer driving down the same road you are on and running your plate. There is no invasion of privacy. Chief Derr hopes to get this technology up and running in the City of Bishop as he feels the benefit outweighs the intrusion. They recently used the footage from the Mono County camera to assist with the recent vandalism case they were investigating.

Nora updated the Commission that the East Line St Bridge project 30% design is in review with DWP right now.

5. ESTA Executive Director's Report- Phil Moores

- Phil Moores reported ESTA is starting to see pre-COVID rider numbers and expects to hit 900,000 riders this year.
- ESTA has purchased 3 new bus shelters which will be located at the Inyo County Jail, Diaz Lake, and the Lone Pine Senior Center.
- Phil mentioned that the road use charge program is probably going before the California Senate next year and he requests that the LTC keep track of that as transit should get a portion the funds. He stated that the TDA is somewhat based on fuel and with the efficiency of vehicles and moving towards zero emissions, that funding source is dwindling, and the road tax is intended to pick up where that is leaving off.
- The plans for the new ESTA building should be finalized in February.
- He also plans to propose adding Sunday to the Lancaster route to the ESTA Board in the Spring.
- Phil and Justine are currently working on a SB125 grant for a Zone 3 Dial-A-Ride service for Keough's, Round Valley, Rovana, Wilkerson, and Mustang Mesa.
- Another part of the marketing push is the All-Aboard Kids program. They have had a bus specially wrapped for it, purchased car seats and are planning to visit daycares to introduce them to the transit system. They plan to give them gift bags to encourage discussion with their parents as well.

6. Caltrans Report- Catherine Carr provided an update on traffic conditions and the status of ongoing highway projects:

Winter Closures: As we head into December, the public should anticipate storm and seasonal closures, depending on the weather. Caltrans PIO will be putting out traffic advisories on social media when these events occur. See Caltrans QuickMap website/app for road conditions <https://quickmap.dot.ca.gov/>

- PIO shared a public survey for the White Mountain - Truman Meadows CAPM Project, which is currently in the planning phase. This project will revitalize 35.57 lane miles of U.S. 6 in Inyo and Mono counties. The survey is accepting submissions until December 13.
- Olancho-Cartago Project Traffic Switch: Northbound traffic on U.S. 395 through the Olancho-Cartago area will switch to the new northbound lanes the week of November 20th. This schedule is tentative and subject to change based on weather.
- Within the Olancho Cartago 4-Lane Project, paving on the State Route 190 connector on the southern end of the project will continue this week. Crews aim to connect this new asphalt to old 395 and open it in the next few weeks.
- Flood damage repairs continue on State Route 190 in Death Valley National Park. Crews will work in two locations until December 20: Postmile 115.4 (Zabriskie Point)
- Postmile 79.2 (About 6 miles west of Stovepipe Wells near Emigrant Campground)

- They'll continue to place gabions, census loops, and work on culverts. There will be one-way traffic control in both locations 7:00 am to 5:00 pm, and drivers may experience 20-minute delays.
- Caltrans District 9 held a workshop for the 2025/26 Sustainable Transportation Planning Grant Program. Grant applications are due January 22nd, 2025.
- Bishop Pavement Project - The District will be seeking a supplemental funding at the January CTC meeting.
- Meadow Farms ADA Project – This project is out to bid. The bid opening date is 12/5/24

7. Tribal Report-Cindy Duriscoe

The Big Pine Paiute Tribe is currently writing an active transportation plan for the Reservation. Bishop Tribe and Big Pine won the Clean Mobility Options project funding. Bishop will be putting into service an all electric school bus and an elder shuttlebus that will specifically transport elders to events and local destinations. They will also be installing EV chargers to go along with those vehicles.

In January, the Big Pine Paiute Tribe will move forward with their plan to put into service a 14-passenger shuttlebus and a 9-person electric van. Phil and Cindy will be meeting soon to install 2 bus stops in partnership with ESTA. The projects will eventually include 4 runs per day between Big Pine and Bishop. The Big Pine shuttles will be available for transport when they are in Bishop. The tentative start date is January 15, 2025. There will be a flyer put out for it once the date is solid.

8. DVNP Report- none

9. USFS Report- none

10. Executive Director's Report

Mike Errante announced that the ATP Grant was approved by the CTC and he is looking forward to getting that project moving along to make the roads in Tecopa safer for pedestrians and bicyclists.

The Whitney Portal Project is scheduled for final paving the week of December 16. They added 2-box culverts to help with climate resiliency and are waiting for the concrete to cure. Hopefully by Christmas we will have a new road.

The Lone Pine Streets are on target. STIP money has been freed up so there has been communication about how to best utilize the funds going forward. Mike reported that a new position was approved to help Justine in the future.

Commissioner Roeser inquired as to the possibility of having a workshop added to a future agenda to discuss the priorities of the Commissioners, and to further learn the process of how to move forward with the STIP funding and how to get the projects into the hopper for the County.

11. Reports from all members of the Inyo County LTC

CORRESPONDENCE

None

ADJOURNMENT: 10:29am

Adjourned until 8:00 a.m. Wednesday January 15, 2024, Independence Board Chambers

UPCOMING AGENDA ITEMS

SSTAC Unmet Transit Needs meetings

FY24-25 Overall Work Program Amendment No. 1

FY25-26 Overall Work Program Draft – due March 1st



INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q
INDEPENDENCE, CA 93526
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Michael Errante
Executive Director

STAFF REPORT

MEETING: December 4, 2024

PREPARED BY: Justine Kokx, Transportation Planner

SUBJECT: Letter of Support for Caltrans' District 9 Grant Application to the PROTECT Program

Recommended Action

Request Commission approve the draft letter of support for Caltrans District 9's application to the Promoting Resilient Operations for Transformative Efficient and Cost-saving Transportation Program (PROTECT) and authorize the Executive Director to sign the letter. Suggest any edits if needed.

Summary

The PROTECT Discretionary Grant Program ([Link here](#)) is a competitive grant program created by the Bipartisan Infrastructure Law to plan to strengthen surface transportation to be more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters. The Bipartisan Infrastructure Law provides over \$1.4 billion over five years through this program to fund projects that address the climate crisis by improving the resilience of the surface transportation system, including highways, public transportation, ports, and intercity passenger rail. The PROTECT Program provides grants on a competitive basis for projects that seek to strengthen surface transportation to be more resilient to natural hazards, including climate change, sea level rise, heat waves, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes.

Caltrans Headquarters has selected D9's Climate Change Planning Unit to apply for a PROTECT FHWA/USDOT Planning Grant. A planning grant for this program does not require a funding match from District 9. The objective of the Grant is to study climate resilience and adaptation for SR190 to ensure we are prepared for the next extreme weather event in the district. The grant request will include conducting hydraulic modeling along the corridor. It will

assess corridor vulnerabilities and identify vulnerable locations and identify locations that are projected to experience large flows and have not been fortified with betterments. It will propose engineering alternatives with 30% design and environmental review to make locations more resilient to extreme weather events, with cost estimates.

The application deadline is February 24, 2025.

Attachment:

Letter of Support PROTECT



INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q
INDEPENDENCE, CA 93526
PHONE: (760) 878-0201
FAX: (760) 878-2001

Michael Errante
Executive Director

01/15/2025

Inyo County Local Transportation Commission
PO Drawer Q
Independence, CA 93526

Dear PROTECT Grant Selection Committee,

The Inyo County Local Transportation Commission strongly supports Caltrans District 9's application for funding through the Federal Highway Administration (FHWA) Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) program to address flood risk and resilience from climate change in Death Valley on State Route (SR) 190. Recent extreme weather events including federally declared disaster Hurricane Hillary, have repeatedly destroyed sections of SR 190, isolating our communities, and stranding visitors. This funding is essential to safeguard the main transportation corridor connecting eastern and western Inyo County—a lifeline for community evacuation and emergency access.

The goal of this project will be to conduct an in-depth hydrologic and hydraulic analysis to identify flood risks and resilience improvements along the SR 190 corridor, which traverses through the heart of Death Valley National Park. Based on the analysis results, a Resilience Data Visualizer will be created and shared, with a long-term goal of improving resilience along SR 190 to keep the road open for access to essential services, evacuation routes, and safe travel after extreme weather events. Lastly, a prioritized project list will be created, advancing the top projects to 30% design. Nature-based design solutions, along with valuable input from partners and community members, will be at the forefront of the development process.

Inyo County Local Transportation Commission is committed to supporting this initiative by providing local expertise, staff resources, stakeholder coordination, public outreach assistance, and regulatory compliance support.

By identifying and addressing rural transportation vulnerabilities in complex desert topography through advanced water modeling technology, innovative design, and public/partner engagement this project aligns with FHWA's PROTECT Grant Program. This work will enhance safety and connectivity along this critical Inyo County corridor.

We respectfully seek FHWA's favorable consideration of this funding request to ensure the success of this vital project for the Inyo County community, Tribal nations, Death Valley National Park Staff, and our visitors. Through our combined efforts, we can help build a more resilient and flood-adapted community.

Thank you for your consideration.

Sincerely,

Michael Errante
Executive Director
Inyo County Local Transportation Commission

Action Item No. 3

Amendment No. 1 to the FY24-25
Overall Work Program



INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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

STAFF REPORT

MEETING: January 15, 2025

PREPARED BY: Justine Kokx, Transportation Planner

SUBJECT: Action Item No. 3 - Resolution No. 2025-01 Amendment No. 1 to the FY2024-2025 Overall Work Program

Recommended Action

Request that your Commission approve Resolution No. 2025-01 to amend [the 2024-2025 Overall Work Program](#) (OWP) for the 2024/2025 Fiscal Year; and authorize the Executive Director to complete paperwork necessary to conduct this amendment.

Discussion

The Inyo County Local Transportation Commission did not fully expend its Rural Planning Assistance (RPA) funds from FY 2023-2024. The LTC is allowed to carry over unexpended RPA revenue (no more than 25%) into the next fiscal year, which requires an amendment to the OWP work elements.

This OWP amendment proposes to increase Work Elements; 100.1, 400.1, 500.1 as described below:

- Increase OWP work element 100.1 (Compliance & Oversight) by \$11,193.54 to ensure there is enough funding to cover essential administrative activities through fiscal year-end. Staff will also be preparing to secure a consultant to conduct a Triennial Performance audit of the LTC. This will involve preparing a request for proposals for qualified consultants, finalizing a contract, providing records and data, interacting with auditors, reviewing reports, etc.
- Increase OWP work element 400.1 (Project Development & Monitoring) by \$25,000 to for anticipated increase in staff time in preparation for the Connecting Tecopa Active Transportation Program grant. Another goal of this Work Element is to continue the development of a project study report equivalent for Old Spanish Trail Highway (OST). Apply for a Rural Tribal Pilot Assistance Program grant for technical assistance with the OST environmental phase. Staff will explore the possibility of applying for a Safe Streets for All (SS4A) federal grant program to develop a DOT compliant Safety Action Plan, and to supplement/expand upon the Local Road Safety Plan (LRSP).

•Increase OWP work element 500.1 (Coordination & Regional Planning) by \$5,000 to continue developing a strategy to leverage local funds for regional projects to improve competitiveness for discretionary funding. Example activities include, engagement with the Fort Independence Tribe’s upcoming Transportation Plan development; coordination with Caltrans and TFG for their expertise to maximize opportunities for future funding.

See the revised Expenditure and Funding Source table.

2024/2025 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY

WORK ELEMENT		FUNDING SOURCE					TOTAL
Number	Description	RMRA	RPA	RPA-CO \$ 41,193.54	LTF	PPM	
100.1	Compliance and Oversight		\$95,000	\$11,193.54			\$106,193.54
110.1	Overall Work Program		\$ 10,000.00				\$ 10,000.00
200.1	Regional Transportation Improvement Program		\$3,000				\$ 3,000.00
300.1	Administer Transit				\$87,169		\$ 87,169.00
310.1	Coordinate Transit Services				\$10,000		\$ 10,000.00
400.1	Project Development & Monitoring		\$35,000	\$25,000			\$ 60,000.00
400.2	Development of Grant Proposals		\$25,000				\$ 25,000.00
400.3	Inyo County Electric Vehicle Charging Infrastructure and Network Plan	\$201,500				\$ 20,000.00	\$221,500.00
400.4	Monitor changes in Transportation Funding		\$ 2,000.00				\$ 2,000.00
500.1	Regional Transportation Plan Coordination & Regional Planning		\$ 10,000.00	\$5,000			\$ 15,000.00
510.1	Regional Transportation Plan		\$2,000				\$ 2,000.00
600.1	PMP/GIS		\$48,000				\$ 48,000.00
700.1	Planning, Programming, & Monitoring					\$ 157,000.00	\$157,000.00
	TOTALS	\$ 201,500.00	\$ 230,000.00	\$ 41,193.54	\$ 97,169.00	\$ 177,000.00	\$746,862.54

Attachments:

- Resolution No. 2025-01
- Reconciliation Letter from Caltrans stating amount of carryover.

RESOLUTION No. 2025-01

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

A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE ICLTC OVERALL WORK PROGRAM (OWP) FOR THE 2024/2025 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 FY2024-2025 OWP Amendment will carry over \$41,193.54 of Rural Planning Assistance funds from FY 2023-2024 into work element 100.1 in the amount of \$11,193.54, into work element 400.1 in the amount of \$25,000 and into work element 500.1 in the amount of \$5,000.

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 2024-2025 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 15th day of January 2025, by the following vote:

Ayes

Noes

Abstentions

Absent

Attest:

Executive Director of the Inyo County Local Transportation Commission

Staff, Inyo County Local Transportation Commission

California Department of Transportation



DEPARTMENT OF TRANSPORTATION
 DIVISION OF TRANSPORTATION PLANNING
 P.O. BOX 942873, MS-32 | SACRAMENTO, CA 94273-0001
 (916) 654-2596 | FAX (916) 653-0001 TTY 711
www.dot.ca.gov

October 29, 2024

Mr. Michael Errante
 Executive Director
 Inyo County Local Transportation Commission
 P.O. Drawer Q
 Independence, CA, 93526

Dear Mr. Errante:

The purpose of this reconciliation letter for fiscal year (FY) 2023-24 is to confirm the unexpended totals in California Rural Planning Assistance (RPA), federally funded, and state funded grants as of **June 30, 2024**.

Rural Planning Assistance (RPA):	\$41,193.54
23/24 RMRA (SB1) Sustainable Comm Competitive Grant expires 6/30/26:	\$201,500.00
Total Planning Funds Available:	<u>\$242,693.54</u>

Pursuant to the MFTA (section 3.C) and the Regional Planning Handbook (section 4.08); an RTPA cannot carryover more than 25% of its annual RPA allocation. If your agency's certification of expenditures exceeds the 25% allowable carryover, the above amount has been adjusted to reflect this.

Please review the reconciled totals. If in agreement with the balance(s), please electronically sign your specified field. Once all signatures are completed, all parties will automatically receive the fully signed reconciliation letter for their records via email.

Please note that in order to remain compliant with FTA Circular 8100.1D and CFR 630.106, all Federally funded carryover must be programmed via OWP/A and approved by the District within 90 days of the date of this letter.

Mr. Errante
October 29, 2024
Page 2

If you have any questions or need additional information, please contact Rick Franz, District Regional Planning Liaison at Rick.Franz@dot.ca.gov or Omar Ruiz, Caltrans Headquarters Fund Specialist at Omar.Ruiz@dot.ca.gov.

Sincerely,

Erin Thompson

Erin Thompson
Chief, Office of Regional and Community Planning
Division of Transportation Planning

Kirsten Helton
Planning Deputy District Director
District 9

I concur with the above balances:



Michael Errante
Executive Director
Inyo County Local Transportation Commission

11/7/2024
Date

Action Item No. 4

FY2023-2024 LTF Reserves



INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q
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Michael Errante
Executive Director

STAFF REPORT

MEETING: January 15, 2025
PREPARED BY: Justine Kokx, Transportation Planner
SUBJECT: Resolution No. 2025-02, FY2023-2024 Local Transportation Fund (LTF) Reserves Distribution

Action Item

Request Commission authorizes Resolution No. 2025-02 distributing year end FY2023-2024 LTF fund balance following the same proportions as determined by your Commission in October 2021, less a 30% reserve balance of the FY2024-2025 allocation.

Discussion

In previous meetings your Commission directed staff that you wished to hold in reserve 30% of the annual allocation to fund unexpected decreases in tax revenues. On October 20, 2021, your Commission formalized via Minute Order the method for an annual distribution of LTF reserves. The method directs that every year (assuming a fund balance exists), the remaining prior year's LTF fund balance, less 30% of the current year's LTF fund estimate, be allocated following the TDA claims method. As of June 30, 2024, the year-end reserve balance of the LTF trust account was \$569,148.87. The following outlines the proposed LTF reserve balance distribution:

FY23-24 Year-end fund balance = \$569,149

FY24-25 LTF Estimate = \$971,690

30% of FY24-25 Estimate = \$291,507

Distribution = (\$569,149 LTF prior year fund balance) – (\$291,507 - 30% of LTF estimate) = \$277,642

- Admin = 10% = \$27,764
- Remaining funds = \$249,878
- Bike & Ped = Remaining funds x 2% = \$4,998
- Public Transit (ESTA) = remaining balance = \$244,880.

Recommended Action

Staff recommend Commission approve distribution of the LTF reserves per Resolution No. 2025-02.

Attachments: October 20, 2021, Minute Order formalizing annual distribution of LTF reserves

- Resolution No. 2025-02
- FY2023-2024 LTF Trust account transactions report

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION
RESOLUTION No. 2025-02**

**A RESOLUTION APPORTIONING AND ALLOCATING LOCAL
TRANSPORTATION RESERVE FUNDS FOR THE FISCAL
YEAR 2024-2025**

WHEREAS the Inyo County Local Transportation Commission (ICLTC) is the designated transportation planning agency pursuant to Government Code Section 29535 and by action of the Secretary of Business, Transportation and Housing, and, as such, has the responsibility to apportion and allocate Local Transportation Funds (LTF); and

WHEREAS the Transportation Development Act (TDA) claimants have submitted claims for Fiscal Year 2024-2025 TDA funds pursuant to Article 4.5 and Article 8 of the California Public Utilities Code; and

WHEREAS, ICLTC has analyzed the claims and determined that the claims conform to the provisions of the TDA including the provision of PUC 99275.5.

WHEREAS, on October 20, 2021, The ICLTC approved Resolution No. 2021-13, formalizing the annual distribution of LTF reserves of prior year year-end balance less 30% of the current year's allocation, and

WHEREAS, it is determined that **\$277,642** of ICLTC-administered reserve balance will be available for distribution in fiscal year 2024-2025; and

WHEREAS, the following disbursements will be made; **\$27,764** of LTF will be committed to administration per Section 99233.1., and in accordance with Section 99233.3 of the Transportation Development Act, 2% of the remaining LTF, or **\$4,998**, will be "set-aside" for bicycle and pedestrian facilities. The ICLTC will distribute the remainder of LTF reserve funds in FY 2024-2025 in the amount of **\$244,880** to ESTA, and

NOW, THEREFORE BE IT RESOLVED that the Inyo County Local Transportation Commission does hereby apportion and allocate LTF Reserve funds in fiscal year 2024-2025 as follows:

1. **27,764** for LTC administration,
2. **\$4,998** or 2% of remaining LTF moneys for bicycle and pedestrian "set-aside" to be used anywhere in the County and/or City, Public Utilities Code 99233.3,
3. **\$244,880** of remaining LTF apportioned and allocated to the Eastern Sierra Transit Authority for operating costs in Inyo County and the City of Bishop.

BE IT FURTHER RESOLVED that this action is taken in conformance with the Inyo County Regional Transportation Plan (RTP) and with the Commission's earlier action defining current "Unmet Needs" and that are "Reasonable to Meet."

Passed and adopted this 15th day of January 2025, by the following vote

Ayes:
Noes:
Abstain:
Absent:

Chair
Inyo County Local Transportation Commission

Attest:

Tina Chinzi, Secretary
Inyo County Local Transportation Commission

SORT ORDER: OBJECT within BUDUNIT

SELECT BUDGET UNIT: 504602

Lg BUDGET UNIT	Primary Ref	Transaction Description	SS Ref Date	Job No	Debit	Credit	NET
GL 504602-1000	YEAREND	1. Balance Forward 2022-2023	JE 07/01/23	03774289	611,025.64	0.00	611,025.64
GL 504602-1000	INTRCBL	AutoID: JH23731D Job: 3461884	JE 07/15/23	03461884	3,158.40	0.00	614,184.04
GL 504602-1000	TTLCR	AutoID: CG23725A Job: 3457819	CR 07/25/23	03457819	123,279.58	0.00	737,463.62
GL 504602-1000	TTLCR	AutoID: CG23829A Job: 3482382	CR 08/29/23	03482382	108,941.00	0.00	846,404.62
GL 504602-1000	JE45149	AutoID: JM23908B Job: 3488991	JE 09/08/23	03488991	0.00	91,692.34	754,712.28
GL 504602-1000	TTLCR	AutoID: CS23926A Job: 3499240	CR 09/26/23	03499240	96,070.75	0.00	850,783.03
GL 504602-1000	JE45297	AutoID: JG23C05A Job: 3505352	JE 10/05/23	03505352	0.00	91,692.34	759,090.69
GL 504602-1000	JE45298	AutoID: JG23C05A Job: 3505352	JE 10/05/23	03505352	0.00	91,692.34	667,398.35
GL 504602-1000	TTLCR	AutoID: CS23C25A Job: 3515878	CR 10/25/23	03515878	100,379.60	0.00	767,777.95
GL 504602-1000	INTEREST	AutoID: JH23N09Z Job: 3525441	JE 10/31/23	03525441	2,833.99	0.00	770,611.94
GL 504602-1000	TTLCR	AutoID: CS23N28A Job: 3533852	CR 11/28/23	03533852	142,526.89	0.00	913,138.83
GL 504602-1000	TTLCR	AutoID: CM23D28A Job: 3550427	CR 12/27/23	03550427	89,095.60	0.00	1,002,234.43
GL 504602-1000	JE45942	AutoID: JG240102 Job: 3562449	JE 01/02/24	03562449	0.00	91,692.34	910,542.09
GL 504602-1000	JE45943	AutoID: JG240102 Job: 3562449	JE 01/02/24	03562449	0.00	91,692.34	818,849.75
GL 504602-1000	JE46029	AutoID: JS24111C Job: 3560890	JE 01/11/24	03560890	0.00	91,692.34	727,157.41
GL 504602-1000	TTLCR	AutoID: CG24125A Job: 3569575	CR 01/25/24	03569575	90,066.11	0.00	817,223.52
GL 504602-1000	INTEREST	AutoID: JH24126C Job: 3570160	JE 01/26/24	03570160	4,259.47	0.00	821,482.99
GL 504602-1000	JE46232	AutoID: JS24206A Job: 3576518	JE 02/06/24	03576518	0.00	91,692.34	729,790.65
GL 504602-1000	TTLCR	AutoID: CG24227A Job: 3589191	CR 02/27/24	03589191	126,002.55	0.00	855,793.20
GL 504602-1000	JE46401	AutoID: JS24301B Job: 3624907	JE 03/01/24	03624907	0.00	91,692.34	764,100.86
GL 504602-1000	TTLCR	AutoID: CG24326A Job: 3607414	CR 03/26/24	03607414	122,742.74	0.00	886,843.60
GL 504602-1000	INTEREST	AutoID: JH24820A Job: 3716278	JE 03/31/24	03716278	3,959.06	0.00	890,802.66
GL 504602-1000	TTLCR	AutoID: CG24425A Job: 3628887	CR 04/25/24	03628887	92,956.74	0.00	983,759.40
GL 504602-1000	JE46804	AutoID: JS24426C Job: 3629744	JE 04/26/24	03629744	0.00	91,692.34	892,067.06
GL 504602-1000	TTLCR	AutoID: CG24528A Job: 3650598	CR 05/28/24	03650598	120,632.47	0.00	1,012,699.53
GL 504602-1000	JE47105	AutoID: JG24606C Job: 3658953	JE 06/06/24	03658953	0.00	91,692.34	921,007.19
GL 504602-1000	JE47106	AutoID: JG24606C Job: 3658953	JE 06/06/24	03658953	0.00	91,692.34	829,314.85
GL 504602-1000	TTLCR	AutoID: CG24625A Job: 3673790	CR 06/25/24	03673790	105,622.36	0.00	934,937.21
GL 504602-1000	JA23101	AutoID: JG24705A Job: 3682042	JE 06/30/24	03682042	0.00	91,692.34	843,244.87
GL 504602-1000	JA23093	AutoID: JS24703C Job: 3682057	JE 06/30/24	03682057	0.00	274,096.00	569,148.87
*****Total *OBJT 1000		CLAIM ON CASH		DR	1,943,552.95	1,374,404.08	569,148.87
GL 504602-1100	TTLCR	AutoID: CG23829A Job: 3482382	CR 08/29/23	03482382	0.00	108,941.00	-108,941.00
*****Total *OBJT 1100		ACCOUNTS RECEIVABLE		DR	0.00	108,941.00	-108,941.00
GL 504602-1105	YEAREND	1. Balance Forward 2022-2023	JE 07/01/23	03774289	123,279.58	0.00	123,279.58
GL 504602-1105	TTLCR	AutoID: CG23725A Job: 3457819	CR 07/25/23	03457819	0.00	123,279.58	0.00
GL 504602-1105	JE45108	AR140514 081723 1/4% SALES TA	JE 08/31/23	03507165	108,941.00	0.00	108,941.00
GL 504602-1105	TTLAR	AutoID: AR24725A Job: 3698397	AR 06/30/24	03698397	104,866.75	0.00	213,807.75
GL 504602-1105	TTLAR	AutoID: AG24827A Job: 3721474	AR 06/30/24	03721474	147,184.12	0.00	360,991.87
*****Total *OBJT 1105		DUE FROM OTHER GOVERNMENTS		DR	484,271.45	123,279.58	360,991.87
GL 504602-1160	YEAREND	1. Balance Forward 2022-2023	JE 07/01/23	03774289	3,158.40	0.00	3,158.40
GL 504602-1160	INTRCBL	4th QTR INTEREST RVRS	JE 07/15/23	03461884	0.00	3,158.40	0.00
GL 504602-1160	INTRCBL	4th QTR INTEREST	JE 06/30/24	03694758	5,536.24	0.00	5,536.24
*****Total *OBJT 1160		INTEREST RECEIVABLE		DR	8,694.64	3,158.40	5,536.24
GL 504602-3000	YEAREND	1. Balance Forward 2022-2023	JE 07/01/23	03774289	0.00	737,463.62	737,463.62
*****Total *OBJT 3000		FUND BALANCE AVAILABLE		CR	0.00	737,463.62	737,463.62
GL 504602-4061	JE45108	AR140514 081723 1/4% SALES TA	JE 08/31/23	03507165	0.00	108,941.00	108,941.00

<== Fund Balance

SORT ORDER: OBJECT within BUDUNIT

SELECT BUDGET UNIT: 504602

Lg BUDGET UNIT	Primary Ref	Transaction Description	SS Ref Date	Job No	Debit	Credit	NET
GL 504602-4061	CR141107	CASH RECEIPTS 090823 1/4% SALE	CR 09/26/23	03499240	0.00	96,070.75	205,011.75
GL 504602-4061	CR141748	100623 1/4% SALES TAX ADV	CR 10/25/23	03515878	0.00	100,379.60	305,391.35
GL 504602-4061	CR142457	111523 1/4% SALES TAX ADV	CR 11/28/23	03533852	0.00	142,526.89	447,918.24
GL 504602-4061	CR143101	120823 1/4% SALES TAX ADV	CR 12/27/23	03550427	0.00	89,095.60	537,013.84
GL 504602-4061	CR143741	010524 1/4% SALES TAX ADV	CR 01/25/24	03569575	0.00	90,066.11	627,079.95
GL 504602-4061	CR144479	021524 1/4% SALES TAX ADV	CR 02/27/24	03589191	0.00	126,002.55	753,082.50
GL 504602-4061	CR145121	030824 1/4% SALES TAX ADV	CR 03/26/24	03607414	0.00	122,742.74	875,825.24
GL 504602-4061	CR145878	040524 1/4% SALES TAX ADV	CR 04/25/24	03628887	0.00	92,956.74	968,781.98
GL 504602-4061	CR146591	051624 1/4% SALES TAX ADV	CR 05/28/24	03650598	0.00	120,632.47	1,089,414.45
GL 504602-4061	CR147249	060724 1/4% SALES TAX ADV	CR 06/25/24	03673790	0.00	105,622.36	1,195,036.81
GL 504602-4061	TTLAR	AutoID: AR24725A Job: 3698397	AR 06/30/24	03698397	0.00	104,866.75	1,299,903.56
GL 504602-4061	TTLAR	AutoID: AG24827A Job: 3721474	AR 06/30/24	03721474	0.00	147,184.12	1,447,087.68
*****Total *OBJT 4061		LOCAL TRANSPORTATION TAX		CR	0.00	1,447,087.68	1,447,087.68
GL 504602-4301	INTEREST	1ST QTR 23/24 INTEREST	JE 10/31/23	03525441	0.00	2,833.99	2,833.99
GL 504602-4301	INTEREST	2ND QTR 23/24 INTEREST	JE 01/26/24	03570160	0.00	4,259.47	7,093.46
GL 504602-4301	INTEREST	3RD QTR 23/24 INTEREST	JE 03/31/24	03716278	0.00	3,959.06	11,052.52
GL 504602-4301	INTRCBL	4th QTR INTEREST	JE 06/30/24	03694758	0.00	5,536.24	16,588.76
*****Total *OBJT 4301		INTEREST FROM TREASURY		CR	0.00	16,588.76	16,588.76
GL 504602-5539	JE45149	JUL23 LTF I#230701-01	JE 09/08/23	03488991	1,399.17	0.00	1,399.17
GL 504602-5539	JE45149	JUL23 LTF I#230701-01	JE 09/08/23	03488991	7,835.92	0.00	9,235.09
GL 504602-5539	JE45149	JUL23 LTF I#230701-01	JE 09/08/23	03488991	566.50	0.00	9,801.59
GL 504602-5539	JE45149	JUL23 LTF I#230701-01	JE 09/08/23	03488991	81,890.75	0.00	91,692.34
GL 504602-5539	JE45297	AUG23 LTF I#230801-02	JE 10/05/23	03505352	1,399.17	0.00	93,091.51
GL 504602-5539	JE45297	AUG23 LTF I#230801-02	JE 10/05/23	03505352	7,835.92	0.00	100,927.43
GL 504602-5539	JE45297	AUG23 LTF I#230801-02	JE 10/05/23	03505352	566.50	0.00	101,493.93
GL 504602-5539	JE45297	AUG23 LTF I#230801-02	JE 10/05/23	03505352	81,890.75	0.00	183,384.68
GL 504602-5539	JE45298	SEP23 LTF I#230901-02	JE 10/05/23	03505352	1,399.17	0.00	184,783.85
GL 504602-5539	JE45298	SEP23 LTF I#230901-02	JE 10/05/23	03505352	7,835.92	0.00	192,619.77
GL 504602-5539	JE45298	SEP23 LTF I#230901-02	JE 10/05/23	03505352	566.50	0.00	193,186.27
GL 504602-5539	JE45298	SEP23 LTF I#230901-02	JE 10/05/23	03505352	81,890.75	0.00	275,077.02
GL 504602-5539	JE45942	NOV23 LTF I#231101-01	JE 01/02/24	03562449	1,399.17	0.00	276,476.19
GL 504602-5539	JE45942	NOV23 LTF I#231101-01	JE 01/02/24	03562449	7,835.92	0.00	284,312.11
GL 504602-5539	JE45942	NOV23 LTF I#231101-01	JE 01/02/24	03562449	566.50	0.00	284,878.61
GL 504602-5539	JE45942	NOV23 LTF I#231101-01	JE 01/02/24	03562449	81,890.75	0.00	366,769.36
GL 504602-5539	JE45943	OCT23 LTF I#231002-01	JE 01/02/24	03562449	1,399.17	0.00	368,168.53
GL 504602-5539	JE45943	OCT23 LTF I#231002-01	JE 01/02/24	03562449	7,835.92	0.00	376,004.45
GL 504602-5539	JE45943	OCT23 LTF I#231002-01	JE 01/02/24	03562449	566.50	0.00	376,570.95
GL 504602-5539	JE45943	OCT23 LTF I#231002-01	JE 01/02/24	03562449	81,890.75	0.00	458,461.70
GL 504602-5539	JE46029	I#231201-01 DEC23 LFT	JE 01/11/24	03560890	1,399.17	0.00	459,860.87
GL 504602-5539	JE46029	I#231201-01 DEC23 LFT	JE 01/11/24	03560890	7,835.92	0.00	467,696.79
GL 504602-5539	JE46029	I#231201-01 DEC23 LFT	JE 01/11/24	03560890	566.50	0.00	468,263.29
GL 504602-5539	JE46029	I#231201-01 DEC23 LFT	JE 01/11/24	03560890	81,890.75	0.00	550,154.04
GL 504602-5539	JE46232	JAN23 LTF I#240102-01	JE 02/06/24	03576518	1,399.17	0.00	551,553.21
GL 504602-5539	JE46232	JAN23 LTF I#240102-01	JE 02/06/24	03576518	7,835.92	0.00	559,389.13
GL 504602-5539	JE46232	JAN23 LTF I#240102-01	JE 02/06/24	03576518	566.50	0.00	559,955.63
GL 504602-5539	JE46232	JAN23 LTF I#240102-01	JE 02/06/24	03576518	81,890.75	0.00	641,846.38
GL 504602-5539	JE46401	FEB245 LTF I#240201-1	JE 03/01/24	03624907	1,399.17	0.00	643,245.55
GL 504602-5539	JE46401	FEB245 LTF I#240201-1	JE 03/01/24	03624907	7,835.92	0.00	651,081.47
GL 504602-5539	JE46401	FEB245 LTF I#240201-1	JE 03/01/24	03624907	566.50	0.00	651,647.97

SORT ORDER: OBJECT within BUDUNIT

SELECT BUDGET UNIT: 504602

Lg BUDGET UNIT	Primary Ref	Transaction Description	SS Ref	Date	Job No	Debit	Credit	NET
GL 504602-5539	JE46401	FEB245 LTF I#240201-1	JE	03/01/24	03624907	81,890.75	0.00	733,538.72
GL 504602-5539	JE46804	MAR24 LTF I240301-01	JE	04/26/24	03629744	1,399.17	0.00	734,937.89
GL 504602-5539	JE46804	MAR24 LTF I240301-01	JE	04/26/24	03629744	7,835.92	0.00	742,773.81
GL 504602-5539	JE46804	MAR24 LTF I240301-01	JE	04/26/24	03629744	566.50	0.00	743,340.31
GL 504602-5539	JE46804	MAR24 LTF I240301-01	JE	04/26/24	03629744	81,890.75	0.00	825,231.06
GL 504602-5539	JE47105	APR24 LTF I#240401-01	JE	06/06/24	03658953	1,399.17	0.00	826,630.23
GL 504602-5539	JE47105	APR24 LTF I#240401-01	JE	06/06/24	03658953	7,835.92	0.00	834,466.15
GL 504602-5539	JE47105	APR24 LTF I#240401-01	JE	06/06/24	03658953	566.50	0.00	835,032.65
GL 504602-5539	JE47105	APR24 LTF I#240401-01	JE	06/06/24	03658953	81,890.75	0.00	916,923.40
GL 504602-5539	JE47106	MAY24 LTF I#240501-01	JE	06/06/24	03658953	1,399.17	0.00	918,322.57
GL 504602-5539	JE47106	MAY24 LTF I#240501-01	JE	06/06/24	03658953	7,835.92	0.00	926,158.49
GL 504602-5539	JE47106	MAY24 LTF I#240501-01	JE	06/06/24	03658953	566.50	0.00	926,724.99
GL 504602-5539	JE47106	MAY24 LTF I#240501-01	JE	06/06/24	03658953	81,890.75	0.00	1,008,615.74
GL 504602-5539	JA23101	JUN24 LTF I#2023-02	JE	06/30/24	03682042	1,399.17	0.00	1,010,014.91
GL 504602-5539	JA23101	JUN24 LTF I#2023-02	JE	06/30/24	03682042	7,835.92	0.00	1,017,850.83
GL 504602-5539	JA23101	JUN24 LTF I#2023-02	JE	06/30/24	03682042	566.50	0.00	1,018,417.33
GL 504602-5539	JA23101	JUN24 LTF I#2023-02	JE	06/30/24	03682042	81,890.75	0.00	1,100,308.08
GL 504602-5539	JA23093	23/24 LTF RESOLUTION# 2024-05	JE	06/30/24	03682057	4,634.00	0.00	1,104,942.08
GL 504602-5539	JA23093	23/24 LTF RESOLUTION# 2024-05	JE	06/30/24	03682057	27,410.00	0.00	1,132,352.08
GL 504602-5539	JA23093	23/24 LTF RESOLUTION# 2024-05	JE	06/30/24	03682057	15,000.00	0.00	1,147,352.08
GL 504602-5539	JA23093	23/24 LTF RESOLUTION# 2024-05	JE	06/30/24	03682057	227,052.00	0.00	1,374,404.08
*****Total *OBJT 5539		OTHER AGENCY CONTRIBUTIONS		DR		1,374,404.08	0.00	1,374,404.08
*****Total *BUDG 504602		LOCAL TRANSPORTATION TRUST		DR-CR		3,810,923.12	3,810,923.12	0.00
		** G R A N D T O T A L **		DR-CR		3,810,923.12	3,810,923.12	0.00

Informational Item No. 5

Q1 FY2024-2025 Overall Work Program
Progress Report and RPA invoice



INYO COUNTY LOCAL TRANSPORTATION COMMISSION



P.O. DRAWER Q
INDEPENDENCE, CA 93526
PHONE: (760) 878-0201
FAX: (760) 878-2001

Michael Errante
Executive Director

S T A F F R E P O R T

MEETING: January 15, 2025

PREPARED BY: Justine Kokx, Transportation Planner

SUBJECT: Quarter 1 Fiscal Year 2024/2025 Invoice to Caltrans for Rural Planning Assistance (RPA) funds

STAFF RECOMMENDATION:

Staff recommends your Commission to receive this staff report for informational purposes. No action is required.

OVERVIEW:

The Inyo County Local Transportation Commission staff has invoiced the State for reimbursement of Rural Planning Assistance (RPA) funds totaling \$116,127 for the 1st quarter of FY 2024-2025. The invoice is for work completed in accordance with the FY 2024-2025 Overall Work Program.

BACKGROUND:

There are three main types of funds included to cover Inyo County LTC expenses in implementing the OWP. These are 1) RPA funds; 2) Planning, Programming, and Monitoring funds (PPM) funds; and Local Transportation Funds (LTF) that are primarily related to transit.

RPA are state transportation planning funding included in a State Budget line item, allocated by Caltrans per population formula to rural RTPAs. It is provided on a reimbursement basis, after costs are incurred and paid for using local funds. This is the primary source of funding for the Inyo County LTC. The Caltrans Office of Regional and Interagency Planning (ORIP) administers RPA funds. The LTC receives an annual Financial Audit and a performance audit every three years as a condition for receiving these funds.

PPM funds are part of the State Transportation Improvement Program (STIP) and are not to exceed 5% of the total funds programmed in the STIP by the Inyo County LTC. PPM funds are used for planning and project development and serve as a supplement to the RPA funds.

LTF funds are derived from a ¼% of the sales tax received countywide. These funds are a primary source of funding for the Eastern Sierra Transit Authority. A portion of these funds are also used to

administer the Transportation Development Act and also are set aside for bicycle and pedestrian projects.

Each fund type has specific guidelines as to the type of work that can be performed. The Overall Work Program sets forth which tasks are eligible for which type of funding. Many tasks can be completed with either RPA or PPM funds. In general, the first priority is to expend RPA funds because only 25% of the funds can carry over into the next year. PPM funds can be carried over for three years and thus give the LTC more flexibility in expending these funds.

SUMMARY DISCUSSION:

RPA

For the first quarter of FY24-25, \$63,099 or 27% of the FY24-25 RPA funds were spent. The full allocation is \$230,000.

PPM

The LTC expended \$18,573 or 14% of PPM funds in Quarter 1. In FY24-25 the LTC is expending against the FY23-24 & FY24-25 allocations of \$157,000 and \$180,000 respectively.

Local Transportation Funds (LTF)

These funds are allocated to the LTC based on ¼% of the Countywide sales tax. The first quarter invoice is \$20,100 or 21% of the FY24-25 LTF Funds allocated of \$97,169.

Moving Forward

The LTC is on track towards fully expending its RPA allocation of \$230,000 this fiscal year. The LTC prioritizes spending down the more restrictive RPA monies first, followed by PPM. PPM expenses are also on track to maximize the FY23-24 & FY24-25 allocations.

Attachments:

- Q1 Invoice narrative summary & RFR to Caltrans

Inyo Local Transportation Commission
QUARTER 1 PROGRESS REPORT FOR THE 2024-2025 OVERALL WORK PLAN (OWP)

Work Element

100.1 Compliance and Oversight:

The principal activity conducted in this work element is the documentation of planning-related activities, and the support and maintenance of services required to implement the transportation planning programs and processes. This includes, preparing agendas, attend monthly meetings, completing minutes and updating the ICLTC website (<https://www.inyocounty.us/services/public-works/inyo-county-local-transportation-commission>). During the 1st quarter of FY24-25, the Inyo LTC held one regular Commission meetings in August. The meeting was conducted in person with a Zoom/virtual option. Staff responded to FY22-23 fiscal audit requests and provided information as needed. Prepared various year-end reporting requirements, including the Q4 RPA invoice and OWP report.

110.1 Overall Work Program (OWP):

Staff prepared the Quarter 4 quarterly report and Rural Planning Assistance (RPA) invoice. Finalized the FY23-24 OWP.

200.1 Regional Transportation Improvement Program (RTIP):

Prepared FY24-25 Planning Programming Monitoring (PPM) allocation request.

300.1 Administer Transit:

Administered and allocated Local Transportation Funds (LTF) and State Transit Assistance (STA). This is an on-going activity, including the periodic review of transit route performance reports and Transit funding. This element includes monitoring Eastern Sierra Transit Authority (ESTA) as a Transportation Development Act (TDA) claimant. July through September monthly LTF, and quarterly STA and State of Good Repair (SGR) distributions were made according to current year Resolutions. Prepared and submitted FY23-24 LTF reserves distribution. Obtained Commission approval for the FY24-25 SGR project list.

310.1 Coordinate Transit Services:

Focused on optimizing the delivery of transportation services by reviewing opportunities to enhance overall transit performance within funding constraints and mindful of public need. Continuous reporting and coordination with the County and ESTA on the SB 125 program, LTF funding, PTMISEA transit grant, LCTOP and SGR program. Obtained Caltrans approval of final unmet transit needs for the calendar year 2024. Assisted ESTA Executive Director with SB 125 allocation request.

400.1 Project Development and Monitoring:

We continually monitor and assist with preliminary development of local projects. Staff have been discussing the potential for future grant submittals. Submitted year end invoice and final documents to Caltrans for the Clean California grant program along Lone Pine Main Street. Staff volunteered as an evaluator for the Cycle 7 ATP program and evaluated 10 ATP applications during July and August. Developed a better understanding of the ATP Program which will benefit future local Inyo County projects.

400.2 Development of Grant Proposals

Worked with LSC Transportation Consultants to identify a project for HSIP grant cycle 12 and the current STPG cycle. An application was prepared for the HSIP program to improve safety on Trona Wildrose through the Slate Range.

400.3 Inyo County Electric Vehicle Charging Infrastructure Network Plan (ICEVCINP) – Sustainable Transportation Planning Grant

Consultant Procurement: In January, staff developed the Request For Proposals for the ICEVCINP. Published the RFP on the American Planning Association and on the Local Transportation Commission websites. The RFP was released on February 1, 2024, and ended March 28, 2024. A team of six evaluators comprised of planning, engineering staff and ESTA partners scored seven proposals and selected the highest-ranking consultant. The Inyo County Board of Supervisors approved the contract on May 21, 2024. Have held three meetings (July, August & October) with the consultant to move the stakeholder engagement process forward and begin the fleet conversion analysis.

500.1 Coordination and Regional Planning:

Staff attended Rural Counties Task Force (RCTF) and RTPA meetings. Staff attended Mono County LTC meetings. Held monthly collaboration meetings with Caltrans District 9 Planning staff prior to regular LTC meetings. Staff coordinated with ESCOG’s Executive Director about the possibility of applying for the federal Reconnecting Communities grant program. Prepared a letter of support for the application and obtained Commission approval in September.

510.1 Regional Transportation Plan:

The Final 2023 Regional Transportation Program (RTP) was adopted on November 29, 2023. Staff are working on a strategy/policy for leveraging funds to incorporate into the RTP as an amendment.

600.1 Pavement Management System (PMS)/Geographical Information System (GIS):

Staff continue to develop a viable means of conducting pavement management program in-house. Coordinated with consultants to pilot their AI technology that is being programmed to capture PCI data in real time. Trained a new public works employee on the pavement inventory process. Staff have nearly completed this year’s 1/3rd of the inventory with the southeast county remaining to finish.

700.1 Planning Programming and Monitoring

Most of these tasks are the same as those in Work Elements 100.1, 200.1, 400.1, 400.2, 500.1 and 600.1. PPM just represents a second available source of funding. Work in Quarter 1

included the preparation of multiple Board of Supervisor agenda requests. Attended grant workshops to improve awareness of potential future funding opportunities, including the HSIP Cycle 12 grant program. Staff have been identifying potential viable projects for the next STPG cycle. Also identifying possible future projects for upcoming RTIP and FLAP grant cycles. Staff are working with AI tech software company to improve the viability of using AI to assist with the labor-intensive pavement inventory process.

Summary of Expenditures:

	Total Q1	% exp To Date
RPA	\$ 63,099.13	27%
LTF	\$ 20,099.57	21%
SB1	\$ 14,356.05	6%
PPM	\$ 18,572.57	14%
Total	\$ 116,127.32	

Q1 Summary

Non-OWP RPA RPA RPA LTF LTF RPA RPA SB1 RPA RPA RPA RPA PPM

100.1 110.1 200.1 310.1 510.1 700.1
 Compliance Overall Regional 300.1 Coordinate 400.1 Local 400.4 500.1 Regional Planning,
 Other-Non & Work Trans. Administer Transit Services Project 400.2 Grant 400.3 Trans. Coordination Transportati 600.1 g, &
 OWP Oversight Program Impr. Prog. Transit Services Development Devel'pment ICEVICNP Funding & Reg. Plan. on Plan PMS/GIS Monitoring

Enter Fringe Benefits Q1	\$ 95,000	\$ 10,000	\$ 3,000	\$ 87,169	\$ 10,000	\$ 35,000	\$ 25,000	\$ 224,205	\$ 2,000	\$ 10,000	\$ 2,000	\$ 48,000	\$ 136,589
Brandon Bardonnex	457.81	\$ 412.03	\$ -	\$ -	\$ 45.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Katie Carrington	14.55	\$ 13.09	\$ -	\$ -	\$ 1.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Breanne Nelums	362.70	\$ 290.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72.54	\$ -	\$ -	\$ -
Mike Errante	3,448.38	\$ 1,724.19	\$ -	\$ 344.84	\$ -	\$ 344.84	\$ -	\$ -	\$ -	\$ 689.68	\$ 344.84	\$ -	\$ -
Justine Kokx	31,986.91	\$ 7,569.68	\$ -	\$ -	\$ 318.19	\$ 909.13	\$ 6,499.62	\$ 715.22	\$ 1,277.30	\$ 613.04	\$ 9,112.26	\$ -	\$ 4,972.46
Cap Aubrey	1,337.27	\$ 668.64	\$ -	\$ 133.73	\$ -	\$ 133.73	\$ -	\$ -	\$ -	\$ -	\$ 267.45	\$ 133.73	\$ -
Tina Chinzi		\$ 500.09	\$ -	\$ 100.02	\$ -	\$ 100.02	\$ -	\$ -	\$ -	\$ -	\$ 200.04	\$ 100.02	\$ -
Sarah Wilson		\$ 142.48	\$ -	\$ -	\$ 15.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mustafa Rasooli	7,142.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,142.10
Total Sal & Bens	\$ 11,320.37	\$ -	\$ -	\$ 578.58	\$ 381.26	\$ 1,487.71	\$ 6,499.62	\$ 715.22	\$ 1,277.30	\$ 613.04	\$ 10,341.97	\$ 578.58	\$ 12,114.56

Enter ADR Totals

5024 PERS Unfunded Li	\$ 29,734.00	\$ -	\$ 9,911.33	\$ -	\$ -	\$ 9,911.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,911.33
5025 Retiree Health Be	\$ 12,155.25	\$ -	\$ 4,051.75	\$ -	\$ -	\$ 4,051.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,051.75
5121 Internal Charges	\$ 286.78	\$ -	\$ 95.59	\$ -	\$ -	\$ 95.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95.59
5123 Tech Refresh	\$ 925.50	\$ -	\$ 308.50	\$ -	\$ -	\$ 308.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308.50
5124 External Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5129 Internal Copy Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5152 Workers Comp	\$ 843.51	\$ -	\$ 281.17	\$ -	\$ -	\$ 281.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281.17
5155 Public Liability	\$ 1,554.24	\$ -	\$ 518.08	\$ -	\$ -	\$ 518.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 518.08
5175 Maintenance Fuel	\$ 334.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 334.10	\$ -
5232 Office & Other Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5263 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5650 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5265 Professional Services	\$ 7,873.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 757.50	\$ 6,416.25	\$ -	\$ -	\$ -	\$ 700.00	\$ -
5311 General Operating	\$ 674.96	\$ -	\$ 6.00	\$ -	\$ -	\$ 6.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 656.96	\$ 6.00
5315 County Cost Plan	\$ 9,174.51	\$ -	\$ 3,058.17	\$ -	\$ -	\$ 3,058.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,058.17
5331 Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5539 Other Agency Cor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5700 Construction in Pr	\$ 6,662.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,662.50	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Quarter Total	\$ -	\$ 29,550.97	\$ -	\$ 578.58	\$ 18,611.86	\$ 1,487.71	\$ 6,499.62	\$ 1,472.72	\$ 14,356.05	\$ 613.04	\$ 10,341.97	\$ 578.58	\$ 13,805.62	\$ 18,230.60
Year to Date	\$ -	\$ 29,550.97	\$ -	\$ 578.58	\$ 18,611.86	\$ 1,487.71	\$ 6,499.62	\$ 1,472.72	\$ 14,356.05	\$ 613.04	\$ 10,000.00	\$ 578.58	\$ 13,805.62	\$ 18,572.57

% Complete 31% 0% 19% 21% 15% 19% 6% 6% 31% 100% 29% 29% 14%

Inyo County Local Transportation Commission
Overall Work Program-RPA
1st Quarter Report

Work Element	Work Element Title	% Expended Year to Date	Scheduled Completion	RPA	Total Expended 1st Quarter	Total Expended to Date	Balance
100.1	Compliance & Oversight	31.11%	06/30/25	\$95,000	\$29,550.97	\$29,550.97	\$65,449.03
110.1	Overall Work Program	0.00%	06/30/25	\$10,000	\$0.00	\$0.00	\$10,000.00
200.1	RTIP	19.29%	06/30/25	\$3,000	\$578.58	\$578.58	\$2,421.42
400.1	Local Project Development	18.57%	06/30/25	\$35,000	\$6,499.62	\$6,499.62	\$28,500.38
400.2	Grant Development	5.89%	06/30/25	\$25,000	\$1,472.72	\$1,472.72	\$23,527.28
400.4	Trans. Funding	30.65%	06/30/25	\$2,000	\$613.04	\$613.04	\$1,386.96
500.1	Coord. and Reg. Planning	100.00%	06/30/25	\$10,000	\$10,000.00	\$10,000.00	\$0.00
510.1	Regional Transportation Plan	28.93%	06/30/25	\$2,000	\$578.58	\$578.58	\$1,421.42
600.1	PMS/GIS	28.76%	06/30/25	\$48,000	\$13,805.62	\$13,805.62	\$34,194.38
TOTALS				\$230,000	\$63,099.13	\$63,099.13	\$166,900.87

Inyo County Local Transportation Commission
 Overall Work Program-RPA/LTF/PPM/SB1
 1st Quarter Report

Work Element	Work Element Title	% Expended Quarter 1	Scheduled Completion	RPA	PPM	LTF Transit	SB1-ICEVICNP	Total Expended 1st Quarter	Total Expended to Date	Balance
100.1	Compliance	31%	06/30/25	\$95,000				\$29,550.97	\$29,550.97	\$65,449.03
110.1	Overall Work	0%	06/30/25	\$10,000				\$0.00	\$0.00	\$10,000.00
200.1	RTIP	19%	06/30/25	\$3,000				\$578.58	\$578.58	\$2,421.42
300.1	Administer	21%	06/30/25			\$87,169		\$18,611.86	\$18,611.86	\$68,557.14
310.1	Coordinate	15%	06/30/25			\$10,000		\$1,487.71	\$1,487.71	\$8,512.29
400.1	Local Project	19%	06/30/25	\$35,000				\$6,499.62	\$6,499.62	\$28,500.38
400.2	Grant	6%	06/30/25	\$25,000				\$1,472.72	\$1,472.72	\$23,527.28
400.3	SB1-ICEVICNP	6%	06/30/25				\$224,205	\$14,356.05	\$14,356.05	\$209,848.61
400.4	Trans. Funding	31%	06/30/25	\$2,000				\$613.04	\$613.04	\$1,386.96
500.1	Coord. and Reg. Planning	100%	06/30/25	\$10,000.00				\$10,000.00	\$10,000.00	\$0.00
510.1	RTP	29%	06/30/25	\$2,000.00				\$578.58	\$578.58	\$1,421.42
600.1	PMS/GIS	29%	06/30/25	\$48,000				\$13,805.62	\$13,805.62	\$34,194.38
700.1	PPM	14%	06/30/25		\$136,589			\$18,572.57	\$18,572.57	\$118,016.43
TOTALS				\$230,000	\$136,589	\$97,169.00	\$224,204.66	\$116,127.32	\$116,127.32	\$571,835.34

RPA Budget	\$230,000	expended =	63,099.13	remaining =	166,900.87
PPM Budget	\$136,589	expended =	18,572.57	remaining =	118,016.43
Transit Budget	\$87,169	expended =	20,099.57	remaining =	77,069.43
SB1 Budget	\$224,205	expended =	\$14,356	remaining =	\$209,849
			\$116,127.32		\$571,835.34


Name of Agency: Inyo County Local Transportation Commission
Address: PO Drawer Q, 168 N. Edwards St., Independence, CA 93526

Request for Reimbursement (RFR)

Agency Invoice #: 1 **MFTA:** 74A0790 **Fiscal Year:** 2024-2025

Period of Reimbursement: **Start Date:** 7/1/2024 **End Date:** 9/30/2024

I certify that I am a duly authorized representative of the above referenced Regional Transportation Planning Agency (RTPA) and the request for reimbursement is consistent with the terms of the Master Fund Transfer Agreement (MFTA) expiring December 31, 2024, entered into between the RTPA and the State of California, Department of Transportation. The reimbursement request is for eligible work completed in accordance with the above mentioned FY's approved Overall Work Program (OWP). **By signing this RFR, the RTPA certifies that all State and Federal matching requirements have been met.**

LOCAL AGENCY Use Only						
<u>Current Fiscal Year</u> Reimbursement Breakdown. This portion must be completed by local agency to receive reimbursement.						
Funding Source	Minimum Required Match %	State OWP/A Approved Amount	State Reimbursable Amount	Match Amount	State Amount Previously Invoiced	State Balance
RPA	0.00%	\$ 230,000.00	\$ 63,099.13		\$ -	\$ 166,900.87
RPA Grant	0.00%					\$ -
SHA	11.47%					\$ -
SB1 Competitive	11.47%	\$ 227,611.00		\$ 14,356.05		\$ 227,611.00
Adaptation	11.47%					\$ -
Total Approved Amt per Amend #		\$ 457,611.00				
Current Invoice Amount			\$ 63,099.13			
Inyo County LTC, Justine Kokx, Senior Transportation Planner LOCAL AGENCY Name & Title (please print)				 Signature	10/23/2024 Date	

Caltrans DISTRICT Use Only		
I certify that I am duly authorized by the Department of Transportation to approve payment to the RTPA. The RTPA has an approved Overall Work Program and the request for reimbursement is consistent with the Master Fund Transfer Agreement between the State of California, Department of Transportation and the RTPA. This authorization to pay acknowledges receipt of services billed.		
District Name & Title (please print)	Signature	Date

Caltrans HQs Use Only				
Amount:	L#:	Project ID#:	Contract #:	RC#:

Informational Item No. 7

ESTA Executive Director's Report

STAFF REPORT

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

Staffing

The fall recruitment class is graduating and ready for winter operations. We successfully trained and licensed six drivers with five washouts not meeting our standards.

Vehicles

We are in the process of selling off old vehicles to raise the average age of the fleet. Old buses are expensive to operate.

Technology

We stumbled on purchasing new rideshare software and have been forced to look for a replacement. The company that sold us the poorly performing software convinced us that they could meet our needs, but they could not. We expect to incorporate another system early next year.

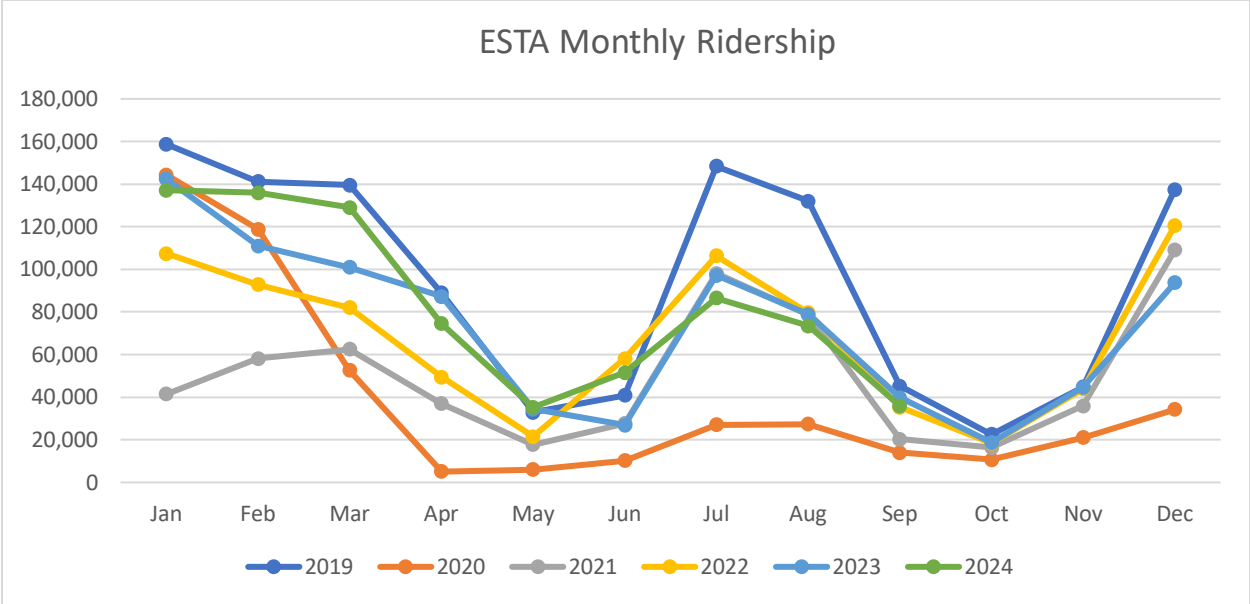
Ridership

There were no significant service cancellations affecting ridership.

The charts below show the ridership by month and year since pre-Covid. The 2019 dark blue line has served as our ridership goal for the last few years. We are on track to break 900,000 riders this year.

September Ridership Report								
Route	Pre-Covid 2019	2020	2021	2022	2023	2024	Change Current vs. Last year	% Change Current vs Pre-Covid
Benton	39	7	9	15	9	9	0	-77%
Bishop Dial-a-Ride	3,522	2,197	2,434	3,414	3,470	3,258	-212	-7%
Bridgeport-Carson	12	18	10	14	16	13	-3	8%
Lancaster	608	274	373	526	783	801	18	32%
Lone Pine-Bishop	366	212	250	314	358	389	31	6%
Lone Pine Dial-a-Ride	417	347	383	439	474	451	-23	8%
Mammoth Fixed Route	24,783	10,052	15,479	21,607	21,517	18,716	-2,801	-24%
Mammoth Dial-a-Ride	249	103	111	261	213	236	23	-5%
Mammoth Express	397	164	223	261	435	375	-60	-6%
Night Rider	313	101	253	363	455	266	-189	-15%
Reds Meadow	13,366	0	71	7,333	10,842	10,090	-752	-25%
Reno	990	414	723	826	1	1,253	1,252	27%
Walker Dial-a-Ride	118	21	31	5	11	64	53	-46%
Total	45,180	13,910	20,350	35,378	38,584	35,921	-2,663	-20%

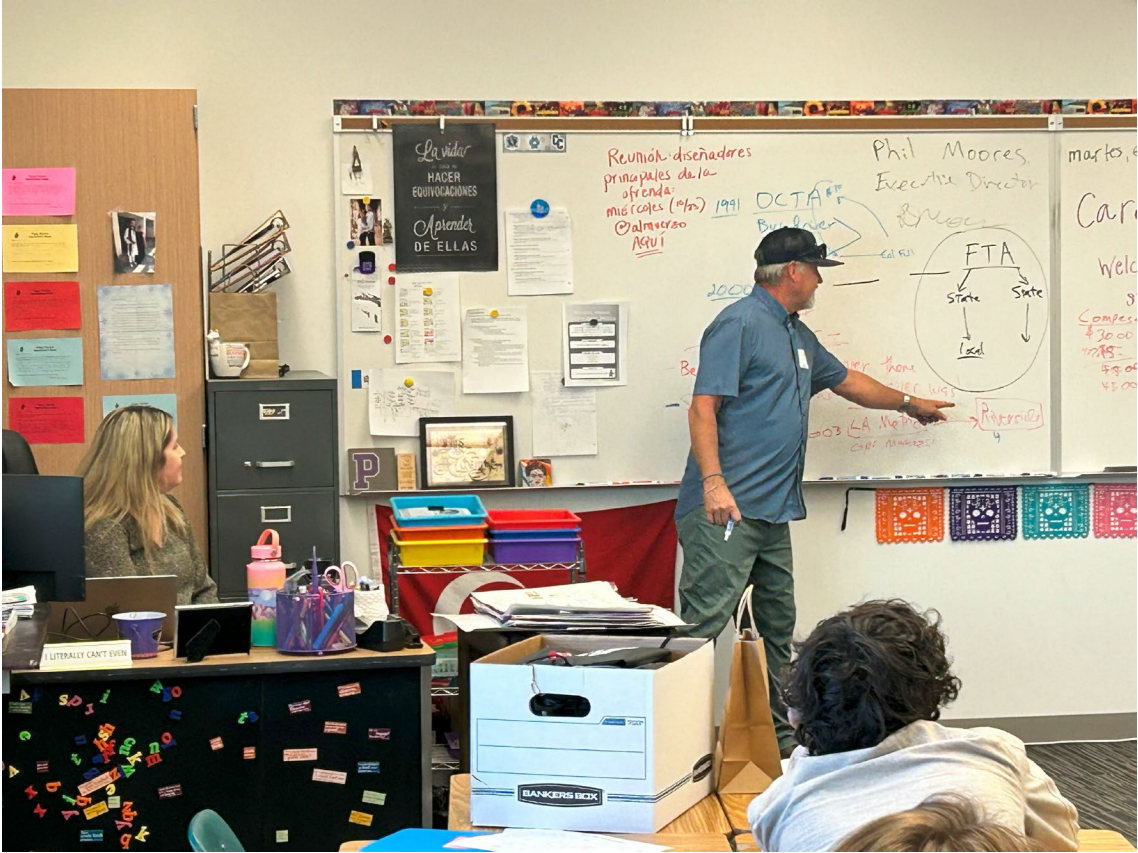
Historical Ridership Data						
Year	2019	2020	2021	2022	2023	2024
Jan	158,754	144,341	41,512	107,382	142,382	137,144
Feb	141,240	118,822	58,171	92,870	111,066	135,978
Mar	139,505	52,582	62,457	82,051	100,995	128,995
Apr	88,883	5,086	37,046	49,395	87,321	74,479
May	32,963	5,970	17,744	21,511	34,378	35,293
Jun	40,859	10,175	27,664	58,080	26,893	51,591
Jul	148,430	27,061	98,102	106,363	97,231	86,605
Aug	131,970	27,404	78,722	79,686	78,931	73,509
Sep	45,200	13,952	20,362	35,385	39,788	35,921
Oct	22,493	10,684	16,439	18,409	18,715	
Nov	44,798	21,122	35,868	43,835	44,608	
Dec	137,404	34,229	109,009	120,536	93,774	
Total	1,134,518	473,448	605,117	817,525	876,082	759,515



Marketing

Our annual Stuff-a-Bus at Bishop Grocery Outlet was a success. We collected food to fill the Salvation Army’s pantry. A similar event took place in Mammoth on December 6th during the Tree Lighting Ceremony at the Community Recreation Center (CRC) from 5pm – 6:30pm.

I participated in Career Day at Mammoth High School. My presentation included information about a career in transit and more general tips about preparing for a professional career.



Our mascot, Esty, is getting a new outfit! We hired a professional designer to build a quality costume that will look good and last a long time. Finally, ESTA participated in Bishop's annual Christmas parade.