



- b. Ratify via minute order the audit of fiscal year 2021-2022, and the Executive Director to sign the Audit Engagement Letter with Price Paige & Company.
3. Ratify via minute order the Initial Allocation Package for SB125 Transit & Inner-City Rail Capital Program (TIRCP) funds and authorize the Executive Director to sign submittal documents.

### **DISCUSSION ITEMS**

4. [FY2024-2025 Draft Overall Work Program](#)

### **INFORMATIONAL ITEMS**

5. City of Bishop Report
  - Notice of Intent, East Line Street Bridge
6. ESTA Executive Director's Report
  - Executive Director's Report & Annual Report Attached
7. Caltrans Report
8. Tribal Report
9. DVNP Report
10. USFS Report
11. Executive Director's Report
  - Review the ICLTC's approved USBR 85 designation.
12. Reports from all members of the Inyo County LTC

### **CORRESPONDENCE**

None

### **ADJOURNMENT**

Adjourned until 8:00 a.m. Wednesday March 20, 2024, Bishop City Chambers.

Chair Celeste Berg, Vice-Chair Jeffery Ray, Commissioners: Jennifer Roeser, Stephen Muchovej, Jose Garcia, Scott Marcellin

### **UPCOMING AGENDA ITEMS**

- SSTAC Unmet Transit Needs hearings (March/April)
- FY2024-2025 Final Overall Work Program (May)



# 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:** February 21, 2024

**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 2024 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 2023, 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. New Chair then takes the lead of the meetings from that point.



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Michael Errante, Executive Director

## INYO COUNTY LOCAL TRANSPORTATION COMMISSION Bishop City Council Chambers 301 W. Line St., Bishop, CA 93514 **Minutes**

**November 29, 2023**

**8:11 a.m.** Open Meeting

### **1. Roll Call**

#### **Commissioners Present**

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

#### **Others Present**

Justine Kokx: LTC Transportation Planner  
Phil Moores: ESTA  
John Pinckney: Inyo County Public Works  
Michale Errante: Inyo County Public Works  
Robert Strub; Lone Pine Resident  
Sabine Elia: Lone Pine Resident  
Maggie Ritter: Caltrans  
Neil Peacock: Caltrans  
Annelise Quintanar: Caltrans  
Mark Heckman: Caltrans

## 2. Public Comment

None

### **ACTION ITEMS**

#### 1. Consent Agenda

- a. Approve via Minute Order to revise page 4 of the ICLTC Organizational & Procedures Manual to change the usual meeting time from 9:00 a.m. to 8:00 a.m.
- b. Approve the minutes of the meeting of October 18, 2023.

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

#### 2. Hold a Public Hearing and Adopt the 2023 [Inyo County Regional Transportation Plan](#) via Minute Order.

\*Public comment received by Phil Moores – requested the Final RTP include language to strengthen or bolster Hydrogen as an alternate fuel in the Plan. Incorporate the additions on pages 89 and 101 of the RTP.

\*Public comment received by Robert Strub - to acknowledge the increase in Inyo County in electrical vehicle charging infrastructure from four years ago, and to also consider the County's lower grades (along Hwy 395) as conducive in terms of energy usage to alternate fuels.

**\*\*Approval of the 2023 RTP with proposed changes motioned by Commissioner Muchovej and seconded by Vice Chair Ray. All in favor.**

#### 3. Hold a Public Hearing and Adopt the 2024 Inyo County Regional Transportation Improvement Program via Minute Order.

Justine summarized the final version of the RTIP, which includes \$1.7 million in match for the State Line Rd FLAP grant and continues the programming of the East Line Street Bridge project. Kern Cog adopted their final RTIP on the 16<sup>th</sup>, which included the Lone Pine Town Streets Rehab project. The CTC may request adjustments in January.

\*No Public Comment

**\*\*Approval of the 2024 RTIP motioned by Commissioner Muchovej and seconded by Commissioner Garcia. All in favor.**

#### 4. Approve Resolution No. 2023-09, Amendment No. 1 to the [2023-2024 Inyo County Overall Work Program \(OWP\)](#)

The amendment is to incorporate the approximately \$25,000 rollover of prior year RPA funding. Amend work elements to accommodate the monitoring of some grants and to apply for an ATP

grant. The other work element is to incorporate the Sustainable Transportation Planning Grant of \$207,000 for the development of the EV charging and network infrastructure plan.

**\*\*Approval of Resolution No. 2023-09 motioned by Commissioner Marcellin and seconded by Commissioner Muchovej. All in favor.**

## **DISCUSSION ITEMS**

None

## **INFORMATIONAL ITEMS**

### **5. City of Bishop Report**

Commissioner Muchovej provided the update. Public Works has mainly been focused on street cleaning and also preparations for the East Line Bridge project and as well as phase one of the Whitney Alley project at this point in time.

### **6. ESTA Executive Director's Report**

Phil Moores reported - We have kicked off our All Aboard children's program. We're touring all the preschools, kindergartens, daycare centers in both counties with my diabolical plan to get kids hooked on transits early. Stuff a Bus event on November 18th was a great outlet. We got probably four six-foot pallets filled with food that we took to the Salvation Army Pantry.

Ridership is still down a little bit, leveling off from 2020, there were only 13,000 riders in September that year. Then we started to improve. Improvement is slowing down a little bit. It's only about another 4,000 year over year here where it was 15,000.

We're discussing a partnership with YARTS on hydrogen in the Mammoth area. They have a bus that comes over the grade in the summer over the 120, they're looking at hydrogen and there's quite a bit of funding out there right now specifically for infrastructure and vehicles. You can put chains on hydrogen bus, not on electric.

Initially we're looking at getting some land to put just a tank on so that they would truck it in. Tuolumne County is building a new hydrogen production facility. So that would reduce the cost of trucking it in. If we could bring in some tanks and fueling stations that they would truck it in and we could do it both at Bishop and in Mammoth actually to start. If we can get a piece of land that would eventually develop into some sort of production facility on the east side of California, that would be ideal. And having said that, this is a big boy game. This is a Caltrans LADWP, the County, all the fleets.

Mark Heckman Asked how the new automated reservations system is going.

Phil replied give us a month or two to collect some data and some ridership information and we'll know how it's working. We knew ridership was down and that's why we pushed the marketing of it because we felt it should be more people. It's really inexpensive and it's very convenient. Mike Errante asked Phil if he had done a comparison on the cost between electric and hydrogen.

Phil replied that the zero emissions plan has been developed, by 2026 we must start purchasing exclusively zero emission vehicles to about 25% of our purchases in '26. But by '29, a hundred percent of our purchases must be zero emission. So, I'm trying to set us up for success on that. Hydrogen is a little more complicated in that you can't just tie into SCE or your local power company. You can't just tie into it. You have to produce it and the facility that produces it is not cheap and it requires staffing and maintenance. It's going to be a bit of a lift, but I think it's a good lift. I think it's worth the effort.

Chair Berg asked Phil about the timeline for the grants he mentioned.

The LTC must approve projects for the Transit & Inner-City Rail Capital Program (TRCIP). There's also a Zero Emission Transit Capital Program (ZETCP). They're together and the Inyo LTC will receive \$300,000 towards transit equipment and operations that do two things, decrease greenhouse gases and increase ridership. I have another one that I'm just reading about that's pure hydrogen, that's millions of dollars. There's just so much money right now. I don't think I'll ever see this kind of funding opportunity to get in my career to be honest with you. This kind of money comes around once every 10 plus years, so I want to make sure we're on the ball with it. And I don't know the deadline of that other one yet, but I'll find out. But I know the TRCIP project list is due by the 31st of December.

## 7. Caltrans Report

Caltrans Monthly Report provided by Annelise Quintanar. Neil Peacock introduced Annelise Quintanar, she was highly sought after for her experience on the capital project side.

The northbound 395 lane closure is still closed as of today. Just one out of the four lanes are closed. It was supposed to reopen November 21st and I'll have a new update about that area by the end of this week. North 395 lane closure is also continued, expected to reopen April of 2024. We also have Hwy 6, 120 and 168 flood damage projects. The construction will be complete 5-31-2023. The Olancha flood damage project is still ongoing. One lane is still open. The Independence lighting project is nearly complete. The Dusty Lane turn pocket permit work started on October 9th and we're working to coordinate permits on construction and placement of lighting. Bishop Pavement is anticipated to start in Fall 2024. The Fish Springs Pavement expected to start January '25 through October '25. So those are some cool projects on the way. The golf course two-way left turn lane project begins in May 2024, so it is right around the corner and is expected to end next October 2024. SR 168 bike and ped improvements construction tentative start date will be May '24. So, we have a really busy year in 2024.

Neil added that he is familiar with the North Coast Transit Consortium that's taking place between regional transit operators all the way from Lake County up to Del Norte County and they're specifically looking at hydrogen, both production and transport throughout the entire North coast region. He also expressed appreciation for Kern Cog for their work with the Inyo LTC on the Lone Pine Town streets. That's reflective of one of the things that we really want to work toward is strengthening, continuing maintaining those kinds of partnerships over the long range.

Maggie echoed the importance of hydrogen as a topic of interest, it's on the forefront in other locations, such as Mono LTC.

**8.** Tribal Report – Report provided by Cindy Duriscoe of the Big Pine Paiute Tribe. Bishop and Big Pine Tribes are in the process of coordinating and getting all the documents and paperwork in place, & insurance requirements for the Clean Mobility Options Project. Need to have a voucher agreement signed with all these documents in place, limited waiver of sovereign immunity, the insurance certificates, and of course tribal resolution approving the funds by March. We are trying to get those all done and in place by the end of January. Working on our active transportation grant proposal and are still in the information gathering stages of that. We are receiving technical assistance through the California Transportation Commission. Our consultants are assisting to refine the scope of work in coordination with the Caltrans Fish Springs Project.

**9.** DVNP Report

None

**10.** USFS Report

None

**11.** Executive Director's Report – Mike Errante reported - Thank you all for providing the input for the RTP, it's very helpful for our staff and it's meaningful, so thank you very much for spending the time to help guide us. We've all been experiencing unprecedented shortages in human resources and we're finding new ways to do hybrid meetings and there's been such a turnover in every agency I work with. It's hard to engage. Obviously, doing this remotely has been working somewhat, and I appreciate you Neil, for coming out, taking the time. It does help to have that personal touch. So, thank you. And Phil, thank you for volunteering for leading Hydrogen.

The Lone Pine Sidewalk project has been awarded, we're just waiting for their schedule and the availability of asphalt and materials. They're trying to time it accordingly. But hopefully we'll be starting construction I figure in the spring or right after. The Lone Pine Town Street Rehab has been designed. We're hoping to have PSEs, plan specs and estimates by 24-25. And from there, moving forward to possibly going to construction in '26. I do appreciate working with Kern to help fund that. Everyone's been cooperative, it's been really nice. The Onion Valley Guard Rail project is under construction now. We're about 50% complete. We are fortunate to have a very good contractor who has started now. We're trying to beat the winter season before they shut down. Quick update on Whitney Portal that got the most severe damage from Hilary.

Fortunately, FHWA Central Lands program is going to take over the project and fund it 100%. We're looking at about a \$6.6 million project right now. We said, great, you fund it, you run it. We were very supportive of that. We met with them on the 15th of November. They came out, kicked off. We worked with them when they did the 2017 rebuild of Whitney Portal. So, it's the same core group. They're going to start the design work through the winter and hopefully start working in spring with potential project delivery by June. I know it's inconvenient for a lot of the folks down in Lone Pine, but this is the best deal that we're going to get.

Several Commissioners expressed appreciation for the decision to pursue FHWA Federal Lands for the funding & delivery of the project.

Neil expressed thanks to our district local assistance engineer Forest Beckett. Basically, Forest works with Mike and John here on helping sort out these kinds of solutions and processes these local assistance projects, the emergency relief program is particularly nuanced. He has been with us for a really long time. We're exceptionally lucky to have somebody of his tenure and experience, and yet none of us are going to be in our positions forever. So, we've begun a

proactive succession planning process with Forest, to make sure we capture all of his knowledge, and prepare for whatever move he may make in the future at whatever point he might choose to make it. We want to pass on that institutional knowledge, So, I just want to make sure that he gets kudos for his work with Michael and his team.

Commissioner Muchovej asked Justine how things were going with the Bishop Paiute Tribe and prospect for collaborating on an ATP project. Justine replied that unfortunately, the Tribe was a no show for the meeting. We can't proceed without the Tribe's collaboration; it would be on their lands. Muchovej reiterated that he is willing to help with coordination.

Commissioner Roeser asked Phil if he had been in touch with Elaine Kabala of ESCOG re: CERF to build up skill sets in anticipation of hydrogen fuel development. Phil will reach out.

## **12. Reports from all members of the Inyo County LTC**

Commissioner Roeser - Recently, a number of us were at the California State Association of County's annual meeting, and I got the opportunity to join some fellow supervisors and tour the Port of Oakland in Alameda County. And one of the big topics there was hydrogen. The Port's Executive Director put it on the leading edge of "making mistakes". For instance, they bought some of the first generation, basically semi-trucks. She asked, what's the payload of a semi-truck like that? He said, they're built to haul the same payload weight wise, but because of over 10,000 pounds of batteries, the payload is reduced by that. The other thing about those first-generation trucks is they can't leave the port, they move things around the port, but they can't actually go out into the distribution system. The second generation was out, but it's an interesting experiment. They also have developed the largest hydrogen fuel facility in the nation, the Port of Oakland, and really some interesting things they've encountered in that process. There has been no standardization in hooking up to the charger. So, all these trucks came, and the components didn't match. And so just what they had to go through to convert and get to that. So that's something that the industry's still working on. They've learned a lot. And I think it's information that's available to local governments.

Another thing, I'm on the government advisory panel for Southern California Edison, along with supervisors from each one of the counties served by Southern California Edison, and we're having our government advisory panel meeting on Friday. If anyone has items of interest with regards to transportation, we'll bring it. As you know, Edison is on the forefront as well with meeting mandates for clean energy, greenhouse gas emissions and converting infrastructure and all kinds of things.

So, there's been a lot of requests from Edison, from local governments looking for coordination. Where can we work together to meet these goals infrastructure wise, what can we do with regards to workforce development? They offer STEM scholarships, but what about workforce development in the area of mechanics for these new fleets that will not be diesel? So, anything you want me to carry to that group? I really feel like more of a conduit than an expert. So that was just a thought to mention.

One more item, I know we've talked a lot about the Buttermilk infrastructure here in this forum, and there have been a couple of public comment sessions, one in October and one in November for the BIRPI, the Buttermilk Infrastructure Recreation Partnership Initiative. These have been community meetings to solicit input. By the end of the year, part of the initial funding is to put together a plan of community input. And so in the vein of many of these things, this document can then be used to seek future funding for improving the infrastructure in that area. The final one is sometime in December. They need to have it wrapped up by the end of the year, They're at

Cerro Coso. It's been interesting to hear, I have to say, if the consultants are able to pull consensus out of any of them, I will be very impressed. A lot of user groups are represented. But we keep telling 'em, Phil, that a shuttle to the Buttermilks would be a great idea.

### **CORRESPONDENCE**

None

### **ADJOURNMENT**

Adjourned at 9:34 a.m. until 8:00 a.m. Wednesday January 17, 2024, Inyo County Board Chambers, Independence.

### **UPCOMING AGENDA ITEMS**

- Appoint 2024 Chairperson/Vice-Chairperson
- Adopt Final ATP
- SSTAC Unmet Transit Needs meetings (Feb/March)



January 5, 2023

Michael Errante, Executive Director  
Celeste Berg, Chair  
Inyo County Local Transportation Commission  
168 N. Edwards Street  
Independence, California 93526

We are pleased to confirm our understanding of the services we are to provide the Inyo County Local Transportation Commission (the Commission) for the year ended June 30, 2022.

We will audit the financial statements of the governmental activities, the Planning Fund, the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Commission as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Commission's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Commission's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Schedule – Planning Fund

We have also been engaged to report on supplementary information other than RSI that accompanies the Commission's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a separate written report accompanying our auditor's report on the financial statements:

- 1) Combining Statement of Fiduciary Net Position – Private Purpose Trust Funds
- 2) Combining Statement of Changes in Fiduciary Net Position – Private Purpose Trust Funds
- 3) Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual by Funding Source – Planning Fund
- 4) Schedule of Allocations and Expenditures – Local Transportation Fund
- 5) Schedule of Allocations and Expenditures – State Transit Assistance Fund

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on

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the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

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

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the Commission and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls
- Improper revenue recognition due to fraud.

Our audit of the financial statements does not relieve you of your responsibilities.

### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain

controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Commission's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

We will also assist in preparing the financial statements and related notes of the Commission in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with all nonaudit services we provide. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

#### **Electronic Data Communication and Storage and Use of Third-Party Service Provider**

In the interest of facilitating our services to the Commission, we may communicate by facsimile transmission, send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to the Commission may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data, such as providers of tax return preparation and document management software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require all of our third-party vendors to do the same.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors, and consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

We will provide copies of our reports to the Commission; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Price Paige & Company and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to your cognizant agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Price Paige & Company personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date.

Fausto Hinojosa, CPA, CFE is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. To ensure that Price Paige & Company's independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for the Commission's June 30, 2022 annual audit is \$6,298. Our fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you before we incur the additional costs. Our fees for these services will be billed at the hourly billing rates for the individual involved, plus out-of-pocket expenses. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. We will issue a monthly billing statement for the work completed in that month. Payments for services are due when rendered and interim billings may be submitted as work progresses and expenses are incurred.

If any dispute pertaining to our work product arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

All work will be suspended if your account becomes 90 days past due. No work will be resumed until your account is fully paid. You acknowledge and agree that in the event we stop work or withdraw from this engagement as a result of your failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable for any damages that occur as a result of our ceasing to render services. Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT, IN THE EVENT OF A DISPUTE OVER FEES CHARGED BY THE ACCOUNTANT, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

## **Reporting**

We will issue a written report upon completion of our audit of the Commission's financial statements. Our report will be addressed to the Board of Commissioners of the Inyo County Local Transportation Commission. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the

effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the Commission is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please return a signed copy to us via email or regular mail at your earliest convenience.

Very truly yours,



Fausto Hinojosa, CPA, CFE  
Price Paige & Company

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RESPONSE:

This letter correctly sets forth the understanding of the **Inyo County Local Transportation Commission**.

<i>Management Signature</i>	<i>Title</i>	<i>Date</i>
		2/5/2024
<i>Board Chair Signature</i>	<i>Title</i>	<i>Date</i>



January 5, 2023

Michael Errante, Executive Director  
Celeste Berg, Chair  
Inyo County Local Transportation Commission  
168 N. Edwards Street  
Independence, California 93526

Dear Michael:

This letter confirms the engagement of Price Paige & Company by the County of Inyo Local Transportation Commission as of and for the year ended June 30, 2022 for professional consulting services as described below.

We will prepare the annual reports of financial transactions for the Commission for the year ended June 30, 2022.

All workpapers or other documents used by us during this engagement will be maintained in segregated files, and such originals and all copies will be returned to you upon the completion of our engagement.

You agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

#### **Electronic Data Communication and Storage and Use of Third-Party Service Provider**

In the interest of facilitating our services to the Commission, we may communicate by facsimile transmission, send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to the Commission may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data, such as providers of tax return preparation and document management software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require all of our third-party vendors to do the same.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors, and consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Engagement Administration, Fees and Other**

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

570 N. Magnolia Avenue, Suite 100  
Clovis, CA 93611

tel 559.299.9540

fax 559.299.2344

It is our policy to keep records related to this engagement for a minimum of seven years after the report release date.

Our fee for the professional consulting services to assist the Commission is \$500 for the year ended June 30, 2022. Our fees are based on expected hours required to perform the service at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your consulting engagement. Our billing rates are reviewed annually and, where appropriate, adjusted for any increases due to inflation and other factors. We will issue a monthly billing statement for the work completed in that month. Payments for services are due when rendered and interim billings may be submitted as work progresses and expenses are incurred. Our fee estimate is based on anticipated cooperation from your personnel and assumption that unexpected circumstances will not be encountered. If significant time is necessary, we will discuss it with you before we incur additional costs. The fees for these services will be billed at the hourly billing rate for the individual involved, plus out-of-pocket expenses.

If any dispute pertaining to our work product arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

All work will be suspended if your account becomes 90 days past due. No work will be resumed until your account is fully paid. You acknowledge and agree that in the event we stop work or withdraw from this engagement as a result of your failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable for any damages that occur as a result of our ceasing to render services. Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT, IN THE EVENT OF A DISPUTE OVER FEES CHARGED BY THE ACCOUNTANT, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

If information becomes known that would make our continued involvement in this engagement inappropriate, or parties involved change, we reserve the right to withdraw from this engagement. In addition, we will refuse to perform any requested act that we deem a violation of law, public policy, or our professional ethical standards, and may, as a result, withdraw from the engagement without penalty.

In no event will our firm be liable for incidental or consequential damages resulting from our performance on this engagement, even if we have been advised of the possibility of such damages.

If these terms are in accordance with your understanding and meet with your approval, please return a signed copy via email or regular mail at your earliest convenience. This agreement will become effective when you return the signed copy to us.

If the need for additional services arises, our agreement with you will need to be revised. It is customary for us to describe these revisions in an addendum to this letter.

Sincerely,



Joshua Giosa, CPA  
Price Paige & Company

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RESPONSE:

This letter correctly sets forth the understanding of the **County of Inyo Local Transportation Commission**.

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*Management Signature* *Title* *Date*



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

P.O. DRAWER Q INDEPENDENCE, CA 93526

Michael Errante Executive Director

PHONE: (760) 878-0201

FAX: (760) 878-2001



## S T A F F   R E P O R T

**MEETING:** February 21, 2024

**PREPARED BY:** Justine Kokx, Transportation Planner

**SUBJECT:** SB 125 Transit Program Funding Ratify request for TIRCP funds

### Recommendation

Approve Resolution No. 2024-01 ratifying the Transit & Inner-City Rail Capital Program (TIRCP) funding request.

### Background - Senate Bill 125 (SB 125) Funding Program

In July 2023, the State of California passed Senate Bill 125 (SB 125), which serves as a trailer bill to the State’s Fiscal Year (FY) 2023/24 budget. SB 125 created approximately \$5.1 billion statewide, of new one-time funding to help address transit providers’ operating and capital needs. The funding is distributed from the General Fund, Greenhouse Gas Reduction Fund (GGRF), and Public Transit Account (PTA) funds through two programs, the Transit and Intercity Rail Capital Program (TIRCP) and the Zero Emission Transit Capital Program (ZETCP), over a two-year and four-year period, respectively.

As the Regional Transportation Planning Agency (RTPA) for Inyo County, the Inyo County Local Transportation Commission (LTC) is administratively responsible for distributing SB 125 program funds to agencies that are eligible to receive TIRCP and ZETCP funding for projects that meet strict criteria established by the SB 125 program’s [final guidelines](#) released on September 30, 2023. The funding comes through the LTC, but in Inyo County, ESTA is the eligible user of the funds, and is responsible for most of the submittal requirements. The LTC approves their plans.

### Funding

- 1) TIRCP - about \$3.9 billion next two FY’s, with a base of \$300,000 for each RTPA
  - Funds are directly deposited to RTPA’s
  - Separate accounts or subaccounts must be established
  - Operations may be distributed to transit operators - like STA under 99314

- FY 23-24 funds disbursed no later than June 30, 2028
- Project types - Must demonstrate a reduction in GHG emissions AND an increase in ridership; Transit operations are eligible

2) ZETCP - about 1.1 billion over two FY's

- Project types - Must reduce GHG emissions, and comply with CARB's GGRF Guidelines, Clean fleet, facility, and network improvements projects: Replacing aging transit vehicles with ZEV; Associated fueling or charging infrastructure & facility modifications; Transit operations are also eligible

Each RTPA seeking allocation of funding shall complete an Initial Allocation Package by December 31, 2023. Allocation Packages are encouraged to describe the full four-year plan for use of formulaic funds if already known, understanding that each year's funds are subject to appropriation in the respective budget year.

**Inyo County Four-Year Estimate**

The LTC has been allocated \$2,786,952 of combined TIRCP and ZETCP funding over the next four fiscal years to administer.

A	B	C	D	E	F	G
RTPA	Year 1 TIRCP	Year 2 TIRCP	Year 1 ZETCP (53.66% GGRF, 46.34% PTA)	Years 2-4 ZETCP (per yr, 100% GGRF)	Grand Total (B+C+D+(E*3))	Maximum Admin Share
Inyo County Local Transportation Commission	\$1,259,080	\$1,261,501	\$99,284	\$55,696	\$2,786,952	\$27,870

## FY2024-2025 Initial Funding Request

LTC and ESTA staff worked together to submit an Initial Allocation Package in late December to meet the deadline. The initial request is for \$661,652 of TIRCP funds to purchase two electric buses and chargers (Lone Pine & Bishop) and to add a driver position for expanded Dial-a-Ride services in the Bishop area. The initial fund request spans multiple fiscal years. Future fund requests will be made to access the remaining funds.

SB125 Fund Request				Capital				Operating				Total
RTPA	Implementing Agency/-ies	Project	Fund Source	FY23-24	FY24-25	FY25-26	FY26-27	FY23-24	FY24-25	FY25-26	FY26-27	
Inyo County Local Transportation Commission	Eastern Sierra Transit Authority	Lone Pine Zero Emission Fleet	TIRCP		\$ 232,000				\$ -	\$ -	\$ -	\$ 232,000
Inyo County Local Transportation Commission	Eastern Sierra Transit Authority	Bishop Dial-a-Ride Expansion	TIRCP		\$ 232,000				\$ 65,884	\$ 65,884	\$ 65,884	\$ 429,652
												\$ -
<b>Grand Total</b>				\$ -	\$ 464,000	\$ -	\$ -	\$ -	\$ 65,884	\$ 65,884	\$ 65,884	\$ 661,652

### Attachments:

- SB 125 Initial Allocation Package



## **Inyo County Local Transportation Commission**

Executive Director, Michael Errante

## **Eastern Sierra Transit Authority**

Executive Director, Phil Moores

# **Advancing Transit Service Electrification and Expansion in Inyo County**

# **SB 125**

**December 31, 2023**



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



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

Michael Errante  
Executive Director

December 22, 2023

Chad R. Edison  
Chief Deputy Secretary for Rail and Transit  
CalSTA/SB 125 Programming staff  
400 Capitol Mall, Suite 2340  
Sacramento, CA 95814

Mr. Edison,

The Inyo County Transportation Commission (ICLTC) functions as the Regional Transportation Planning Agency for Inyo County. The ICLTC coordinated with the transit operator (ESTA) to develop the Advancing Transit Service Electrification and Expansion plan for Inyo County. The ICLTC authorizes the submittal of the initial allocation package.

The scope of the project includes the purchase and installation of two electric buses and chargers, one each in Bishop and in Lone Pine, and the addition of a driver to increase service time by 35 hours per week. Service expansion and clean vehicles will directly benefit disadvantaged communities including Tribes, the communities of Lone Pine and east Bishop. The project will ultimately result in increased ridership and greenhouse gas reduction, meeting the primary goals of SB 125.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Errante", written over a horizontal line.

Michael Errante  
Executive Director  
Inyo County Local Transportation Commission  
P.O. Drawer Q  
Independence, CA 93545  
[merrante@inyocounty.us](mailto:merrante@inyocounty.us)  
760-878-0201

## **Advancing Transit Service Electrification and Expansion in Inyo County**

Inyo County is California's second largest county in terms of land mass, at 10,227 square miles. It is situated in the easternmost portion of central California and generally spans the southeastern length of Sierra Nevada Mountains between Bishop on the north and just north of Walker Pass on the south. The only incorporated city is the City of Bishop. Census designated places include Big Pine, Independence, Lone Pine, and Shoshone. Inyo County has a population of 19,017 per the 2020 census. The median household income in Inyo County is \$62,381, or 26% of residents are considered low income.

Inyo County is served by a single transit operator, Eastern Sierra Transit Authority (ESTA), who also serves Mono County to the north. There are no other service providers in the region applying for SB 125 funds. ESTA's services span a large geographic area from Lancaster in Los Angeles County in the south, to Reno, Nevada in the north. Inyo County ESTA accounts for 95% of the region's ridership.

The scope of the project submitted for this program is two-fold and includes vehicle replacement to transition the fleet towards zero emission vehicles, and an increase in ridership. The Lone Pine Dial-a-Ride project replaces a gasoline bus with a zero-emission vehicle, which will reduce greenhouse gases. The Bishop Dial-a-Ride expansion project reduces GHG's while at the same time increases ridership. The inclusion of the two components as a single application allows ESTA to complement and expand its existing range of services, while benefitting disadvantaged communities in Lone Pine and Bishop, where ridership is in high demand. It also advances the region towards meeting California's ambitious greenhouse gas reduction goals.

**B. An Allocation Package Narrative Explanation** *containing a regional short-term financial plan for immediate service retention required by statute. It also must declare that it will not use the SB 125 funding as operating funding for any of its STA-eligible transit operators (or its own transit o(e) For purposes of subdivision (c), a regional short-term financial plan shall include, but is not limited to, all of the following:*

*(1) A demonstration of how the region will address any operational deficit, using all available funds including the fund sources described in subdivision (a), through the 2025–26 fiscal year, based on a 2022 service baseline.*

The Eastern Sierra Transit Authority has not had, nor does it anticipate operational deficits in the future.

*(2) Justification for how the region's funding is proposed to be allocated to capital and operational expenses.*

The Eastern Sierra Transit Authority plans to expend 30% of its year one TIRCP proposal on operational expenses, adding a driver for service expansion purposes. The remaining 70% will be used to purchase new ZE buses to reduce greenhouse gas emissions.

*(3) A detailed breakdown and justification for how the funding is proposed to be distributed between transit operators and among projects, consistent with the legislative intent described in subdivision (d) of Section 75226 of, and subdivision (f) of Section 75260 of, the Public Resources Code*

Inyo County is unique in that there is only one transit operator eligible to receive SB 125 funding in the region. The Eastern Sierra Transit Authority is the sole recipient of TITCP and ZETCP funding.

*(4) A demonstration of how the plan will mitigate service cuts, fare increases, or layoffs relative to a 2022 service baseline to achieve short-term financial sustainability.*

The Eastern Sierra Transit Authority has not had, nor does it anticipate operational deficits in the future. ESTA does not anticipate the need for service cuts, layoffs, or fare increases to offset any deficits.

*(5) A summary of how the plan will support ridership improvement strategies that focus on riders, such as coordinating schedules and ease of payment and improving cleanliness and safety, to improve the ridership experience.*

*i. An explanation of what funding and service actions are being taken within the region that utilize resources other than SB125 funding.*

The Eastern Sierra Transit Authority utilizes existing funding resources according to the Transportation Development Act guidelines, and include STA, LTF, SGR, LCTOP, PTMISEA and farebox revenues. These fund sources provide support for ongoing service operations, capital expenditures, vehicle maintenance and replacement. SB125 funding will enable ESTA to continue to make significant developments towards increasing ridership, reducing GHG emissions, and improve the safety, comfort, and overall experience of the rider in the coming years.

*ii. A description and justification of the RTPA strategy to use SB 125 funding to construct capital projects and fund operating expenses that lead to improved outcomes in its jurisdiction.*

The “Advancing Transit Service Electrification and Expansion in Inyo County” Project integrates two scope elements, one for Bishop, one for Lone Pine. The Bishop project reports its benefits as primarily service expansion, the Lone Pine component provides benefits as vehicle replacement with greenhouse gas reduction. Demand for public transportation has been steadily rising since the pandemic, and in order to capture the increase demand a service expansion is needed. Ridership increases are expected with the addition of service. According to SB 535 and AB 1550, disadvantaged communities are identified in Inyo County. They consist of Native American reservations. A number of Census tracts in Inyo County are disadvantaged by Median Household Income and by a lack of access to critical services.

It should be noted that the Eastern Sierra region is unique in that 100% of the electricity used is renewable. Through local hydroelectric and geothermal facilities, production exceeds local consumption by around 30%. The new electric vehicle would produce no emissions.

#### Bishop Service Expansion and Vehicle Replacement Fact Sheet Summary

The dial-a-ride demand in Bishop is growing with longer wait times and service denials increasing steadily. Adding a driver to the Monday-Friday schedule will provide the growth needed to meet the demand for several years. An increase in ridership is anticipated by 15% or an increase of 6,231 annual riders. If the new vehicle for the service is battery electric, a reduction in GHG's will result.

The scope of this project includes 1), hiring and training a new driver along with 2), the procurement of an electric bus and charger.

A medium duty electric van requiring a level 2 charger would be housed in the Bishop, CA, bus facility at the Bishop Airport. The charger would be installed at this location also. The bus is estimated to cost around \$225,000. The charger plus installation is expected to cost \$7,500. The addition of 35 hours per week of driving at the expected fully allocated wage of \$36.20 per hour yields an annual cost of \$65,884. The total project cost is \$298,384.

#### Project Schedule

February 8, 2024	Request Board approval for project
March 1, 2024	Order charger
March 1, 2024	Order Bus
July 1, 2024	Charger installed
March 1, 2025	Bus delivered
April 1, 2025	New service begins

#### Lone Pine Electric Bus Fact Sheet Summary

This project involves the purchase of an electric bus and charger to be used in the Lone Pine dial-a-ride service. A reduction in GHG's is anticipated. Lone Pine riders will benefit from a new clean running vehicle that is quiet and efficient. The scope of this project is the purchase of an electric bus and charger. A medium duty electric van requiring a level 2 charger would be housed in the Lone Pine, CA, airport. The charger would be installed at this location also. The bus is estimated to cost around \$225,000. The charger plus installation is expected to cost \$7,500. Total project cost is \$232,500.

#### Project Schedule

February 8, 2024	Request Board approval for project
------------------	------------------------------------

March 1, 2024	Order charger
March 1, 2024	Order Bus
July 1, 2024	Charger installed
March 1, 2025	Bus delivered
April 1, 2025	Bus goes into service

iii. A detailed breakdown and justification for how the funding is proposed to be distributed between transit operators and among projects, consistent with the legislative intent described in SB 125.

The Eastern Sierra Transit Authority is Inyo County's only transit operator and is therefore the only eligible applicant for SB 125 funding. The goal of the Advancing Transit Service Electrification and Expansion Project in Inyo County is to increase ridership in underserved communities and reduce greenhouse gas emissions. The Bishop and Lone Pine communities represent the region's highest consumers of public transit. Currently, the Lone Pine dial-a-ride services are provided using a gas-powered vehicle. Conversion to an electric vehicle will provide a smooth quiet ride for residents free of emissions. The Bishop area is already served by an electric vehicle, but the Bishop dial-a-ride service is over subscribed. The addition of a new ZE vehicle, and a driver will address the need for increased transit operations.

<b>Advancing Transit Service Electrification and Expansion in Inyo County</b>				<b>Capital</b>				<b>Operating</b>				<b>Total</b>
<b>RTPA</b>	<b>Implementing Agency/-ies</b>	<b>Project</b>	<b>Fund Source</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY25-26</b>	<b>FY26-27</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY25-26</b>	<b>FY26-27</b>	<b>Total</b>
Inyo County Local Transportation Commission	Eastern Sierra Transit Authority	Lone Pine Zero Emission Fleet	TIRCP		\$ 232,000				\$ -	\$ -	\$ -	\$ 232,000
Inyo County Local Transportation Commission	Eastern Sierra Transit Authority	Bishop Dial-a-Ride Expansion	TIRCP		\$ 232,000				\$ 65,884	\$ 65,884	\$ 65,884	\$ 429,652
												\$ -
												\$ -
												\$ -
												\$ -
<b>Grand Total</b>				\$ -	\$ 464,000	\$ -	\$ -	\$ -	\$ 65,884	\$ 65,884	\$ 65,884	\$ 661,652

The following project represents Eastern Sierra Transit Authority's (ESTA) project for the Transit and Intercity Rail Capital Program (TIRCP) through the Inyo County Local Transportation Commission (ICLTC).

## **1. Project Title: Bishop Dial-a-Ride Expansion**

Start Date: March 1, 2024

End Date: None

### **Project Summary**

Bishop dial-a-ride demand is growing with longer wait times and service denials increasing steadily. Adding a driver to the Monday-Friday schedule will provide the growth needed to meet the demand for several years. If the new vehicle for the service is battery electric, both a reduction in GHG's and an increase in ridership is anticipated.

This project includes adding 35 hours of service and a new zero emission bus.

### **Project Scope**

The scope of this project includes hiring and training a new driver along with the procurement of an electric bus and charger.

1. Driver Hiring
  - a. Recruit, hire, and train driver
2. Purchase Battery Electric Bus
  - a. The purchase of an electric bus and charger. A medium duty electric van requiring a level 2 charger would be housed in the Bishop, Ca bus facility. The charger would be installed at this location also.

### **Project Costs**

1. The bus is estimated to cost around \$225,000.
2. The charger plus installation is expected to cost \$7,500.

3. The addition of 35 hours per week at the expected fully allocated wage of \$36.20 per hour yields an annual cost of \$65,884.
4. Total project cost is \$298,384.

### **Project Funding**

The study would be funded through state and local sources.

### **Project Schedule**

February 8, 2024	Request Board approval for project
March 1, 2024	Order charger
March 1, 2024	Order Bus
July 1, 2024	Charger installed
March 1, 2025	Bus delivered
April 1, 2025	New service begins

### **Project Location**

The Bishop Airport in Inyo County is the project location.



### **Greenhouse Gas (GHG) Reduction**

The Eastern Sierra region is unique in that 100% of the electricity used is renewable. Through local hydroelectric and geothermal facilities, production exceeds local consumption by around 30%. The new electric vehicle would produce no emissions.

### **Ridership Benefits**

Demand is steadily rising since the pandemic, and in order to capture the increase demand a service expansion is needed. Ridership increases are expected with the addition of service. Annual service hours is 12,100, and annual ridership is 41,540. The 1,800 annual hours equals a 15% increase, or an increase of 6,231 annual riders.

### **Disadvantaged Community Benefits**

According to SB 535 and AB 1550, disadvantaged communities are identified in Mono and Inyo Counties. They consist of Native American reservations.

The following project represents Eastern Sierra Transit Authority's (ESTA) project for the Transit and Intercity Rail Capital Program (TIRCP) through the Inyo County Local Transportation Commission (ICLTC).

## **2. Fact Sheet: Lone Pine Electric Bus**

Start Date: March 1, 2024

End Date: None

### **Project Summary**

This project involves the purchase of an electric bus and charger to be used in the Lone Pine dial-a-ride service. A reduction in GHG's is anticipated.

### **Project Scope**

3. Purchase Battery Electric Bus
  - a. The purchase of an electric bus and charger. A medium duty electric van requiring a level 2 charger would be housed in the Lone Pine, Ca airport. The charger would be installed at this location also.

### **Project Costs**

5. The bus is estimated to cost around \$225,000.
6. The charger plus installation is expected to cost \$7,500.
7. Total project cost is \$232,500.

### **Project Funding**

The study would be funded through state and local sources.

### **Project Schedule**

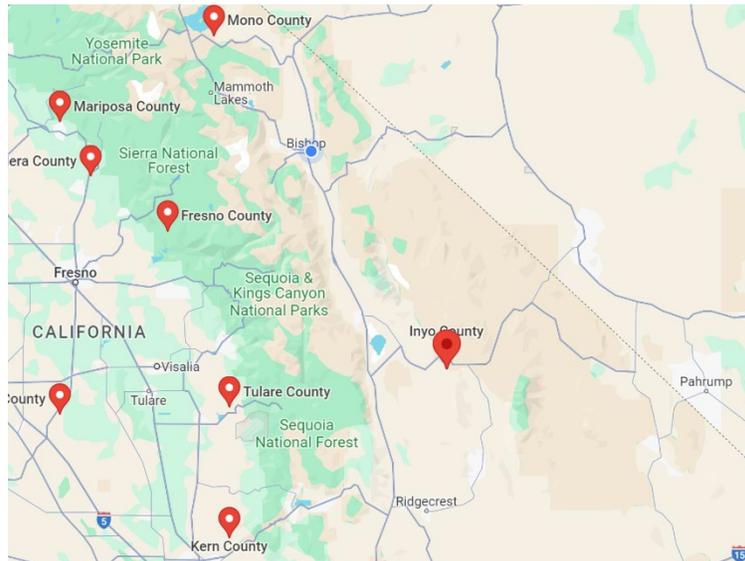
February 8, 2024	Request Board approval for project
March 1, 2024	Order charger
March 1, 2024	Order Bus
July 1, 2024	Charger installed

March 1, 2025  
April 1, 2025

Bus delivered  
Bus goes into service

## **Project Location**

The Lone Pine Airport in Inyo County is the project location.



## **Greenhouse Gas (GHG) Reduction**

The Eastern Sierra region is unique in that 100% of the electricity used is renewable. Through local hydroelectric and geothermal facilities, production exceeds local consumption by around 30%. The new electric vehicle would produce no emissions.

## **Ridership Benefits**

Lone Pine riders will benefit from a new clean running vehicle that is quiet and efficient.

## **Disadvantaged Community Benefits**

According to SB 535 and AB 1550, disadvantaged communities are identified in Mono and Inyo Counties. They consist of Native American reservations.



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



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

Michael Errante  
Executive Director

TO: Inyo County Local Transportation Commission  
FROM: Justine Kokx, Transportation Planner  
DATE: February 21, 2024  
SUBJECT: Draft FY 2024-2025 Overall Work Program

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**For Discussion:** Staff is seeking Commission input on the Draft Overall Work Program

Every year the Inyo County Local Transportation Commission (ICLTC) is required to adopt an Overall Work Program. The OWP is a one-year scope of work and budget that provides a framework for transportation planning activities during the fiscal year. It is a summary of proposed work and estimated costs tied to specific available funding sources and transportation planning activities. The OWP is prepared in accordance with the 2017 Regional Planning Handbook.

The OWP includes anticipated expenditures and descriptions of activities for three types of funds that comprise the bulk of the ICLTC budget. Rural Planning Assistance (RPA) funds are the largest portion, totaling \$230,000 (Plus rollover); Planning, Programming & Monitoring (PPM) funds totaling \$157,000 (FY2022-2023); and Transportation Development Act (TDA) funds for administration and audits, and transit-related activities, totaling an estimated \$104,171.

### **Rural Planning Assistance (RPA)**

The OWP outlines how the ICLTC will use RPA funds. The RPA funds must be used for activities associated with the rural planning process. The funds should not be used for activities that go beyond the planning process or for activities that have been identified as ineligible such as project-specific work involving transportation engineering, Transportation Development Act administration, and non-planning grant administration. The 2017 Regional Planning Handbook is the guide for determining eligible expenses for the RPA funding.

### **Planning Programming and Monitoring (PPM) Funds**

PPM funds are available to the ICLTC to cover costs of:

- Regional transportation planning, including the development and preparation of the regional transportation plan.

- Project planning, including the development of project study reports, studies conducted by regional agencies or by local agencies in cooperation with regional agencies.
- Program development, including the preparation of RTIPs and studies supporting them.
- Monitoring the implementation of STIP projects, including project delivery, timely use of funds, and compliance with State law and the California Transportation Commission's guidelines.

RTPAs can use up to 5 percent of STIP money for PPM. PPM can be used either for planning activities or for project development. During the upcoming fiscal year, FY 2022-2023 PPM funds will be utilized. There was \$157,000 in PPM funds programmed to the ICLTC in FY 2022-2023 as part of the 2022 State Transportation Improvement Program (STIP). The ICLTC has up to three years to use these funds (until 06/30/2025).

### **Transportation Development Act (TDA) administrative funds**

These funds are used for tasks necessary for the allocation of Transportation Development Act funds to eligible transit claimants. For many years the ICLTC has used the funds derived from the administration of the Transportation Development Act for general LTC-related indirect costs. TDA Administrative funds are also being set aside for the completion of a fiscal audit of the FY 2021-2022 ICLTC.

### **Summary of FY 2023-2024 Work and Accomplishments**

- Prepare and conduct monthly ICLTC meetings.
- Attend monthly RCTF and RTPA meetings.
- Prepare responses to FY20-21 and FY21-22 financial audits.
- Annual SSTAC advisory and public hearings for unmet transit needs
- Coordinate with MOU partners to negotiate Kern payback of STIP funds to Inyo.
- Attend RTIP guideline workshops and STIP development hearings.
- Prepare successful Clean California Grant proposal.
- Prepare update with consultant to RTP and ATP
- Prepare and submit 2024 RTIP to the CTC
- Conduct outreach and plan for ATP grant proposal.
- Prepare and submit ATP grant proposal.
- Work with ESTA to submit SB 125 initial project list.
- Prepare and submit Report to the California legislature regarding Inyo County combined use routes.
- Begin implementation of STPG grant for EV network and infrastructure plan

### **Next Year**

- Conduct 1/3 of the Pavement Management Program and assess the value of continuing in-house.
- Completion of agendas and minutes for ICLTC meeting, completion of quarterly invoices, and development of quarterly reports to the ICLTC.

- Attend monthly & bi-monthly meetings of the Mono County LTC, RTPA and RCTF groups.
- Monitoring of combined use routes as set forth by Assembly Bill 628 and Senate Bills 1345 & 402.
- Identify projects and apply for grants.
- Implement the Sustainable Transportation Planning grant for an EV Network and Charging Infrastructure Plan.
- Participate and coordinate in activities between Caltrans, ICLTC, and ESCOG
- Identification of future needs and opportunities for RTP implementation, i.e., airport circulation enhancements with the implementation of year-round commercial air service.
- Monitor progress and programming of local agency projects in current and future STIP cycles.
- The ongoing allocation of Local Transit Funds and State Transit Assistance funds to the Eastern Sierra Transit Authority.
- Staff collaborate with partners to prepare a RAISE grant proposal for Truck bypass.

Attachments: FY2024-2025 Draft OWP

**NOTICE OF INTENT TO ADOPT A MITIGATED  
NEGATIVE DECLARATION**

**The City of Bishop proposes to adopt a Mitigated Negative Declaration pursuant to the California Environmental Quality Act for the project listed below:**

**PROPOSED PROJECT:** East Line Street Bridge Replacement Project

**PROJECT LOCATION:** The proposed project is located in the City of Bishop, Inyo County, California, 93514. The East Line Street Bridge is located on East Line Street, between First Street and Johnston Drive. The bridge is located within Sections 5, 6, 7, & 8, Township 7 South, Range 33 East (United States Geological Survey 7.5-minute "Bishop Quadrangle").

**PROJECT DESCRIPTION:** The project would replace the existing East Line Street Bridge with reinforced concrete box (RCB) culvert sections. The project is proposing a new sidewalk on the southern side of East Line Street to connect the existing sidewalk located between First Street to 125 feet west of Johnston Drive. Additionally, the project is also proposing a new sidewalk connection on the northern side of East Line Street from the existing sidewalk to the eastern side of the bridge. The proposed bridge may include barrier rails on the northern and southern sides for pedestrian safety. A designated pedestrian crossing may also be included to further pedestrian safety. To further increase pedestrian safety, pedestrian refuge islands may be installed in the center of East Line Street Bridge. Additionally, traffic signage and/or speed bumps may also be installed along East Line Street. A gateway arch, and/or a welcome sign may be included in the final design. However, the final roadway design has not yet been determined.

**AVAILABILITY OF THE DOCUMENT:** Copies of the Mitigated Negative Declaration are available for review at the City of Bishop Public Works Department, 377 West Line Street, P.O. Box 1236, Bishop, CA 93514, Monday through Friday from 8:00 a.m. to 4:30 p.m. The document can also be downloaded from the City of Bishop website at:

[https://www.cityofbishop.com/departments/planning/environmental\\_documents.php](https://www.cityofbishop.com/departments/planning/environmental_documents.php).

**REVIEW PERIOD:** The City of Bishop is providing a 30-day public review period for the Draft Mitigated Negative Declaration. The review period begins on January 22, 2024, and ends at 5:00 p.m. on February 20, 2024.

**COMMENTS ON THE MITIGATED NEGATIVE DECLARATION:** The City of Bishop welcomes and encourages agency and public review and comment on the proposed Mitigated Negative Declaration. Anyone wishing to make formal comments on the environmental document must do so in writing, by mailing comments to the address listed below, or submitting them by email. The full name and physical mailing address of the agency, individual, or organization must be included in the comment. Please use the phrase "East Line Street Bridge Replacement Project Mitigated Negative Declaration Comment" in the subject line.

Send comments by email to: [publicworks@cityofbishop.com](mailto:publicworks@cityofbishop.com)

Send comments by regular mail to:

City of Bishop Public Works Department  
377 West Line Street, P.O. Box 1236, Bishop, CA 93514

All written comments must be received by the City of Bishop no later than 5:00 pm on February 20, 2024.

**PUBLIC MEETINGS:** The proposed project and the Mitigated Negative Declaration will be presented in a public hearing before the City of Bishop City Council at 6:00 p.m. on March 11, 2024 at: 301 West Line Street, Bishop, CA 93514.

Additional information may be obtained by contacting Public Works, City of Bishop at (760) 873-8458, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m.

Publish date: January 22, 2024

## STAFF REPORT

Subject: ESTA Annual Report FY22-23

Initiated by: Phil Moores, Executive Director

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### **BACKGROUND:**

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

### **ANALYSIS/DISCUSSION:**

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

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

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

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

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

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

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

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

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

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

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

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

\* Town-MMSA

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

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

## STAFF REPORT

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

### Employee of the Quarter

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

CONGRATS EFRAIN!!

### All Aboard!

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

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

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





Finance News

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

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

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

### Grants

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

### Stuff a Bus

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

### Marketing

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

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



**10-Ride PASS!**

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

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

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

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

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

### Service

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

FRONT:

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

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

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

BACK:

## Working to connect Mammoth Lakes

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

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

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

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

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

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

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

LOCAL POSTAL CUSTOMER

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

### Team Training

January 11, 2024

Item B-1

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

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

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

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

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

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

#### Maintenance

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



### Technology

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

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

### Ridership

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

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

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

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

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

