



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



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

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

Justine Kokx is inviting you to a scheduled Zoom meeting.

Topic: Inyo County Local Transportation Commission Regular Meeting  
Time: Nov 29, 2023, 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87102863347?pwd=bXBGMExU3hWbmhXclZSK2ZMejJsZz09>

Meeting ID: 871 0286 3347

Passcode: 686491

---• +1 669 900 9128 US (San Jose)

Find your local number: <https://us02web.zoom.us/u/kcydaJd6R7>

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

### **November 29, 2023**

#### **8:00 a.m.** Open Meeting

1. Roll Call
2. Public Comment

#### **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.

2. Hold a Public Hearing and Adopt the 2023 [Inyo County Regional Transportation Plan](#) via Minute Order.
3. Hold a Public Hearing and Adopt the 2024 Inyo County Regional Transportation Improvement Program via Minute Order.
4. Approve Resolution No. 2023-09, Amendment No. 1 to the [2023-2024 Inyo County Overall Work Program \(OWP\)](#)

### **DISCUSSION ITEMS**

None

### **INFORMATIONAL ITEMS**

5. City of Bishop Report
6. ESTA Executive Director's Report
7. Caltrans Report
  - Caltrans Monthly Report
8. Tribal Report
9. DVNP Report
10. USFS Report
11. Executive Director's Report
12. Reports from all members of the Inyo County LTC

### **CORRESPONDENCE**

None

### **ADJOURNMENT**

Adjourned 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)

Consent Agenda Item # 1a  
Revise Organization & Procedures  
Manual



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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

## STAFF REPORT

**MEETING:** November 29, 2023

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

**SUBJECT:** Consent Agenda Item No. 1 a - Amendment to the Inyo County Local Transportation Commission (ICLTC) Organization and Procedures Manual

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### Recommended Action

Request that your Commission approve via Minute Order to amend the ICLTC Operations & Procedures Manual to change the usually scheduled meeting start times from 9:00 a.m. to 8:00 a.m.

### Discussion

The Inyo County Local Transportation Commission follows a regular meeting schedule as outlined on page 4 of its Operations & Procedures Manual Section II; A, Meetings, Quorums, Agendas and Fees; Dates, Times, and Locations of Meetings. The Commission has expressed interest in changing the start time to 8:00 a.m. from 9:00 a.m. A change to the Organization & Procedures Manual requires a vote by the Commission.

### Attachments:

- Revised Organization & Procedures Manual with proposed changes.

**INYO COUNTY LOCAL  
TRANSPORTATION COMMISSION  
ORGANIZATION AND PROCEDURE  
MANUAL**

Amended November 29 ~~2023~~, 2023

## INTRODUCTION

The Inyo County Local Transportation Commission (ICLTC) Organization and Procedures Manual has been developed to provide the following:

1. Provide orientation and guidance for ICLTC Commissioners.
2. Provide operational guidance for ICLTC procedures and activities to ensure for the efficient and guideline compliant execution of ICLTC related business.

The State of California Business, Transportation and Housing Agency exercises the authority to establish guidelines for the expenditure of funds by the ICLTC. The statutory guidelines applicable to the ICLTC are as follows:

1. Government Code (GC) Sections 29530 et seq.
2. California Administrative Code (CAC) Sections 6600 et seq.
3. Public Utilities Code (PUC) Sections 99200 et seq.

These guidelines, inclusive with the Transportation Development Act, have been incorporated into this manual and where conflicts may arise with this manual and modified State guidelines in the future, the State guidelines shall supersede those presented in this manual.

## **INYO COUNTY LOCAL TRANSPORTATION COMMISSION (ICLTC)**

### **I. OVERVIEW**

#### **A. History**

The ICLTC was established pursuant to State Government Code Section 29535 on July 12, 1972, by resolutions of the Inyo County Board of Supervisors and the Bishop City Council. This entity was then designated as the transportation planning agency for Inyo County by the State Secretary of the Business, Transportation and Housing Agency.

#### **B. Purpose**

The ICLTC is authorized to act as the lead transportation planning and administrative agency for transportation projects and programs in Inyo County. It is intended that the coordinated efforts of City, County and State level representatives and their technical staff, through the ICLTC, will implement appropriate solutions to address overall County transportation needs.

The primary duties of the ICLTC consist of the following:

1. Administration of Transportation Development Act (TDA) funds.
2. Development and implementation of the Inyo County Regional Transportation Plan (RTP).
3. Preparation and implementation of the annual Overall Work Program (OWP).
4. Review and comment on the State Transportation Improvement Program (STIP).
5. The ICLTC is responsible for the preparation of the Regional Transportation Improvement Program (RTIP), in collaboration with Caltrans, and submitted for adoption by the California Transportation Commission (CTC).
6. Review and prioritize grant applications for various funding programs.

#### **C. ICLTC Membership**

The ICLTC membership consists of three representatives appointed by the Inyo County Board of Supervisors and three representatives appointed by the Bishop City Council. Terms of office shall be as designated by the Inyo County Board of Supervisors and the Bishop City Council. The designating authority, for each regular member it appoints, may designate an alternate representative to serve in place of the regular member when that party is absent or disqualified from participating in a meeting of the commission.

#### **D. Staffing**

Executive Director: The Executive Director of the ICLTC is appointed by the Inyo County Board of Supervisors. The Executive Director is responsible for the general administration of ICLTC activities.

ICLTC Secretary: The ICLTC Secretary is appointed by the Executive Director to maintain records, including meeting minutes and project files and to assist staff in preparation and dissemination of public notices, agendas, agenda packets and other official business.

Technical Staff: Technical (engineering, legal and planning) staffing services for the ICLTC are provided by Inyo County and the City of Bishop as needed.

E. Advisory Forum

Inyo County Social Services Transportation Advisory Council (SSTAC): The SSTAC is an advisory committee to the ICLTC addressing all transportation issues, including the transit needs of transit dependent-and transit disadvantaged persons. The SSTAC’s input shall be incorporated with and made an integral part of the ICLTC’s annual “Unmet Transit Needs” hearing and findings process. The representation requirements, terms of appointment and responsibilities of the SSTAC members are found in Section 99238 of the Transportation Development Act, Statutes and California Codes of Regulations.

**II. MEETINGS, QUORUMS, AGENDAS AND FEES**

**A. Dates, Times and Locations of Meetings**

Unless otherwise specified or amended, per Article 1, Section 5 of the ICLTC By-laws, the ICLTC will meet on the third Wednesday of every month. ICLTC meetings are usually convened at ~~9:00~~8:00 a.m. at the City of Bishop Council Chambers, Bishop, California; except, the meetings convened in the first month of each quarter (January, April, July and October) which are scheduled to be conducted in Independence or other location in a southerly community in the County. The Chairperson of the ICLTC will confirm the designated meeting date and location of each ICLTC public hearing.

The chairperson of the ICLTC, at the recommendation of the Executive Director, may cancel the next regularly scheduled ICLTC meeting for the following reasons:

1. Lack of availability of ICLTC members to constitute a quorum.
2. Lack of agenda items to justify the time and expense to hold a regularly scheduled ICLTC meeting.

The Executive Director will notify each Commissioner and the media of the meeting cancellation at least forty-eight (48) hours prior to the scheduled meeting time.

**B. Quorums**

Any four or more Commissioners in attendance at an ICLTC meeting shall constitute a quorum. All actions taken by a quorum at a noticed meeting shall be binding and carry the full force and effect of the ICLTC. All Commissioners and designated Alternates are subject to the provisions of the Brown Act.

### **C. Attendance by Alternate Commissioners**

When an active Commission member becomes aware that he or she will be unable to attend a Commission meeting, he or she shall notify the ICLTC Secretary. The ICLTC Secretary shall notify the alternate to fill the vacancy for the meeting involved. City alternates may not fill a County vacancy and County alternates may not fill a City vacancy.

### **D. Agendas**

**Deadline for Submission of Agenda Items:** All items, with support materials, to be placed on the agenda shall be presented to the Executive Director of the ICLTC no later than noon, seven calendar days prior to the respective ICLTC meeting date. Any items that require comments, analysis, legal review, etc. need to be submitted at least three weeks prior to the meeting depending on its complexity.

**Agenda Support Material Requirements:** In order for an item to be placed on any agenda, the following materials are to be submitted to the ICLTC Executive Director:

1. The exact title of the agenda item.
2. A brief report explaining the agenda item, the desired action of the ICLTC and a notation of any related staff reports and/or documents to be included in the ICLTC packets.
3. Sufficient copies of the reports and any staff reports and/or documents which are to be included in the ICLTC packets.

**Development and Dissemination by the Director of the Final Agenda:** The Executive Director of the ICLTC shall be responsible for assembling and disseminating the final ICLTC agenda and packets. These complete packets will be sent to all ICLTC members and the Caltrans District 9 Director and Transportation Planning Branch no later than five (5) days prior to the respective meeting.

### **E. Fees**

There are no fees paid to the Commissioners at this time. Periodically, the Commission may review its fee schedule and adjust or initiate the fees accordingly.

## **III. MAJOR ADMINISTRATIVE AND PLANNING FUNCTIONS**

### **A. Administrative Functions**

**Administration of Transportation Development Act (TDA) Funds:** The ICLTC is responsible for the allocation, payment and proper record keeping associated with the TDA and its funding mechanisms. The TDA addresses two major funding sources: the Local Transportation Fund (LTF) and the State

Transit Assistance Fund (STA). TDA funds can be utilized by the City of Bishop and the County of Inyo for transportation planning expenses related to administering the TDA, pedestrian and bicycle facilities, transit systems, and/or for street and road projects. STA funds are allocated to the transit operators and are a second source of TDA funding for transportation planning and mass transportation purposes. STA funds may not be allocated to fund administration or streets and road projects. Use of these funds is described further in Section IV.

**Oversight of County Federal Transit Administration (FTA) Grants:** The ICLTC is also responsible for the general oversight and coordination of FTA, 49 U.S.C. Chapter 53, Sections 5313(b), 5310 and 5311 projects generated within the County. These grants provide funding for transit planning and/or capital and/or operating costs associated with both elderly/handicapped and public transportation programs. Applicants must comply with all the regulations and administration procedures pertinent to FTA Grant requirements as specified by the State agency. The ICLTC reviews such grant applications in order to make several findings related to the type of clientele being served by each program, the extent to which such programs have coordinated services with other transportation providers and whether or not the services provided are consistent with the Regional Transportation Plan (RTP). Use of these funds is described further in Section IV.

**Administration of State and Regional Transportation Planning Funds:** The ICLTC is also responsible for the administration of State Planning Assistance funds which are allocated to the County for transportation planning purposes. These funds are also known as Transportation Planning and Development (TP&D) account funds. Each year the Commission is allocated a formula determined amount of these funds and is eligible to compete for an additional amount of discretionary funds.

## **B. Planning Functions**

**Regional Transportation Plan (RTP):** Chapter 2.5 of Title 17 of the California Government Code requires each Regional Transportation Planning Agency (RTPA) to prepare, or have prepared, a RTP. Updated RTPs are required to be submitted to the California Transportation Commission (CTC) and Caltrans by November 1<sup>st</sup>, every four (4) years in even numbered years.

**Regional Transportation Improvement Program (RTIP):** The State Legislation approved in 1989 per AB471/SB300 requires all RTPAs to prepare and submit an RTIP to the CTC by December 1<sup>st</sup> of odd numbered years. Guidelines for the development of RTIPs were adopted by the CTC in June 1990. Each RTIP shall cover the same seven year period to be addressed by the ensuing STIP.

**Overall Work Program (OWP):** The OWP is the ICLTCs means of securing funding and staffing in order to create, implement and expand upon those policies and actions outlined in the RTP. Maintaining an up-to-date OWP is critical to the ICLTCs functioning as the regional planning agency and must be adopted annually before July 1<sup>st</sup>.

**Social Services Transportation Action Plan:** The Social Services Act, specifically Sections 15973, 15975 and 15975.1 of the Government Code, requires that each Planning Agency develop: 1) an inventory of all Social Service Transportation Programs within its jurisdiction and 2) an action plan describing how to effectively and efficiently consolidate such services to the greatest extent possible. The inventories must be updated every four years and the action plan must be updated every two years.

This plan is useful in ICLTC review of FTA grant proposals and when making required findings prior to approving annual claims for LTF and STA funds.

#### **IV. FUNDING MECHANISMS, APPLICATION/CLAIM PROCEDURES AND AUDITS**

The following Sections A through F have been established by the guidance presented in the Transportation Development Act (TDA) Manual.

##### **A. Administration of Transportation Development Act (TDA) Funds**

1. Allocation Priorities: Before any allocation is made for a purpose not directly related to administrative duties required by the Act, public transportation services, specialized transportation services or facilities provided for the exclusive use of pedestrians and bicyclists, the requirements contained in the most current ICLTC Unmet Transit Needs Determination Procedure Manual must be satisfied. See Appendix 'B'.

The ICLTC shall make allocations from the TDA Fund annually in accordance with the following priorities:

1. To the ICLTC, such sums as are necessary to meet its expenses in the performance of the administrative duties assigned under the Act.
2. Thereafter, up to two percent (2%) of the remaining available funds county-wide may be set aside to be allocated for pedestrian and bicycle facilities anywhere in the County.
3. Thereafter, up to five percent (5%) of the remaining funds may be set aside to be allocated under Article 4.5 of the Act for "community transit services, including such services for those, such as the disabled, who cannot use conventional transit services." Claims may be filed under Article 4.5 of the Transportation Development Act.
4. Thereafter, to operators of public transportation systems, such monies as are approved by the ICLTC for claims presented pursuant to Article 4 Section 99260 of the P.U.C. Code; and to applicants contracting for public transportation services in accordance with Article 8 Section 99400(c).
5. Thereafter, to the County of Inyo and the City of Bishop such monies (up to and including the apportionment allowed based on the latest department of Finance figures) approved by the ICLTC for claims presented pursuant to Article 8, Section 99400(a) involving projects for local streets and roads including facilities provide for exclusive use by pedestrians and bicyclists.

##### **B. Claims Procedures**

Claims against the ICLTC Local Transportation Fund (LTF) and the State Transit Assistance Fund (STA) shall be submitted annually in accordance with the following procedures and time sequence. No monies shall be allocated from the fund by other governmental agencies except the ICLTC.

1. Prior to February 1<sup>st</sup>, the County Auditor shall furnish the ICLTC an estimate of local transportation funds which will be available for the ensuing fiscal year.
2. Prior to March 1<sup>st</sup>, the ICLTC shall determine the amount of funding which will be allocated in the ensuing year for administrative and planning services, if any.
3. Prior to the third Wednesday in May of each year, any applicant seeking to expend LTF or STA monies during the ensuing fiscal year shall submit a claim, or claims, to the Executive Director of the ICLTC on the forms set forth herein as Appendix "C."
4. On the third Wednesday in May of each year, the ICLTC shall hold a public hearing to obtain citizen input regarding unmet transit needs. The ICLTC Social Services Transportation Advisory Council (SSTAC) will be invited and encouraged to be present and participate at this public hearing.
5. Prior to the third Wednesday in June of each year, the Executive Director shall submit to the ICLTC a written report addressing all claims received with an analysis and recommendation on each claim.
6. During its regular June meeting of each year, the ICLTC will announce its findings to all interested parties and consider claims for streets and roads projects.
7. Prior to July 1<sup>st</sup>, annually, the ICLTC shall announce allocations for each claimant.
  - a. All allocations shall be made by ICLTC resolution.
  - b. Each allocation resolution shall present a finding that the proposed expenditure is not in conflict with the latest Inyo County Regional Transportation Plan. In addition, allocation resolutions for STA monies shall present the mandatory findings required by Section 6754 of the TDA.
  - c. Funds may be reserved for specific capital projects for up to three years in the future.
8. Allocations or reserves may be revised or rescinded during the fiscal year, but only under one of the following conditions:
  - a. If the allocation is repealed.
  - b. If the claimant is not spending the funds properly.
  - c. If the estimate of expenses was not accurate.
  - d. If needs differ because of changed circumstances.
  - e. If the claimant has deferred revenues from the previous Fiscal Year.
9. Prior to July 1<sup>st</sup> each year, the Executive Director shall prepare and forward to the County Auditor one allocation instruction for each claimant to advise the Auditor of the time and nature of the payment. Each instruction shall include all of the following:
  - a. A copy of the authorizing ICLTC resolution.
  - b. An identification number.
  - c. The date of the instruction.
  - d. The fiscal year of the allocation.

- e. The section of the Act authorizing the expenditure.
- f. The terms and conditions of payment.
- g. If the payment is to be from reserved funds, the name of the capital project shall be provided.

### **C. Federal Transit Administration (FTA) Grants**

The ICLTC reviews and ranks 49 U.S.C. Chapter 53, Sections 5313(b), 5310 and 5311 projects generated within the County. Using a scoring system provided by Caltrans, the ICLTC examines each grant application and assigns a numerical score which reflects the quality of the application. These scores are then forwarded to Caltrans for final statewide ranking and disposition to FTA. Examples of uses of these funds include the purchase of buses and special vans to transport handicapped individuals. Additional procedures applicable to FTA grants exist as follows:

- a. All 5310 applications are sent directly to Caltrans Headquarters for review and recommendations.
- b. 5311 applications are prepared by ICLTC staff and/or Inyo-Mono Transit and are subject to approval by the ICLTC prior to review by the Caltrans District Office. Caltrans District and Headquarters staff. Caltrans District and Headquarters staff provide recommendations and approval before these applications are considered for funding.
- c. Section 5311(f) applications are subject to advisory committee review prior to consideration of approval. These reviews and approvals are subject to the provisions of the publication "Section 5311 Handbook and Guide, April 2002, California Department of Transportation, Division of Mass Transportation."

### **D. State and Regional Transportation Planning Funds**

These funds are available to the ICLTC for planning purposes. Examples of planning tasks eligible for these funds include the preparation of the Overall Work Program (OWP) and the Regional Transportation Plan (RTP).

### **E. Annual Report to the Secretary**

Prior to October 1<sup>st</sup>, the Executive Director of the ICLTC shall, on the forms provided, submit to the Secretary an annual report which shall include:

- 1. The County Auditor's estimate of the monies available for allocation.
- 2. A list of the initial allocations for the current fiscal year, and of the final allocations for the previous year, identified by claimant and purpose.
- 3. A summary of the LTF for the previous fiscal year.

4. A summary of problems and proposed solutions to problems caused by the Act or the rules and regulations.

**F. Audits**

1. Annually and within 180 days after the end of the fiscal year, the Inyo County Auditor shall submit a report of a fiscal audit of the County Local Transportation Fund and the State Transit Assistance Fund to the ICLTC and to the Secretary. The audit shall be conducted by the State Controller, a certified public accountant, or public accountant.
2. The ICLTC shall transmit to the Secretary annually, within twelve months of the end of the fiscal year, a report of an audit of its fiscal accounts made by an independent entity.
3. The ICLTC shall every three years transmit to the Secretary a performance audit report made by an independent entity.
4. The ICLTC is responsible to ensure that all claimants submit fiscal and compliance audits to the Secretary within 180 days after the close of the fiscal year. An extension of 90 days may be granted by the ICLTC.
5. Based on the audit received from claimants; the ICLTC shall, if necessary, revise the current year allocation by subtracting deferred revenues from the previous fiscal year.
6. Operator claimants are also required to furnish performance audits triennially.
6. The Executive Director will report audit findings and recommended appropriate actions to the ICLTC. In addition, quarterly financial reports will be presented to the LTC for review.

**V. SUMMARY OF IMPORTANT DATES AND ACTIVITIES**

January 10	State Controller submits estimates of STA dollars to be available in the ensuing fiscal year.
February 1	County Auditor submits estimates of LTF dollars to be available in the ensuing fiscal year per Article 3 of the TDA.
March 1	Draft OWP submitted to Caltrans.
April 1 (Even numbered years)	CTC adopts STIP.
May ICLTC Meeting	Unmet Needs Hearing. Social Services Transportation Advisory Council presents recommendations for unmet needs hearing.
June ICLTC Meeting	Unmet Needs Determination.

June 30  
(triennially)

The ICLTC submits a performance audit to the Director of Caltrans.

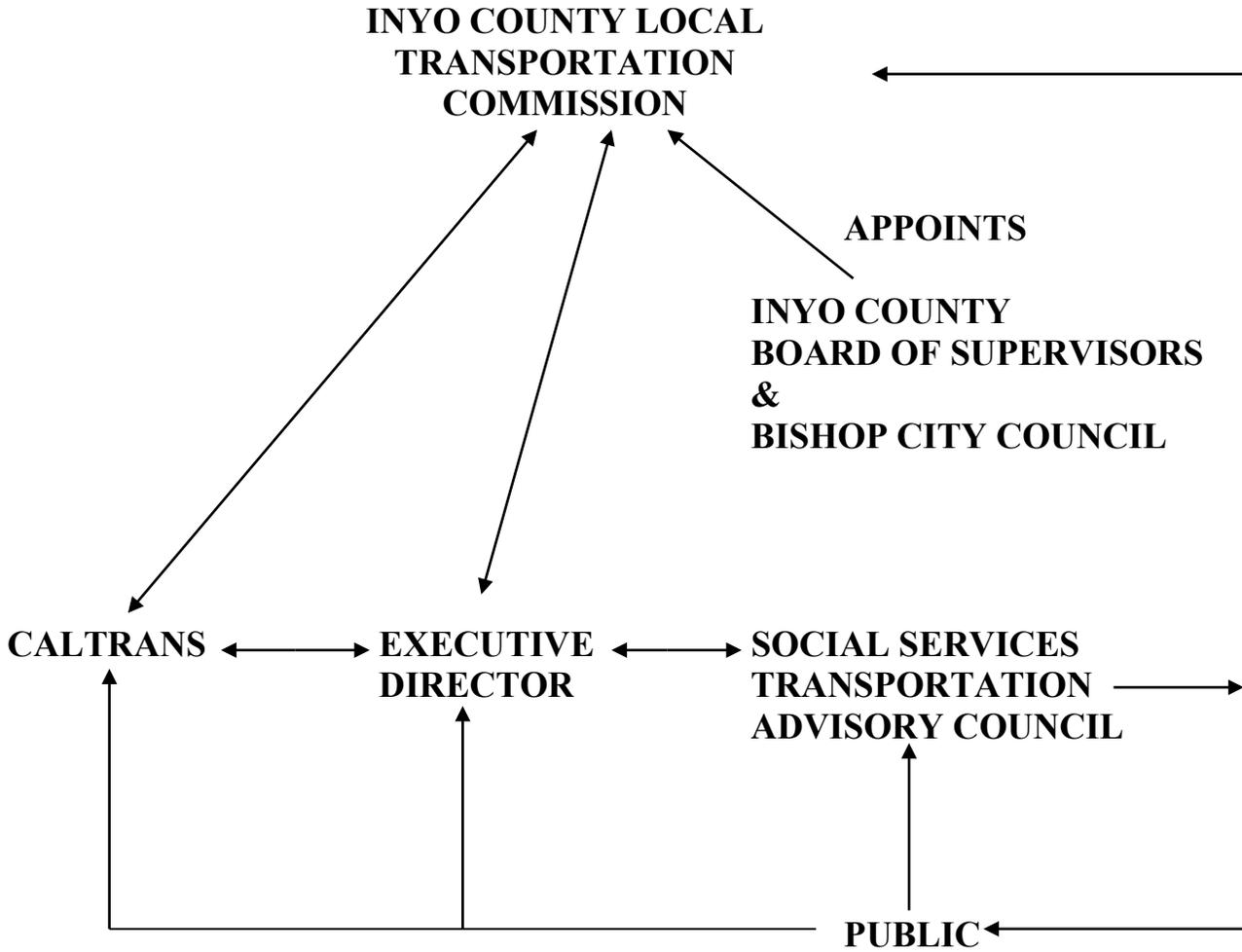
Before July 1

ICLTC adopts OWP for the next fiscal year and transmits copies to Caltrans with application for State and Regional Transportation Planning Funds.

December 1  
(even numbered years)

Updated RTP submitted to the CTC and Caltrans every four years.

# ORGANIZATIONAL CHART



Consent Agenda Item # 1b  
October 18, 2023 Minutes



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



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Michael Errante, Executive Director

## MINUTES

### INYO COUNTY LOCAL TRANSPORTATION COMMISSION Inyo County Board Chambers, 224 N. Edwards St., Independence

Topic: Inyo County Local Transportation Commission Regular Meeting  
Time: Oct 18, 2023, 09:00 AM Pacific Time (US and Canada)

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

#### **October 18, 2023**

**9:07 a.m.** Open Meeting

**Commissioner Stephen Muchovej participated virtually from his residence.**

**Commissioner Scott Marcellin participated virtually from his residence.**

#### **1. Roll Call**

#### **Commissioners Present**

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

#### **Others Present**

Nora Gamino: City of Bishop Public Works Director  
Justine Kokx: LTC Transportation Planner  
Kristina Amaya: Inyo County  
Walt & Kathleen Hoffman: Benton Residents and avid cyclist  
Erin Gilpin: Bishop Resident  
Phil Moores: ESTA  
Gary Milici

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

Ana, City of Bishop  
Cindy Duriscoe: Big Pine Tribe  
Ashley Helms: Deputy Director of Airports  
Karen Kong City of Bishop  
Sustainable Recreation Design: Zoom Meeting  
Deston Dishion: Bishop City Administrator  
Robert Strub; Lone Pine Resident  
Sabine Elia: Lone Pine Resident  
Maggie Ritter: Caltrans  
Jill Tognazzini: Caltrans  
Annelise Quintanar: Caltrans  
Andrew Besold: Caltrans  
L. Hart: Caltrans

## 2. Public Comment

Robert Strub requested a correction to the September 27, 2023, minutes to reflect his statements about the RTP more accurately, specifically, to include an evaluation of the viewshed along Hwy 395 of areas not visible from 6' above the roadway. He would like this evaluation shown in the RTP. He provided copies with the corrected verbiage.

Walt Hoffman of Benton expressed appreciation for the bike racks that were installed on ESTA's new vehicles. Maybe sturdier racks would be good, but these racks work. Walt is concerned about bike lanes in Bishop. There is a conflict between vehicles and bicyclists near the Presbyterian church. Not able to use sidewalk here because it's illegal on a bike, so you end up in the lane due to the gutter in the bike path. He suggested that better signage and painted green arrows (sharrows) would alert drivers that bicyclists share the road. He recommended adding sharrows heading south from Elm Street to South St. and heading north from South St. to the City Park.

Erin Gilpin of Bishop added to Walt's comment and agreed with the sharrow suggestion. She bikes around Bishop daily with her children. She expressed concern about the bike lane along the northern portion of 395 that turns into a gutter. She would like improvements there.

## **ACTION ITEMS**

**1. Urgency Action Item** pursuant to Government Code Section 54954.2(b)(2): Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present (less than 4), a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

- a. Approval of Remote Meeting Participation for Commissioners Marcellin and Muchovej – Recommended Action Find good cause for Commissioners Marcellin and Muchovej to attend the meeting remotely due to a contagious illness and approve their remote meeting participation. *They must announce the presence of anyone over the age of 18 years old at the meeting location with them and the nature of the relationship (spouse, caregiver etc.)*

**\*\* Approval of Remote Meeting Participation for Commissioner Marcellin and Muchovej motioned by Commissioner Jennifer Roeser and Seconded by Vice Chair Jeffery Ray. All in Favor.**

**2. Consent Agenda**

- b. Staff of the Local Transportation Commission - Request approval of the minutes of the meeting of September 27, 2023.

**\*\*Approval of the minutes (with the corrections requested by Mr. Strub) and the consent agenda motioned by Commissioner Roeser and seconded by Commissioner Muchovej. All in favor.**

**DISCUSSION ITEMS**

**3. Draft 2023 Update to the Inyo County Active Transportation Plan**

Justine presented information about the ATP (active transportation plan) and requested feedback from the Commission and the public.

Commissioner Roeser would like to see a project in Big Pine, commonly known as Veterans Path, highlighted more in the ATP. Justine concurred that this project should be better highlighted and responded will follow up with this request. The Fish Springs Pavement Project is coming in 2025 and it could align well if we applied the next cycle for that potential project. The Big Pine community needs to provide input and support for this project.

Commissioner Marcellin requested that the Pathways to Schools Project continue to be included in the ATP for the Bishop Tribe.

Commissioner Muchovej agreed with this and commented that he would like to see more highlighted in the ATP about safe walkways and paths to help kids walk to and from school in the Bishop area.

Justine commented that she is still going over the plan and will note these projects.

Andy Besold of Caltrans suggested referencing the Association of Bicycle Professionals' (APBP) guidelines for bike parking; they set the gold standard for these designs.

Andy also added the idea of altering the US Bicycle Route 85 to include County roads that are off the highway. Justine will make sure the USBR will be added to the ATP.

Vice Chair Ray asked if there was money available to fund improvements to the USBR? No. More to come, Commissioner Muchovej requested a future discussion or workshop to revisit the USBR 85 route.

Commissioner Roeser also added to make sure the Towns to Trails project is referenced in the ATP. It is.

**4. Potential County Projects for Cycle 7 Active Transportation Grant Program**

Justine addressed the Commissioners about narrowing the project list down. The program is highly geared towards disadvantaged communities, such as Tecopa, or on a Tribe. Tribes get the points automatically. Justine is interested in working with the Bishop Paiute Tribe to help

improve the safety of routes to school. If that is not possible, would like to shift focus to the Tecopa area. Justine and Kristina participated at an event in Tecopa to conduct outreach and received an enthusiastic response.

Commissioner Roeser and Chair Berg both agreed that advocating for these disadvantaged areas would greatly improve the community. Commissioner Marcellin offered to help facilitate a discussion with the Tribe.

Andy Besold of Caltrans agreed with these priorities for this Cycle.

**5. Draft 2024 Inyo County Regional Transportation Improvement Plan**

**6. Change the start time for LTC meetings to 8:00 a.m.**

The Commission and LTC staff are all in favor of the 8:00 a.m. start time. Justine and the Commission will go over the details and then include this motion as the first action item in the November/ Dec meeting.

**INFORMATIONAL ITEMS**

**7. Ashley Helms, Airports Presentation:** Ashley recapped the summer season and explained what she is looking forward to this winter season. This summer there were daily flights to SF. The summer service load factor (percentage of seats that are occupied) was down for the season, but they are hoping to see improvements and see more flights added. For the winter season flights to San Francisco will start on Dec 14<sup>th</sup> and flights to Dever will start on the Dec 21<sup>st</sup>. United is showing 7 days a week to both destinations, but United hinted that they may drop selected mid-week San Francisco flights. Last year in November United looked forward at booking numbers and removed flights that were particularly low; then added those flights back in April to extend the Spring season. There is a pilot shortage and United is trying to conserve hours. Both flights will end on the 30<sup>th</sup> of March with the hope that San Francisco flights continue onto April. Regarding revenue, the airport is doing well. Ground transportation to take people to and from Bishop and Mammoth will be similar to the last two years.

Commissioner Roeser requested an update on the transition to the new aircraft. The County hired a consultation to create new approach procedures to allow United/SkyWest to operate the Embraer 175 at the Bishop Airport. The FAA approved the procedures in Aug, and they took effect Oct 5. Unfortunately, this did not give SkyWest time to complete staff training prior to the Dec14<sup>th</sup> start date, so the transition will occur later in the season. Commissioner Roeser commented to the public that the Northern Inyo Airport Advisory committee meets every quarter and Ashley, and her staff organize it. The date is November 5<sup>th</sup> at 5pm and located at the Bishop Airport.

**8. City of Bishop Report:** Nora presented updates on the Whitney Alley Project and unfortunately the project was not awarded the Clean California Grant. They are looking for other funds and are still moving forward with the design. They removed the pocket park for now to keep focus. East Line Bridge is moving forward and is expected to have a design completed in about a year. Looking at refining the drainage issues in the area. Commissioner Roeser asked Nora to ensure the DWP lessee will be included in the drainage design/outreach. Finally, the South Warren

Street Improvement Project is moving along. The design was started in 2014 and the goal was to make Warren Street an alternative to Main Street.

9. ESTA Executive Director's Report: Phil referred to the Director's report and asked if there were any questions. Chair Berg and Commissioner Roeser loved the employee appreciation in the ESTA report. Vice Chair Ray expressed appreciation to Phil for the routes and drivers in the South. Commissioner Muchovej appreciated the shift from seasonal to full time employees. Chair Berg asked about TIRCP funding. Phil explained to the Board how CALACT represents rural transit agencies and watches the state senate bills. He is a part of their Legislative committee. TIRCP will allocate to Mono and Inyo LTC's 300K in formula funding. Will bring to the January meeting.

Commissioner Marcellin asked Phil if he was aware of the hydrogen plants being built on the East coast, and now CA has funding/ Governor has interest in funding hydrogen plants. \$1.2 B in funding for SoCal. In Lancaster? Phil is interested in getting more info, he's a fan of hydrogen.

10. Caltrans Report:

- Presentation by Jill Tognazzini of Caltrans, Bishop Pavement Project

Jill provided an overview of the upcoming project, the schedule, design to be complete in April 2024, construction to begin anticipated in the fall of 2024. Jay street along 395, around fairgrounds to N. Barlow Lane. Laos Mian street to Pioneer Lane on Line Street. Rehab roadway is primary goal, will include drainage improvements, adding pedestrian bicycle facilities, etc. \$25 M.

Commissioner Muchovej asked about the flashing beacons, are they the same as the flashing red beacons near the City Park and on Line Street? No, they will flash a yellow warning sign. Jill explained that no warrants (or conditions) were required at the time the red flashing beacons (RRFB's) were installed, which allowed Caltrans to place the red flashing beacons. Since then, policies have changed which means that the red flashing beacons are no longer a possibility at the new beacon sites. Commissioner Muchovej stated that sometimes yellow flashing beacons are interpreted as a signal to speed up, not to slow down. Jill explained that there are studies documenting that yellow flashing beacons do indeed slow traffic down. Regardless of flashing beacon, a driver is required to stop when pedestrian in a crosswalk. Commissioner Muchovej asked about bike lanes at the detriment of parking. Jill will verify how many spaces will be removed. He also asked if there be improvements such as sharrows included on Main Street? Yes, there are plans to include sharrows on Main Street. Vice Chair asked if the flashing beacons are similar to the School Ahead crossings in Big Pine and Lone Pine? No, they are different, the pedestrians will activate the light, and it's a very vibrant light, not standard yellow. Erin Gilpin asked if the speed limit could be slowed down on N. Sierra Highway? Jill explained that the process to change speed limits involves a speed study. The traffic engineers are required to set speeds at the 80th percentile. Be cautious with speed studies, they can actually raise the speed limits.

- Presentation by L. Hart, Building Climate Resiliency

L. Hart is the Climate Resilience guide for District 9. She has spent most of her time with Caltrans in various locations throughout the state. She appreciates the unique challenges that rural counties face due to climate change, the mecca of climate impacts.

SR 190 is a prime example (experienced three 1000-year events in 13 months), provided updates on tools and guidance on how to work together on climate resilience issues. Looking at new guidance on adaptation strategies (using existing tools that are proven to work), gabion baskets, improving drainage, roadway stabilization opportunities. Where is the funding? We are missing out on funding because we don't have projects ready to go. She is looking at federal grant opportunities. Launching a District Adaptation Strategy, to develop a portfolio of projects to become better positioned for funding. New PID guidance includes climate assessments, identifying vulnerabilities in the system. Offered to work with the LTC to really build resilience in the region. Tell a story, Sacramento is not hearing the rural regions' stories.

Vice Chair Ray brought up the lack of funding for Transportation. We need to maintain our roads, just like our homes, our cars, etc. He has firsthand seen the decline in the condition of the roads due to lack of funding. Would like that aspect included as part of the story.

- Caltrans Monthly Report: Maggie gave an update for Caltrans about Emergency Road closures and potential openings. Provided date range updates on Fish Springs Pavement Project (2025), and two-way left turn lane at the Golf Course (2024). Schober lane two-way left turn lane (2024-2025). Two PIDS open for public comment, Furnace Creek pavement project, Coso CapM. Get the word out for public comments. Fort Independence and Inyo County both won STPG grants. Inyo won a Clean CA grant for Diaz Lake. Always go to District 9 Facebook and QuickMaps, Twitter, and website. She introduced Annelise Qunitanar as new Regional Planning Representative. Welcome Annelise! Dump days for Clean CA, see District 9 Facebook.

#### **11. Tribal Report**

Cindy Duriscoe reported on behalf of the Bishop & Big Pine Paiute Tribes. The Big Pine Paiute Tribe and the Bishop Paiute Tribe both won a Clean Mobility Options grant. Congratulations!

#### **12. DVNP Report**

#### **13. USFS Report**

#### **14. Executive Director's Report**

- Reminder to provide comments for the Final 2023 Regional Transportation Plan to [jkokx@inyocounty.us](mailto:jkokx@inyocounty.us)

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

Commissioner Roeser enjoyed the tour provided by Phil Moores of ESTA's facility. Appreciated the County staff's work on the Clean Ca grant. Diaz Lake was possible due to the long-term lease with DWP there. The other park leases such as Millpond and Mendenhall are expired, in holdover; hopefully these leases can be renewed ahead of future funding opportunities.

Commissioner Muchovej appreciated the work that was done on Buttermilk Road. Will the maintenance plan include the future maintenance, or was that a one-off? Commissioner Roeser clarified that the maintenance had been stalled for a long time due to a lack of a permit, or mechanism for maintenance of county roads on USFS land. For Buttermilk, we now have a permit, but the process continues for other roads.

Commissioner Marcellin thanked the County and special interest groups that are getting Coyote and Buttermilk open.

Chair Berg appreciated the work by staff to put the agenda together under a short timeline.

### **CORRESPONDENCE**

None

### **ADJOURNMENT**

Adjourned until Wednesday November 29, 2023, 8:00 a.m. Bishop City Hall (November and December combined meeting)

### **UPCOMING AGENDA ITEMS**

- Final RTP public hearing & adoption (November 29<sup>th</sup>)
- Final 2024 RTIP and 2024 STIP (November 29<sup>th</sup>)
- Adopt Final ATP
- FY23-24 OWP Amendment (FY22-23 RPA Rollover & STPG)

### **Zoom Chat**

00:34:35 iPhone: Signed in as 805-235-5807. Phil

00:44:36 Erin Gilpin: I have an add on to this, could I make a quick comment?

00:56:08 iPhone: I have a hard stop at 10. —Phil

01:57:20 Cindy Duriscoe, Big Pine Paiute Tribe: I have to leave in 5 min. and not sure if Brian is on from Bishop Paiute? Both Big Pine and Bishop were awarded Clean Mobility funding for our shuttle services, bus stops.

02:27:22 Karen Kong: Can you please put up the timeline slide again?

02:29:35 Erin Gilpin: Could the speed limit be brought down in the area of these flashing beacon?

02:30:21 Karen Kong: Thanks Jenn!

02:35:25 Erin Gilpin: Yea, specifically near north 395

02:35:28 Nora Gamino: If anyone is interested, I can share two papers that describe what RRFBs (proposed) and PHB (existing) are.

02:35:36 stephen: Reacted to "If anyone is interes..." with 👍

02:35:51 Erin Gilpin: Thank you Stephen!

02:36:00 stephen: Reacted to "Thank you Stephen!" with 👍

02:36:55 Erin Gilpin: Thank you for explaining that!

## Agenda Item # 2

Public Hearing & Adopt as Final the 2023  
Update to the Regional Transportation  
Plan



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



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

Michael Errante  
Executive Director

## STAFF REPORT

**MEETING:** November 29, 2023

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

**SUBJECT:** Agenda Item No. 2 – Public Hearing and adoption of the Final 2023 update to the Regional Transportation Plan

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### Action Item

Request Commission A), conduct a public hearing to obtain public input on the Draft Regional Transportation Plan (RTP), B), Adopt the [Draft RTP](#) as Final via Minute Order, authorizing the Executive Director to sign documents related to the finalization of the RTP, and to make any technical changes in response to the public and/or the Commission.

### Discussion

The RTP must be updated every four years, the most recent update was done in 2019. The purpose of the plan is to provide a transportation vision for the region for the 10- and 20-year planning horizons. This is accomplished by identifying transportation related needs and issues on a regional level, reaffirming the region's goals, objectives, and policies, developing a list of improvements to the transportation system that meet the identified needs and prioritizing these improvements to create a financially constrained plan.

On August 16<sup>th</sup>, 2023, the Inyo County Local Transportation Commission (ICLTC) engaged in a workshop about the draft RTP, identified regional needs and priorities and recommended improvements to the draft.

On September 27<sup>th</sup>, 2023, a public hearing was held, and the Draft RTP Update was presented to the ICLTC by LSC Transportation Consultants, Inc.

The Draft RTP was released for a 30-day public review and comment period, beginning September 27, ending October 26. One comment was received from the Center for Biological Diversity (CBD) with concerns about the RTP's inclusion of the Freeman Gulch highway widening project in Kern County. Staff have worked with the consultant to address the comments. Although the body of the RTP retains its support for the

project as a crucial safety need for the region, the project was removed from the tables due to the termination of the Tri-County MOU.

The Public Draft RTP and corresponding environmental document are posted on the LTC website at:

[Initial Study & Negative Declaration](#)

[2023 Regional Transportation Plan](#)

Attachments:

CBD Comment Letter and responses to comments

# **RESPONSES TO COMMENTS ON DRAFT INITIAL STUDY AND PROPOSED NEGATIVE DECLARATION**

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The Draft Initial Study and Proposed Negative Declaration prepared for the 2023 Inyo County Regional Transportation Plan was circulated for a 30-day review period beginning on September 27, 2023 and closing on October 26, 2023. The Inyo County Local Transportation Commission (ICLTC) received one comment letter from the Center for Biological Diversity. This comment letter and accompanying responses are included below.



October 26, 2023

*Sent via email*

Inyo County Local Transportation Commission  
168 N. Edwards Street  
Independence, CA 93526  
[jkokx@inyocounty.us](mailto:jkokx@inyocounty.us)

**Re: Inyo County Regional Transportation Plan 2023-2043: Initial Study and Proposed Negative Declaration**

Dear Inyo County Local Transportation Commission:

A.1

These comments are submitted on behalf of the Center for Biological Diversity (the “Center”) regarding the Inyo County Regional Transportation Plan 2023-2043 (“RTP”) and the associated Initial Study and Proposed Negative Declaration (“ISPND”). The Center has reviewed the RTP and Negative Declaration and provides these comments for consideration by the Inyo County Local Transportation Commission. As outlined in further detail below, we urge the County to fully consider and mitigate the impacts of the RTP on wildlife connectivity and greenhouse gas emissions, as required by the California Environmental Quality Act (“CEQA”). We are concerned that the Negative Declaration does not meet CEQA’s requirements.

The Center is a non-profit, public interest environmental organization dedicated to the protection of native species and their habitats through science, policy, and environmental law. The Center has over 1.7 million members and online activists throughout California and the United States. The Center and its members have worked for many years to protect imperiled plants and wildlife, open space, air and water quality, and overall quality of life in Inyo County and the surrounding region.

A.2

**I. The Initial Study and Proposed Negative Declaration (ISPND) Fails to Adequately Disclose, Analyze, and Mitigate the Project’s Impacts.**

CEQA is a comprehensive statute designed to provide for long-term protection of the environment. The law was enacted for the state to “take all action necessary to protect, rehabilitate, and enhance the environmental quality of the state” and to “[e]nsure that the long-term protection of the environment . . . shall be the guiding criterion in public decisions.” (Pub.

Res. Code § 21001.) Accordingly, the CEQA Guidelines explain that “CEQA was intended to be interpreted in such a manner as to afford the fullest possible protection to the environment within the reasonable scope of the statutory language,” and that “[t]he purpose of CEQA is . . . to compel government at all levels to make decisions with environmental consequences in mind.” (CEQA Guidelines § 15003.)

CEQA applies to discretionary projects proposed to be carried out or approved by public agencies. (Pub. Res. Code § 21080(a).) A “project” is “the whole of an action” directly undertaken, supported or authorized by a public agency, “which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (Pub. Res. Code. § 21065; CEQA Guidelines § 15378.)

Unless a proposed project is exempt from CEQA’s requirements, the lead agency is charged with conducting an “initial study” to determine the project’s potentially significant environmental impacts. (CEQA Guidelines §15063.) An environmental impact report (“EIR”) must be prepared if the initial study finds that a proposed project may have a significant effect on the environment. (See Pub. Res. Code §§ 21080(c), 21080.1, 21080.3, 21082.1, 21100, 21151.)

The EIR is the “heart” of CEQA’s environmental review requirement. (See *No Oil, Inc. v. Los Angeles* (1974) 13 Cal.3d 68, 84.) It serves as an environmental “alarm bell” whose purpose is to alert the public and decision-makers to environmental changes “before they have reached ecological points of no return.” (*County of Inyo v. Yorty* (1973) 32 Cal.App.3d 795, 810.) The EIR must identify and describe “[d]irect and indirect significant effects of the project on the environment” (CEQA Guidelines, § 15126.2(a)) and also identify and analyze cumulative effects when the “incremental effects of an individual project are significant when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.” (CEQA Guidelines, § 15130(a); *id.* § 15065(a)(3).)

If “there is no substantial evidence in light of the whole record before the public agency that the project . . . may have a significant effect on the environment” the agency may prepare a negative declaration or mitigated negative declaration instead of an EIR. (Pub. Res. Code § 21064.5; see also *id.* §§ 21064, 21080(c).) If an agency is presented with so much as “a fair argument that a project may have a significant effect on the environment, the lead agency shall prepare an EIR even though it may also be presented with other substantial evidence that the project will not have a significant effect.” (CEQA Guidelines § 15064(f)(1); see also *No Oil, Inc.*, 13 Cal.3d at 75.)

The CEQA Guidelines provide guidance for determining if a project’s effects are significant. Such a determination “calls for careful judgment on the part of the public agency involved, based to the extent possible on scientific and factual data” and a “consider[ation of] the views held by members of the public in all areas affected.” (*Id.* § 15064(b)-(c).) The lead agency must consider both direct and indirect physical changes in the environment caused by the project. (*Id.* § 15064(d).)

CEQA also requires consideration of cumulative impacts. An EIR is required “if the cumulative impact may be significant and the project’s incremental effect, though individually

limited, is cumulatively considerable . . . when viewed in connection with the effects of past projects, the effects of other current project, and the effects of probable future projects.” (Id. § 15064(h)(1).) Cumulatively considerable environmental effects require a mandatory finding of significance. (Id. § 15065(a)(3).)

As described in more detail below, there is more than a “fair argument” that the adoption of the RTP will result in significant direct, indirect, and cumulative impacts to the environment. Accordingly, the ISPND fails to provide adequate disclosure, analysis, and mitigation and the County should prepare an EIR for the RTP.

**a. The ISPND’s Cursory “Analysis” of Impacts to Biological Resources Is Wholly Deficient.**

The ISPND provides a single paragraph that purports to analyze the RTP’s impacts to biological resources, arguing that “Transportation improvements in the plan that are on existing facilities will not have a significant impact on biological resources” (ISPND at 11). It provides no substantive evidence to support such a claim. And although the ISPND acknowledges that “facilities that will expand existing rights-of-way into undisturbed areas or construct new rights-of-way into undisturbed area have the potential to have a significant impact to biological resources” (ISPND at 11), it kicks the can down the road, ambiguously stating that “Project-specific environmental review and existing regulations will mitigate potential impacts to a less than significant status” (ISPND at 11). This is misrepresented in the table, which shows that impacts to biological resources would be “less than significant” not “less than significant with mitigation” (ISPND at 10). The ISPND also fails to provide any details regarding what the potential impacts may be or how such impacts will be mitigated to less than significant. Instead, the ISPND relies on the RTP’s vague goals and policies that have no meaningful or enforceable targets, actions, or mitigation measures. This analysis is insufficient.

A.3

The ISPND fails to mention any special-status species or sensitive habitats that are known to occur or may occur in the project area. According to the California Department of Fish and Wildlife, the County has large natural habitat areas with high levels of biodiversity, particularly in Owens Valley and along the Owens River, where the US 395 corridor is located.<sup>1</sup> Widening existing roads or building new roads in the area could have a significant impact on numerous sensitive animal and plant species, including the federally-endangered Amargosa vole and Sierra Nevada bighorn sheep, federally- and state-threatened desert tortoise, state-threatened Mohave ground squirrel, and the state-endangered Inyo rock daisy. Yet the ISPND fails to adequately disclose, assess, and mitigate the Project’s potential impacts to these and other sensitive species and habitats.

**b. The County Must Analyze and Mitigate the RTP’s Impacts on Wildlife Movement and Habitat Connectivity.**

A.4

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<sup>1</sup> See CDFW Areas of Conservation Emphasis Version 3.0. Available at <https://apps.wildlife.ca.gov/ace/> (Accessed October 18, 2023).

With Assembly Bill 2344 (AB 2344)—The Safe Roads and Wildlife Protection Act—passed and signed into law in 2022, the County and Caltrans are required to carefully consider and restore wildlife connectivity when there is new construction and/or when improvements are being made to existing transportation infrastructure. The bill specifically states:

It is therefore the policy of the state to protect, restore, and enhance the functioning of fish, wildlife, and habitat connectivity in connection with the planning, construction, and improvement of transportation infrastructure throughout the state and, where feasible, the operation and maintenance of transportation infrastructure throughout the state. (AB 2344 Section 1(b)).

Despite this clear language and the area's high wildlife biodiversity and large natural habitat areas, the IS/MND fails to make any attempt to assess and mitigate the Project's impacts to wildlife connectivity.

The County must analyze the potential impacts of the RTP and its associated projects on wildlife connectivity. As detailed in a 2021 Center Report (Yap et al., 2021), roads and development create barriers that lead to habitat loss and fragmentation, which harms native wildlife, plants, and people. As barriers to wildlife movement, poorly-planned development and roads can affect an animal's behavior, movement patterns, reproductive success, and physiological state, which can lead to significant impacts on individual wildlife, populations, communities, landscapes, and ecosystem function (Brehme et al., 2013; Ceia-Hasse et al., 2018; Haddad et al., 2015; Marsh & Jaeger, 2015; Mitsch & Wilson, 1996; Trombulak & Frissell, 2000; van der Ree et al., 2011). For example, habitat fragmentation from roads and development has been shown to cause mortalities and harmful genetic isolation in mountain lions in southern California (Ernest et al., 2014; Riley et al., 2014; Vickers et al., 2015), increase local extinction risk in amphibians and reptiles (Brehme et al., 2018; Cushman, 2006), cause high levels of avoidance behavior and mortality in birds and insects (Benítez-López et al., 2010; Kantola et al., 2019; Loss et al., 2014), and alter pollinator behavior and degrade habitats (Aguilar et al., 2008; Goverde et al., 2002; Trombulak & Frissell, 2000).

Numerous bears, mountain lions, and other animals have been killed on roads in Inyo County (Shilling et al., 2023). Policies that call for widening roads and increasing capacity, such as Policy 3.6—Provide a 4-lane facility for US 395 and CA 14 between Southern California population centers and Inyo County and Policy 3.8—Increase capacity of SRs as needed to maintain LOS, could result in more wildlife vehicle collisions that cause harm to drivers. Neglecting to consider and integrate wildlife movement into the design of such projects is out of compliance with AB 2344 and fails to achieve the RTP's stated safety, public health, and environmental goals, including:

Goal 1: Safety—provide a safe and secure transportation system for all users.

Goal 6: Quality of Life/Public Health—Enable vibrant and healthy communities.

Goal 7: Environment—Enhance environmental health and reduce negative transportation impacts.

The Road Ecology Center at UC Davis estimated that reported wildlife-vehicle collisions with large mammals caused over one billion dollars (\$1,000,000,000) in economic and social costs to Californians from 2016 to 2020 (Shilling et al., 2021). Many of these types of collisions go unreported or under-recorded, as some people may choose not to report crashes, people may not see animal carcasses on the road or in the right-of-way, or wounded animals move beyond the right-of-way before they die. Therefore, the wildlife death tolls, injuries to people, and costs could be much greater. Yet the ISPND provides no analyses regarding wildlife connectivity and no requirement to consider wildlife movement and implement wildlife crossings and/or wildlife fencing. Instead the RTP downplays the Project's potential impacts stating, "The majority of RTP projects located within the Inyo region are road reconstruction or rehabilitation and do not require disturbing or paving new lands" (RTP at 131) while failing to include enforceable mitigation measures for new roadway projects, stating that "New roadway projects will undergo a thorough environmental review before construction," (RTP at 131). The County may not postpone or delay analyzing these impacts to a later date under CEQA and AB 2344.

Wildlife crossing structures can increase driver safety and are highly effective at reducing wildlife-vehicle collisions. Numerous readily available measures exist to avoid, minimize, and/or mitigate the impacts of roads on wildlife, including but not limited to the placement of exclusion/directional fencing and the construction of wildlife-friendly underpasses, overpasses, culverts, and elevated sections of road in key wildlife connectivity areas, and they have proved successful in other states. For example, wildlife passage features reduced vehicle-wildlife collisions along Highway 9 in Colorado by 92% (Kintsch et al., 2021) and along the I-15 in Utah by 98.5% (Bissonette & Rosa, 2012). Properly sited and designed wildlife passage features make roads safer for people and wildlife, which saves costs to society from fewer wildlife vehicle collisions (Center for Large Landscape Conservation, 2020). These safety measures can be applied to new transportation infrastructure as well as retrofitted to existing infrastructure to effectively reduce collisions.

Habitat fragmentation also severely impacts plant communities. An 18-year study found that reconnected landscapes had nearly 14% more plant species compared to fragmented habitats, and that number is likely to continue to rise as time passes (Damschen et al., 2019). The authors conclude that efforts to preserve and enhance connectivity will pay off over the long-term (Damschen et al., 2019). In addition, connectivity between high quality habitat areas in heterogeneous landscapes is important to allow for range shifts and species migrations as climate changes (Cushman et al., 2013; Heller & Zavaleta, 2009; Krosby et al., 2018). Loss of wildlife connectivity decreases biodiversity and degrades ecosystems. It also prevents the reestablishment of native species, like wolves, as was seen with the dispersing wolf OR93 who traveled south from Oregon and roamed California until it was killed by a vehicle strike in Kern County in less than a year.<sup>2</sup>

Edge effects of roads and development in and adjacent to open space will likely impact key, wide-ranging predators, such as mountain lions and bobcats (Crooks, 2002; Delaney et al., 2010; Lee et al., 2012; Riley et al., 2006; Smith et al., 2015, 2017; Vickers et al., 2015; Wang et al., 2017), as well as smaller species with poor dispersal abilities, such as song birds, small

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<sup>2</sup> California Department of Fish and Wildlife. "Newsroom: OR93 Found Dead In Kern County." Accessed November 30, 2021. <https://wildlife.ca.gov/News/or93-found-dead-in-kern-county>

mammals, and herpetofauna (Benítez-López et al., 2010; Cushman, 2006; Kociolek et al., 2011; Slabbekoorn & Ripmeester, 2008). Limiting movement and dispersal can affect species' ability to find food, shelter, mates, and refugia after disturbances like fires or floods. Individuals can die off, populations can become isolated, sensitive species can become locally extinct, and important ecological processes like plant pollination and nutrient cycling can be lost. Negative edge effects from human activity, such as traffic, lighting, noise, domestic pets, pollutants, invasive weeds, and increased fire frequency, have been found to be biologically significant up to 300 meters (~1000 feet) away from anthropogenic features in terrestrial systems (Environmental Law Institute, 2003)

The County must also consider corridor redundancy (*i.e.* the availability of alternative pathways for movement) because it allows for improved functional connectivity and resilience. Compared to a single pathway, multiple connections between habitat patches increase the probability of movement across landscapes by a wider variety of species, and they provide more habitat for low-mobility species while still allowing for their dispersal (Mcrae et al., 2012; Olson & Burnett, 2013; Pinto & Keitt, 2008). In addition, corridor redundancy provides resilience to uncertainty, impacts of climate change, and extreme events, like flooding or wildfires, by providing alternate escape routes or refugia for animals seeking safety (Cushman et al., 2013; Mcrae et al., 2008, 2012; Olson & Burnett, 2013; Pinto & Keitt, 2008).

Corridor redundancy is critical when considering the impacts of climate change on wildlife movement and habitat connectivity. Climate change is increasing stress on species and ecosystems, causing changes in distribution, phenology, physiology, vital rates, genetics, ecosystem structure and processes, and increasing species extinction risk (Warren et al., 2011). A 2016 analysis found that climate-related local extinctions are already widespread and have occurred in hundreds of species, including almost half of the 976 species surveyed (Wiens, 2016). A separate study estimated that nearly half of terrestrial non-flying threatened mammals and nearly one-quarter of threatened birds may have already been negatively impacted by climate change in at least part of their distribution (Pacifci et al., 2017). A 2016 meta-analysis reported that climate change is already impacting 82 percent of key ecological processes that form the foundation of healthy ecosystems and on which humans depend for basic needs (Scheffers et al., 2016). Genes are changing, species' physiology and physical features such as body size are changing, species are moving to try to keep pace with suitable climate space, species are shifting their timing of breeding and migration, and entire ecosystems are under stress (Cahill et al., 2012; Chen et al., 2011; Maclean & Wilson, 2011; Parmesan, 2006; Parmesan & Yohe, 2003; Root et al., 2003; Warren et al., 2011).

It is widely recognized that the continuing fragmentation of habitat by humans threatens biodiversity and diminishes our (humans, plants, and animals) ability to adapt to climate change. In a report for the International Union for Conservation of Nature (IUCN), world-renowned scientists from around the world stated that “[s]cience overwhelmingly shows that interconnected protected areas and other areas for biological diversity conservation are much more effective than disconnected areas in human-dominated systems, especially in the face of climate change” and “[i]t is imperative that the world moves toward a coherent global approach for ecological connectivity conservation, and begins to measure and monitor the effectiveness of

efforts to protect connectivity and thereby achieve functional ecological networks” (Hilty et al., 2020).

The RTP should require road and highway projects to avoid large intact habitat areas and areas that are important for wildlife connectivity. The RTP should also specifically require that maintenance and new road projects comply with AB 2344 and implement adequate wildlife crossing infrastructure (including direction fencing if needed) with protected habitat on both to reduce impacts to wildlife movement and habitat connectivity. The County should consult biologists from CDFW, Caltrans, and other on-the-ground organizations and institutions, including Tribes, for such projects.

In developing and adopting such measures, it is important to consider that different species have different behaviors and needs that affect how they move. For example, smaller species with poor dispersal abilities, like rodents and herpetofauna, would require more frequent intervals of crossings compared to larger wide-ranging species, like mountain lions or coyotes, to increase their chances of finding a crossing. Gunson et al. (Gunson et al., 2016) recommend that crossing structures generally be spaced about 300m (~0.19mi) apart for small animals when transportation infrastructure bisects large expanses of continuous habitat, though they recognize that some amphibians may need more frequent crossings no more than 50m (~0.03mi) apart. And for many amphibian and reptile species, undercrossings should have grated tops so that the light and moisture inside the crossings are similar to that of the ambient environment. (Brehme & Fisher, 2020) and (Langton & Clevenger, 2021) also provide additional guidance regarding amphibian crossings. Therefore, multiple crossings designed for different target species may be required. In-depth analyses that include on-the-ground movement studies of which species are moving in the area and their home range area, habitat use, and patterns of movement are needed to determine how to best implement such crossings. In addition, associated crossing infrastructure (*e.g.*, exclusionary fencing appropriate for target species, berms to buffer crossings from sound and light) should be included to improve chances of wildlife using crossings, and such crossings and associated infrastructure should be designed and built in consultation with local and regional experts, including agency biologists. And to improve the effectiveness of any wildlife crossings, there should be protected habitat on both sides of the crossing; therefore, mitigation should also include acquiring unprotected lands on both sides of the roads where a wildlife crossing would be implemented, again, in consultation with local conservation organizations and stakeholders, and preserving and managing those lands in perpetuity to ensure that the wildlife crossings and associated infrastructure remain functional over time.

**c. The RTP Can and Should Do More to Reduce, Avoid, Or Mitigate Impacts to Greenhouse Gas Emissions and Climate Change.**

A.5

California is at the forefront of the climate crisis. Poor land-use planning and extreme weather events have led to an onslaught of disasters harming communities and threatening the state’s ecosystems and people’s livelihoods. This is evident from this year’s flooding in Inyo County due to Tropical Storm Hilary, which damaged several roadways throughout the county and required closure of Death Valley National Park and Manzanar. Yet the ISPND fails to adequately assess and mitigate the Project’s impacts on greenhouse gas emissions (GHGs) and climate change. Continuing business as usual and increasing capacity on existing roads for more

carbon emissions will have significant impacts on the environment and local communities. It is therefore more critical than ever that the County adequately disclose, analyze, and mitigate the RTP's GHG impacts.

**i. The RTP Should Prioritize Investment in Public Transportation.**

A.6

Providing alternatives to single occupancy vehicle travel is essential to building an efficient, sustainable and equitable transportation system. Unfortunately, we have a long way to go if we are going to go to achieve this vision in the U.S. In 2013, it was reported that of all the U.S. daily commutes to work, 76.4% are of people driving alone.<sup>3</sup> According to the Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2015, our collective daily transportation in the U.S. constitutes about 27% of the total greenhouse gasses released.<sup>4</sup>

To change these trends, government agencies need to invest in alternative modes of transportation to not only make them cheaper to use, but more efficient than driving. While the ISPND does include some goals around alternative modes of transportation including policy 7.5, which states that the County should “consider alternative transportation technologies, such as Zero Emission Vehicles and bike share programs,” the lack of specific targets and mandated programs ensures that no meaningful change will be achieved.

Mandated goals on increasing public transportation usership should be articulated in the ISPND. Some best practices include:

*(1) Provide free public transit services for future residents and workers*

This is virtually certain to result in significant ridership increases no matter where it is implemented. Evidence from previous studies indicate that ridership will usually increase from 20% to 60% in a matter of just a few months.<sup>5</sup> One evaluation found that the net ridership increased by about 15% (about 45% during the off-peak periods) when there was no fee. This included the combined effects of an increase in trip frequency by prior users and an increase in the number of off-peak bus riders. Most new bus trips were diverted from other modes; very few were newly generated.<sup>6</sup>

*(2) Implement Bus Only lanes*

Building dedicated bus lanes are relatively cheap and quick to install, dramatically reduce congestion and increase efficiency. All of these benefits lead to increases in ridership. A summary of research suggests that bus lanes that reduce total transit door-to-door travel times by 5-15% will “by themselves increase urban peak ridership 2-9%.” The City of Denver found that

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<sup>3</sup> McKenzie, Brian. Who Drives to Work? Commuting by Automobile in the United States: 2013. Rep. N.p.: American Community Survey Reports, 2015. Print.

<sup>4</sup> “Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2015.” EPA. Environmental Protection Agency, 09 June 2017. Web. 26 June 2017.

<sup>5</sup> Studenmund, A. H., and David Connor. "The free-fare transit experiments." *Transportation Research Part A: General* 16.4 (1982): 261-269.

<sup>6</sup> Ewing, Reid, and Robert Cervero. "Travel and the built environment: A meta-analysis." *Journal of the American planning association* 76.3 (2010): 265-294.

ridership increased 2.8% in the first six months of their TTLs' operation, even though travel speed improvements were relatively modest (3-6%), likely due to the TTL being an expansion of existing lanes that had already been operational during peak hours when TTLs yield the greatest benefits.<sup>7</sup>

*(3) Optimising bus routes to minimise overlap and ensure coverage across the city in line with demand.*

Regional planning allows resources to be used efficiently and effectively to serve the areas that need it most. Houston re-specified their service after the LRT was put in place to reduce overlapping of these services and to ensure transit coverage in other areas of the city. This resulted in a 7% increase in ridership on local bus and light-rail from 2015 to 2016.<sup>8</sup>

*(4) Providing high-frequency, reliable services.*

The bus network can be divided into main routes and local routes, with different frequencies. Bus routes on main city arteries and roads used for longer distance travel will require a frequent service, at least every 15 minutes. This is the minimum frequency at which the service is usually considered good enough for travellers to turn up without consulting a schedule. On local routes, a less frequent service may be sufficient, depending on demand and provided that the service operates punctually according to the timetable. São Paulo has implemented this dual frequency network timetable for the night shift, increasing night-time ridership by over 70%.<sup>8</sup>

*(5) Building regular bus stops for easy access.*

Ensuring accessibility and convenience is essential to increasing ridership. Providing more bus stops decreases the distance residents have to travel to access such services. In Barcelona, the maximum distance between transit stops in the new bus network is 350m. In Seattle, the bus network upgrade plan will increase the percentage of households within 800m of frequent transit routes from 43% in 2015, to 73% by 2040.<sup>8</sup>

## **ii. The RTP Should Adopt Available Nature-based Solutions.**

A.7

Transportation and land-use planners should also look to nature-based conservation strategies, including protecting and preserving the counties shrubland, grassland, and desert ecosystems to store and sequester carbon locally to increase our chances of fighting the climate crisis in an effective and equitable manner. The County consists of large habitat areas that store and sequester significant amounts of carbon. As detailed in a 2023 Center report "Hidden in Plain Sight: California's Native Habitats Are Valuable Carbon Sinks" ("2023 Center Report," Yap et al., 2023), nonforest arid and semi-arid habitats can store carbon by keeping it from being released and sequester it by removing it from the atmosphere. Yet the ISPND fails to adequately

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<sup>7</sup> Gahbauer, John, and Juan Matute. "Best practices in implementing tactical transit lanes." (2019). <https://escholarship.org/uc/item/1tj0974b>

<sup>8</sup> C40 Knowledge. "How to make public transport an attractive option in your city." Published August 2021. [https://www.c40knowledgehub.org/s/article/How-to-make-public-transport-an-attractive-option-in-your-city?language=en\\_US](https://www.c40knowledgehub.org/s/article/How-to-make-public-transport-an-attractive-option-in-your-city?language=en_US)

assess and mitigate the carbon lost from these ecosystems when they are destroyed or degraded. The ISPND argues that the RTP's "support" of increasing zero-emission vehicle use within the County will reduce GHG emissions and erroneously concludes that the RTP's impacts to GHG emissions would be "less than significant" without providing substantial evidence to support such claims. On the contrary, expanding roadway infrastructure increases vehicle miles traveled, which, in turn increases automobile-based GHG emissions (in addition to emissions from project construction). Because it fails to acknowledge any impacts, the ISPND fails to provide adequate mitigation, which should include protecting intact carbon-storing habitats throughout the County, for the increased carbon emissions due to more combustion engines on bigger roads and destroyed and degraded habitat. Instead, the County skirts responsibility of providing adequate analysis and mitigation of the Project's potential impacts to GHGs and climate change and states that "proposed projects will be reviewed on a project-by-project basis, therefore there is no potential for significant impact" (ISPND at 13).

**d. Adventure trails should be a part of the RTP update 2023-2043**

A.8 In 2019, the Inyo County Board of Supervisors approved a five-year extension to the program based on lack of data on the relative success or failure of the program. The County needs to make a date-certain commitment to collect the data and analyze the benefits and impacts of the program in order to evaluate the program and its future prior to the next sunset/extension of the program in 2025.

While off-road vehicular recreation will continue in Inyo County without the Adventure Trails program, the County must analyze the costs/benefits from having "greensticker" vehicles using County roads and the effects on road safety, road maintenance and the local communities.

**II. Conclusion**

We strongly urge the County to adopt our recommendations and include detailed analysis and mitigation measures that protect native species, promote habitat connectivity and reduce greenhouse gas emissions.

Thank you for the opportunity to submit comments. We look forward to working with the Board to foster land use policy and growth patterns that promote wildlife movement and habitat connectivity and facilitate public health and safety. Please do not hesitate to contact the Center with any questions at the email addresses listed below.

Sincerely,



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## RESPONSE TO COMMENTS

### Response A.1

Thank you for the comments regarding the proposed Negative Declaration (ND) for the 2023 Inyo County Regional Transportation Plan (RTP) Update. Comments on the proposed ND will be included within the final ND and will be made available to the public and to public agencies for future reference. Detailed responses to the comments made by Tiffany Yap and Elizabeth Reid-Wainscoat for the Center for Biological Diversity are provided below.

### Response A.2

The comment states that “The Initial Study and Proposed Negative Declaration (ISPND) Fails to Adequately Disclose, Analyze, and Mitigate the Project’s Impacts.” The ICLTC recognizes the integral role that the California Environmental Quality Act (CEQA) plays in the evaluation of environmental impacts that transportation improvement projects can have within Inyo County. The RTP commits to environmental review, in accordance with CEQA regulations and those set forth in complementary County planning documents, such as general plans. The RTP in isolation is a programmatic document and does not negate the need for environmental review of individual projects that may have significant environmental impact.

The draft Initial Study and proposed Negative Declaration considered the cumulative environmental impacts of the projects identified in the Action Element and determined that the impact of the RTP as a programmatic document is considered to be less than significant due to the following reasons:

- None of the transportation improvement projects located in Inyo County identified in the Action Element will not expand roadway right-of-way or increase roadway capacity, as these projects involve rehabilitation of existing roadways. Therefore, environmental impacts will be limited and are considered less than significant.
- The RTP references a regionally significant project located in Kern County which is managed by Caltrans: Freeman Gulch Segment 2. This project proposes to convert a 6-mile segment of SR 14 from a two lane highway to a four-lane expressway to address safety and congestion issues. The project has undergone extensive environmental review under CEQA and is not currently funded. This project is relevant to the Inyo County RTP as ICLTC has committed to financial and/or programmatic support during this planning through a past Memorandum of Understanding (MOU). Although the MOU has expired, ICLTC remains committed to upholding its commitments. The relationship between Inyo County and MOU projects has been more clearly identified in the RTP.
- The adoption of the RTP does not directly lead to the implementation of any single transportation project identified within the document, therefore the adoption of the RTP will not result in significant direct, indirect, or cumulative impacts to the environment.

### Response A.3

The comment states that the “The ISPND’s cursory “Analysis” of Impacts to Biological Resources Is Wholly Deficient.” The discussion of the impact of the RTP on Biological Resources has been amended to clarify a) the scope of the document, b) the less than significant impact of identified transportation improvement

projects on biological resources, and c) the less than significant impact that the RTP in itself has, as a planning document, as the ND does not negate the need for full environmental review of individual projects.

Furthermore, a discussion has been added to the body of the RTP (Page 132) to ensure that ICLTC continues to consider the impacts of transportation improvement projects on wildlife, species and habitat health and connectivity.

#### **Response A.4**

The comment states that the “The County Must Analyze and Mitigate the RTP’s Impacts on Wildlife Movement and Habitat Connectivity.” Amendment of the RTP (Page 132) stresses the support of the ICLTC for Assembly Bill 2344 during the planning period. The Initial Study discussion of Biological Resources has been amended to clarify the scope and impact of the RTP (see Response A.3).

#### **Response A.5**

The comment states that “The RTP Can and Should Do More to Reduce, Avoid, Or Mitigate Impacts to Greenhouse Gas Emissions and Climate Change.” The RTP goes beyond the requirements of the 2017 RTP Guidelines to identify means to reduce and avoid increases in greenhouse gas emissions and to mitigate the impacts of climate change. Refer to Goal 2, Goal 3, and Goal 7 of the Policy Element, as well as discussion of Zero-Emission Vehicles (Page 50) and Climate Resilience (Page 98). The RTP also identifies public transit capital projects, including the transition of the public transit fleet to Zero-Emission Buses (ZEBs) which will continue throughout the planning period.

Furthermore, amendments have been made to the discussion of Greenhouse Gas Emissions in the Initial Study to clarify the scope and impact of the RTP.

#### **Response A.6**

The comment states that “The RTP Should Prioritize Investment in Public Transportation.” The RTP clearly expresses its programmatic support for public transit throughout Inyo County. Refer to the extended discussion of public transit services in Inyo County and identified public transit needs (Page 59), and Goal 2, Goal 3, and Goal 7 of the Policy Element.

The scope of an RTP, however, is to plan for transportation capital facilities (such as bus fleet replacement and new bus stops) and not service expansion. Thus, it is outside the scope of the RTP to address the specific suggestions provided in the comment letter.

#### **Response A.7**

The comment states that “The RTP Should Adopt Available Nature-based Solutions.” The RTP is compatible with the California State Wildlife Action Plan, which was reviewed during the RTP planning process. However, as the RTP is a transportation specific strategic document, it is out of the scope of the RTP to assess specific conservation strategies at the ecosystem level to store and sequester carbon.

See Response A.5 for further discussion of Greenhouse Gas Emission reduction.

#### **Response A.8**

The comment states that “Adventure trails should be a part of the RTP update 2023-2043.” The body of the RTP has been amended (Page 38) to include a discussion of the Adventure Trails pilot program and the commitment of the ICTLC to continue to monitor and evaluate the program.

## Agenda Item # 3

Adopt as Final the 2024 Regional  
Transportation Improvement Program



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION



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Michael Errante  
Executive Director

## S T A F F   R E P O R T

**MEETING:** November 29, 2023

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

**SUBJECT:** Action Item No 3 2024 Regional Transportation Improvement Program

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### Action Item

Request that your Commission approve by the submittal of the 2024 Regional Transportation Improvement Program (RTIP) to the California Transportation Commission and authorize the Executive Director to sign documents related to the submittal of the RTIP and to make any clerical or minor technical changes to the RTIP, as needed.

### Discussion

The RTIP, at its core, specifies project cost amounts by project components and the fiscal year in which funds are available for a project. The RTIP is due to be submitted to the California Transportation Commission (CTC) by December 15, 2023. The CTC is scheduled to approve each county's RTIP on March 21-22, 2024, at which point the Inyo RTIP becomes part of the Statewide Transportation Improvement Program (STIP). The STIP is updated every two years and covers a five-year funding period. The 2024 STIP will cover the five years between FY 2023-2024 through FY 2027-2028. Here is the timeline for the development of the 2024 STIP.

<b>Timeline for 2024 STIP</b>	
CTC adopts Fund Estimate	August 16-17, 2023
Caltrans District 9 identifies state highway needs	September 15, 2023
Caltrans submits Draft ITIP	October 15, 2023
Inyo County LTC adopts Final RTIP & Public Hearing	November 29, 2023
Inyo County LTC submits adopted RTIP	December 15, 2023
Caltrans submits final Interregional Program (ITIP)	December 15, 2023
CTC South State hearing	February 1, 2024
CTC publishes staff recommendations	March 1, 2024
CTC adopts STIP	March 21-22, 2024

**Recommended Action**

During the October 18, 2023, ICLTC meeting, your Commission approved programming \$2.5 million as state match for the FLAP grant to reconstruct Stateline Road in southeast Inyo County. As proposed, the RTIP would have exceeded the Target STIP share amount available for Inyo County by approximately \$800K. We are revising the requested STIP for the match downwards to \$1.721 M to not exceed the STIP Target. The remaining portion of the match will be paid out of Road Department RMRA funds or proposed again for full funding in the 2026 RTIP cycle. Planning, Programming and Monitoring funds (PPM) are spread throughout the five years, totaling \$1.021M.

No changes have been proposed to the Covid relief funding. In the 2022 RTIP/STIP cycle, Inyo opted to use the Covid funds to fully fund the East Line Street Bridge project. The remaining Covid relief funds were programmed to supplement the Lone Pine ADA sidewalk ATP project. Staff continues to recommend those Covid relief funded projects in the 2024 RTIP. These funds must be obligated by September 2024.

On November 16, 2023, Kern Cog adopted their 2023 RTIP, which includes the Lone Pine Streets Rehabilitation Project's Construction phase in 2025-2026. The project cost is \$3.4 M. Kern Cog is requesting slightly above their Target STIP share amount. Staff will update your Commission in January to discuss the next steps, if needed.

See 2024 Inyo County RTIP table, below.

(\$1,000)

# Inyo

Agency	Rte	PPNO	Project	Ext	Del	Voted	Total	Project Totals by Fiscal Year						Project Totals by Component						
								Prior	23-24	24-25	25-26	26-27	27-28	28-29	R/W	Const	E & P	PS&E	R/W Sup	Con Sup
<b>PROPOSED 2024 PROGRAMMING</b>																				
Inyo LTC		1010	Planning, programming, and monitoring				1,021	0	157	64	200	200	200	200	0	1,021	0	0	0	0
Inyo LTC			State Line Road FLAP 11.47% match				1,721									1,721				
							0													
							0													
			<b>Subtotal, Highway Proposals</b>				2,742													
			<b>Total Proposed 2024 STIP Programming \$2,742,000</b>				2,742													
<b>COVID Projects</b>																				
Bishop		2658	East Line Street Bridge, replacement				1,531	0	128	1,403	0	0	0	0	0	1,403	0	128	0	0
Inyo LTC		5948	Lone Pine sidewalk ADA project -ATP				226	226	0	0	0	0	0	0	0	0	0	0	0	0
			<b>Subtotal, Highway Proposals</b>				1,757													
			<b>Total STIP COVID Programming</b>				1,757													
<b>Balance of STIP COVID County Share, Inyo</b>																				
			Total County Share, June 30, 2023				1,757													
			Total Now Programmed				0													
			Unprogrammed Share Balance				1,757													
			Share Balance Advanced or Overdrawn																	
			<b>Proposed New Programming</b>				1,757													
			Target				0													
			Under (Over) Target				0													

Agenda Item # 4  
Amendment No. 1 to the Overall Work  
Program



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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



Michael Errante  
Executive Director

## STAFF REPORT

**MEETING:** November 29, 2023

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

**SUBJECT:** Action Item No. 4 Amendment No. 1 to the Overall Work Program

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### Recommended Action

Request that your Commission approve Resolution No. 2023-09 to amend the [2023-2024 Overall Work Program](#) (OWP) for the 2023/2023 Fiscal Year; and authorize the Executive Director to complete paperwork necessary to conduct this amendment.

### Discussion

The Inyo County Local Transportation Commission did not fully expend its Rural Planning Assistance (RPA) funds from FY 2022-23. The LTC is allowed to carry over unexpended RPA revenue (no more than 25%) into the next fiscal year, which requires an amendment to the OWP work elements. This OWP amendment proposes to increase the Work Element 400.1, Project Development & Monitoring, to address the need for staff & consultant time to develop grant proposals, to develop PSR's for future projects, and increase capacity and momentum for future planning needs. This Amendment will formalize the RPA carryover of \$25,509.29 into the current fiscal year.

It also incorporates the tasks and funding amount of the successful Sustainable Transportation Planning Grant into Work Element 400.3. The ICLTC won a Sustainable Transportation Planning Grant (STPG) to develop an Electric Vehicle Charging Infrastructure and Network Plan. The purpose of the Plan is to expand and strengthen the public EV charging infrastructure network in Inyo County. The Plan will also create a roadmap for future installation of EV charging infrastructure on County properties, conversion of the County fleet to EV, and include a high-level overview of the potential for hydrogen fueling infrastructure. The amount of the grant is \$201,500 with a match of \$26,111. The match can be provided as staff time.

Affected pages of the OWP are 11-13 (Work Element 400.1 Carryover), pages 15-18 (Work Element 400.3 STPG ICEVCINP), and pages 33-34 (Funding Source and Expenditure Summary). The changes are highlighted.

See the revised Expenditure and Funding Source table below.

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION**

**2023/2024 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY**

WORK ELEMENT		FUNDING SOURCE					TOTAL
Number	Description	Sustainable Transportation Planning Grant	RPA	RPA-CO	LTF	PPM	
100.1	Compliance and Oversight		\$90,000				\$90,000
110.1	Overall Work Program		\$15,000				\$15,000
200.1	Regional Transportation Improvement Program		\$10,000				\$10,000
300.1	Administer Transit				\$84,004		\$84,004
310.1	Coordinate Transit Services				\$10,000		\$10,000
400.1	Project Development & Monitoring		\$11,000	\$25,509.29			\$36,509.29
400.2	Development of Grant Proposals		\$12,000				\$12,000
400.3	Inyo County Electric Vehicle Charging Infrastructure and Network Plan	\$201,500	\$26,111 11.47% match				\$227,611
400.4	Monitor changes in Transportation Funding		\$2,000				\$2,000
500.1	Regional Transportation Plan Coordination & Regional Planning		\$25,000				\$25,000
510.1	Regional Transportation Plan		\$45,000				\$45,000
600.1	PMP/GIS		\$20,000				\$20,000

700.1	Planning, Programming, & Monitoring					\$157,000	\$157,000
	TOTALS	\$201,500	\$256,111	\$25,509.29 *	\$94,004	\$157,000 <sup>1</sup>	\$734,124.29

1 Due to routine fiscal year end cross-over the ICLTC received a carry-over of FY22-23 RPA funds of \$25,509.29 in addition to the \$230,000. This will involve the expenditure of PPM funds programmed in FY21-22, FY22-23, FY23-24.

Attachments:

- Resolution No. 2023-09
- Reconciliation Letter from Caltrans stating amount of carryover.

## California Department of Transportation



### DEPARTMENT OF TRANSPORTATION

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

October 9, 2023

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

Dear Mr. Michael Errante:

The purpose of this reconciliation letter for fiscal year (FY) 2022-23 is to confirm the unexpended totals in California Rural Planning Assistance (RPA), federally funded, and state funded grants as of **June 30, 2023**.

Rural Planning Assistance (RPA):	\$25,509.29
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<b>Total Planning Funds Available:</b>	<b><u>\$25,509.29</u></b>
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Pursuant to the MFTA (section 3.C) and the Regional Planning Handbook (section 4.08); an RTPA cannot carryover more than 25% of its annual RPA allocation. If your agency's certification of expenditures exceeds the 25% allowable carryover, the above amount has been adjusted to reflect this.

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

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

If you have any questions or need additional information, please contact Annelise Quintanar, District Regional Planning Liaison at [Annelise.Quintanar@dot.ca.gov](mailto:Annelise.Quintanar@dot.ca.gov) or Victoria Schleicher, Caltrans Headquarters Fund Specialist at [Victoria.Schleicher@dot.ca.gov](mailto:Victoria.Schleicher@dot.ca.gov).

Mr. Michael Errante  
October 9, 2023  
Page 2

Sincerely,

*Erin Thompson*

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

*Kristen Helton*

Kristen Helton  
Planning Deputy District Director  
District 9

I concur with the above balances:



Michael Errante  
Executive Director  
Inyo County Local Transportation Commission

*11/2/23*

Date

**RESOLUTION No. 2023-09**

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

**A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE ICLTC OVERALL WORK  
PROGRAM  
(Hereinafter referred to as the  
OWP) FOR THE 2023/2024  
FISCAL YEAR**

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

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

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

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

**WHEREAS**, this FY2023-2024 OWP Amendment will carryover \$25,509.29 of Rural Planning Assistance funds from FY 2022-2023 into work element 400.1, and incorporate the Sustainable Transportation Planning Grant for the Inyo County EV Network and Charging Plan into work element 400.3 (Grant amount \$201,500, staff time match of \$26,111).

**NOW, THEREFORE, BE IT RESOLVED**, that the Inyo County Local Transportation Commission approves Amendment No. 1 to the Inyo County Local Transportation Commission Overall Work Program for the 2023-2024 Fiscal Year; and

**Resolution No 2023-09**

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

Passed and adopted this 29th day of November 2023, by the following vote:

Ayes

Noes

Abstentions

Absent

\_\_\_\_\_  
Executive Director of the Inyo County Local Transportation Commission

Attest:

\_\_\_\_\_  
Staff, Inyo County Local Transportation Commission