

# Mono County Local Transportation Commission

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## AGENDA

August 10, 2020 – 9:00 A.M.

As authorized by Gov. Newsom’s Executive Orders, N-25-20 and N-29-20, the meeting will be accessible remotely by live cast with Commissioners attending from separate remote locations. There is no physical meeting location. This altered format is in observance of recent recommendations by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

You are strongly encouraged to observe the live stream of the LTC at

[http://monocounty.granicus.com/MediaPlayer.php?publish\\_id=cbb58223-cd5f-4871-9079-16f960b2a002](http://monocounty.granicus.com/MediaPlayer.php?publish_id=cbb58223-cd5f-4871-9079-16f960b2a002)

The meeting may be joined by video at <https://monocounty.zoom.us/j/99239195405> and by telephone at: 669-900-6833 (Meeting ID# is 992 3919 5405) where members of the public shall have the right to observe and offer public comment.

An alternate method to access the video meeting is <https://zoom.us/join> and enter Meeting ID: 992 3919 5405.

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**  
Meeting procedures and format (*Gerry LeFrancois*)
2. **PUBLIC COMMENT**
3. **MINUTES**  
A. Approval of minutes from July 13, 2020 **p.1**
4. **LOCAL TRANSPORTATION**  
A. Update on traffic counts (Caltrans) and Mammoth Lakes Trail System trail user counts (TOML), tracking the similarities and differences from May 1, 2019 to August 1, 2020 **p.4**  
B. Request from Commissioner Wentworth regarding the Commission’s role on development projects in Mono County and Town of Mammoth Lakes **p.11**
5. **CALTRANS:** Activities in Mono County & pertinent statewide information
6. **TRANSIT**  
A. Yosemite Area Regional Transportation System (YARTS) updates (*Christine Chavez*)  
B. Approval of Resolution R20-07 approving Eastern Sierra Transit Authority (ESTA) Program of Projects under the 5311 Program CARES Act **p.24**  
C. Eastern Sierra Transit Authority (ESTA) updates (*Phil Moores*)

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### COMMISSIONERS

Jennifer Kreitz Sandy Hogan John Peters Lynda Salcido Fred Stump John Wentworth

7. **ADMINISTRATION**
  - A. Approve Minute Order 20-04 amending the 2020-21 Overall Work Program (OWP) incorporating two grant awards, and other minor amendments **p.32**
  - B. Approve Resolution 20-06 authorizing Co-Executive Directors to sign necessary documents for grants, RPA, RSTP funding, and related transportation documents required by State and Federal Transportation Agencies **p.71**
  
8. **CORRESPONDENCE: CSA 1 letter regarding chip seals on area roadways p.73**
  
9. **COMMISSIONER REPORTS**
  
10. **INFORMATION**
  
11. **UPCOMING AGENDA ITEMS**
  
12. **ADJOURN** to September 14, 2020

**\*NOTE:** Although the LTC generally strives to follow the agenda sequence, it reserves the right to take any agenda item – other than a noticed public hearing – in any order, and at any time after its meeting starts. The Local Transportation Commission encourages public attendance and participation.

*In compliance with the Americans with Disabilities Act, anyone who needs special assistance to attend this meeting can contact the commission secretary at 760-924-1804 within 48 hours prior to the meeting in order to ensure accessibility (see 42 USCS 12132, 28CFR 35.130).*

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## DRAFT MINUTES

JULY 13, 2020

**COUNTY COMMISSIONERS:** John Peters, Fred Stump, Jennifer Kreitz

**TOWN COMMISSIONERS:** Sandy Hogan, John Wentworth, Dan Holler (as alternate for absent Lynda Salcido)

**COUNTY STAFF:** Gerry LeFrancois, Megan Mahaffey, Kelly Karl, Bentley Regehr, Melissa Bell, Garrett Higerd, Sean Robison, Chad Senior

**TOWN STAFF:** Grady Dutton, Hayes Haislip

**CALTRANS:** Dennee Alcala, Austin West, Mark Heckman

**ESTA:** Phil Moores

**YARTS:** Christine Chavez

**NPS:** Michael Pieper, Lisa Acree

**Public:** Lisa, Rhonda Duggan, David Rosky

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Vice-chair Kreitz called the meeting to order at 9:01am. Commissioner Wentworth led the pledge of allegiance.
2. **PUBLIC COMMENT:** No public comments.
3. **MINUTES:**
  - A. Approval of minutes from May 11, 2020
 

***Motion:*** Approve amended minutes with provided corrections  
*Peters/Hogan. Ayes: Hogan, Peters, Stump, Wentworth, Kreitz. Abstain: Holler.*
  - B. Deferral of minutes from June 8, 2020.
4. **LOCAL TRANSPORTATION**
  - A. A letter from LTC Co-Executive Director requesting use of Highway Infrastructure Program (HIP) funding for Airport Road Rehabilitation Project.
    - Gerry LeFrancois and Chad Senior (Public Works) presented project and Commission concurs with using HIP funds on Airport Road.
  - B. Authorize spending Regional Surface Transportation Program Federal Exchange Program (RSTP) for FY 18-19 in the amount of \$94,884 for Lake Mary Sidewalk project.
    - Gerry LeFrancois and Megan Mahaffey presented. Staff brings to the Commission projects based on need for use of RSTP funds. Staff is asking Commission approval of using these funds for Lake Mary Sidewalk project. Commission agreement on using funds for Lake Mary.
    - Staff discussion followed regarding a new requirement that RSTP exchange agreements must authorize via resolution a person authorized to sign. Based on this new requirement and the need to take action, an emergency item was added to the agenda as follows:
 

***Motion:*** Commission determines that there is a need to take immediate action with respect to the proposed agenda item a determination by a four-fifths (4/5) vote of the Board, or if less than

### COMMISSIONERS

Jennifer Kreitz Sandy Hogan John Peters Lynda Salcido Fred Stump John Wentworth

four-fifths (4/5) of the members are present, a unanimous vote of those members present, that 1) there is a need to take immediate action, and 2) the issue arose subsequent to the agenda being posted and there is a need to take action prior to the next regularly-scheduled meeting pursuant to Government Code section 54954.2(b).

*Stump/Hogan. Ayes: Hogan, Peters, Stump, Wentworth, Holler, Kreitz.*

**Motion:** A motion to approve a Minute Order that would authorize the Co-Executive Director to sign necessary documents for FY 19-20 RSTP match exchange. That the need to take action came to the board's attention subsequent to the agenda being posted, therefore the Commission adds this item to the agenda.

*Stump/Hogan. Ayes: Hogan, Peters, Stump, Wentworth, Holler, Kreitz.*

5. **CALTRANS** (Activities in Mono County & pertinent statewide information):

- Introduction of Dennee Alcalá, new District 9 Deputy District Director of Planning & Environmental.
- Austin West: Updates on current projects.
- Commissioner Wentworth: Requested vehicle traffic data updates to compare 2019 and 2020 data be presented at the August meeting.

6. **TRANSIT:**

A. Yosemite Area Regional Transportation System (YARTS) updates:

- Christine Chavez discussed ridership numbers, funding, budget, and effects of Covid-19.

**Break: 10:07am-10:14am**

B. Eastern Sierra Transit Authority (ESTA) updates:

- Phil Moores discussed service updates, ridership numbers, grants, and effects of Covid-19.
- Commissioner Wentworth: Requested ridership data & trend reports to be presented in August meeting.

7. **ADMINISTRATION:**

A. Yosemite National Park Tioga Pass Road & Tuolumne Meadows improvement project update:

- Michael Pieper discussed and provided information on Tioga Road project, road delays, public communications, funding, and electric vehicle charging stations at the old Tuolumne Meadows gas station location.
- Lisa Acree discussed and provided information on Tuolumne Meadows Campground improvement project, project phasing, funding, and future rehabilitation projects.
- Yosemite National Park Tioga Pass Road & Tuolumne Meadows improvement project update:

B. Tioga Inn project – Update and comments, as requested by Commissioner Wentworth and the LTC's role.

- Gerry LeFrancois provided an explanation, and impacts of the Tioga Inn project, but given the project is still pending possible approval discussion is discouraged.
- County LTC members made clear their aversion to discuss anything Tioga Inn related.
- Discussion followed of LTC's role in any recommendation to the Board of Supervisors. It was agreed to seek input from County Counsel for appropriate way to engage, due to the sensitivity of Commissioners who currently sit on the Board of Supervisors.

**COMMISSIONER REPORTS:**

- Commissioner Peters: Legislative updates
- Commissioner Hogan: Caltrans recognition, observations of current Caltrans projects
- Commissioner Wentworth: Parcel funding updates, Town of Mammoth Lakes updates, USFS climate change-vulnerability assessment

**8. INFORMATION****A. June Lake Loop Active Transportation grant award**

- Kelly Karl announced award of grant and explanation of grant and project. Commissioner Wentworth wants outreach to federal partners to be included in the outreach process.

**B. Sustainable Transportation Planning grand award**

- Phil Moores provided information during earlier agenda item (ESTA updates) and no further information or comments were added.

**9. UPCOMING AGENDA ITEMS:**

- Commissioner Stump: Chip seal correspondence
- Commissioner Kreitz: Chip seal correspondence, traffic data, trail usage data, ESTA & YARTS ridership data
- Commissioner Wentworth: County Council follow-up on Tioga Inn engagement
- Gerry LeFrancois: Possible future Minute Order for RSTP funds for FY 20-21

**10. ADJOURN** at 11:25 am to August 10, 2020

*Prepared by Melissa Bell, LTC clerk*

# Mono County Local Transportation Commission

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## Staff Report

August 10, 2020

**TO:** Mono County Local Transportation Commission

**FROM:** Gerry LeFrancois, Co-Executive Director  
Haislip Hayes, Town of Mammoth Lakes Engineer  
Caltrans representative

**SUBJECT:** Agency summary of Traffic and Trail Counts

**RECOMMENDATION:** Receive staff information and provide any desired direction.

**FISCAL IMPLICATIONS:** N/A

**ENVIRONMENTAL COMPLIANCE:** N/A

**DISCUSSION:** This item will be presented by TOML and Caltrans.

**ATTACHMENTS:** TOML Trail System Traffic Study, Mid-Season Report Summer 2020

# Mammoth Lakes Trail System Traffic Study

## Mid-Season Report Summer 2020

July 2020

Prepared by

Andrew Mulford

MLTPA, Mammoth Lakes

andrewmulford@mltpa.org

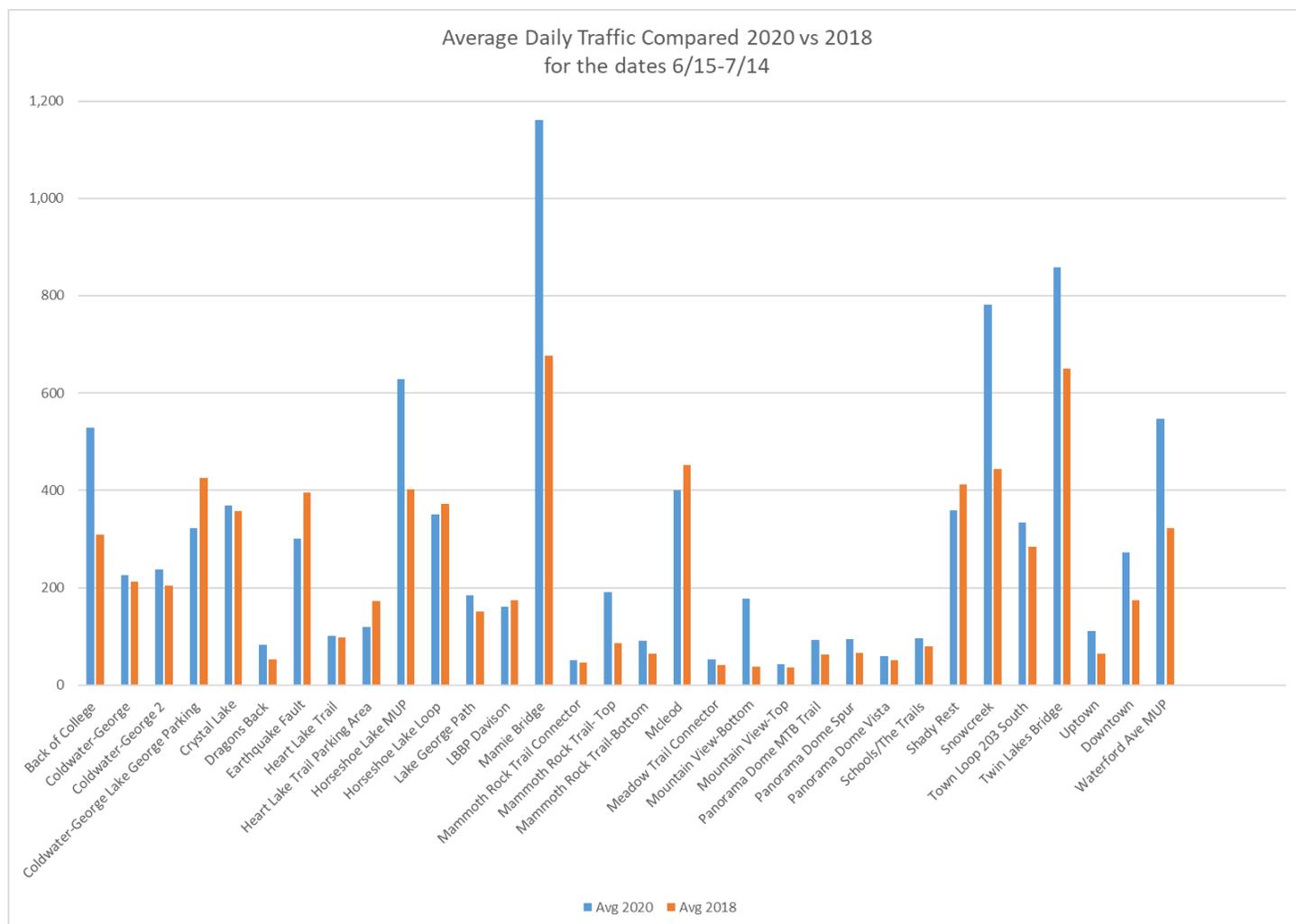


Figure 1

The summer of 2020 is off to a busy start. Above is a chart displaying average daily traffic at trail counter sites. In blue is the average daily traffic for this 2020 season, from 6/15-7/14. The average daily traffic for the same dates in 2018 are displayed in orange. You will notice elevated levels of traffic at most locations for this 2020 season. The 2019 season saw persistent snow in the lakes basin during these dates and therefore we do not have continuous data to compare against. Instead I have chosen to compare against the 2018 season, because we have continuous data for these dates during that season. Please note that the 2018 summer season was plagued with smoke from nearby wildfires and this may have had some effect on visitation and trail use during that season.

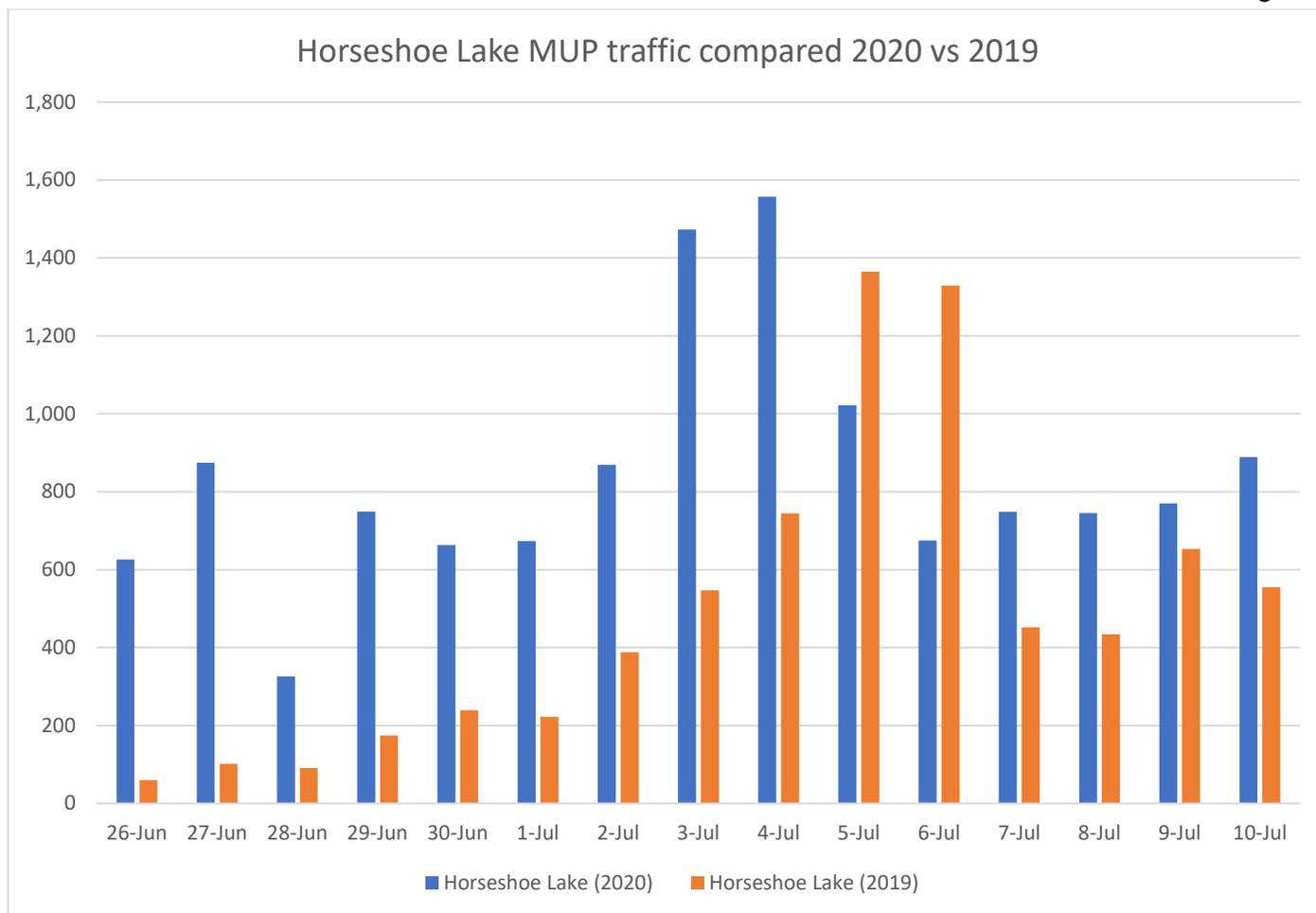


Figure 2

In Figure 2 you can see daily traffic at the Horseshoe Lake Multi-Use Path compared from this year to 2019 for the 4<sup>th</sup> of July week. This year the 4<sup>th</sup> of July fell on a Saturday with most visitation occurring between Thursday and Sunday of that week. In 2019, the 4<sup>th</sup> fell on a Thursday and visitation was heaviest on that following Friday and Saturday (the 5<sup>th</sup> and 6<sup>th</sup>). The above chart shows significantly increased trail traffic during this period from 2019 to 2020. The average daily traffic at this location between the dates of 06/26/2020 and 07/10/2020 is 844. The average daily traffic for the same dates in 2019 is 490. This represents a 72% increase in average daily traffic during this period from 2019 to 2020. Please note many trails in the lakes basin were still under snow, or just melting out during this period in 2019.

Below in Figure 3 you will see traffic compared between the dates of 06/10 and 07/10 for the counter location near snowcreek athletic club on the Multi-Use Path. Counts for the 2020 season during these dates are represented in blue, while 2019 counts are in orange. This location is low elevation and unaffected by persistent snow in the 2019 season. Also this central Multi-Use Path sees a variety of use from residents and visitors alike. The spike in traffic on June 23<sup>rd</sup> 2019 can likely be attributed to the mammoth half marathon that was run on this day, and was transitioned to a virtual event due to covid in 2020. Counts at this location are pretty even compared from 2020 to 2019. The Average daily traffic at this location between the dates of 06/10 and 07/10 during 2019 was 720, and 747 for 2020 during the same dates. This represents a 3.75 percent increase in daily traffic during these dates from 2019 to 2020.

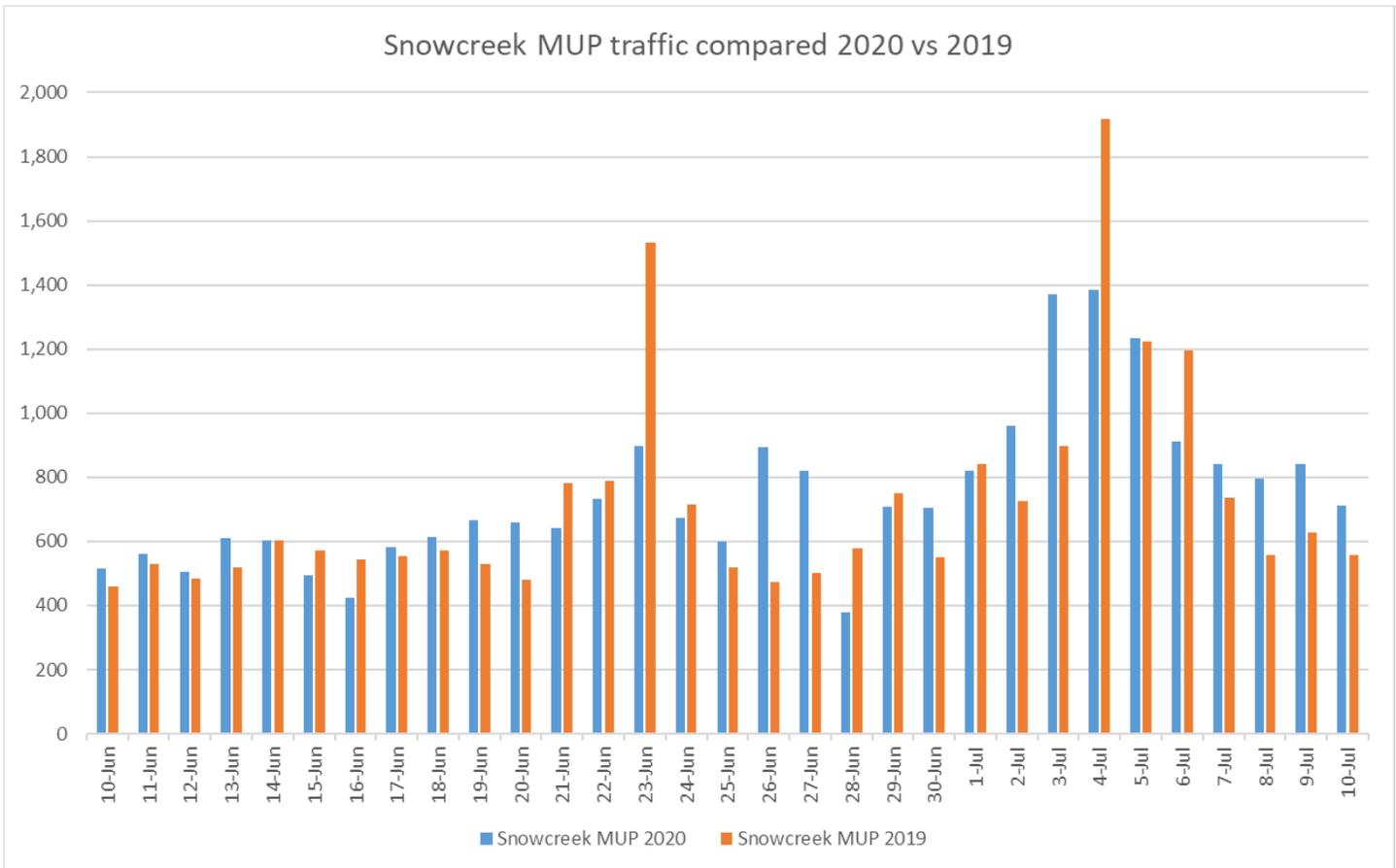


Figure 3

Below in Figure 4 are counts at Mammoth Creek Park compared from 2019 to 2020 between the dates of 06/01 and 07/15. This counter location is on the Multi-Use Path near the playground and catches people using the park as well as the path. It may be worth noting that the playground at Mammoth Creek Park has been officially closed during this time period for 2020 due to covid. As you can see in the chart below 2020 traffic (in blue) is significantly greater than 2019 traffic (orange) at this location. Average daily traffic for the dates of 06/01 to 07/15 at this location is 709 for 2019 and 1466 for 2020. This represents a 107 percent increase in traffic at this location from 2019 to 2020 for these dates. This doubling in use is quite notable and represents an out of the ordinary amount of change in traffic.

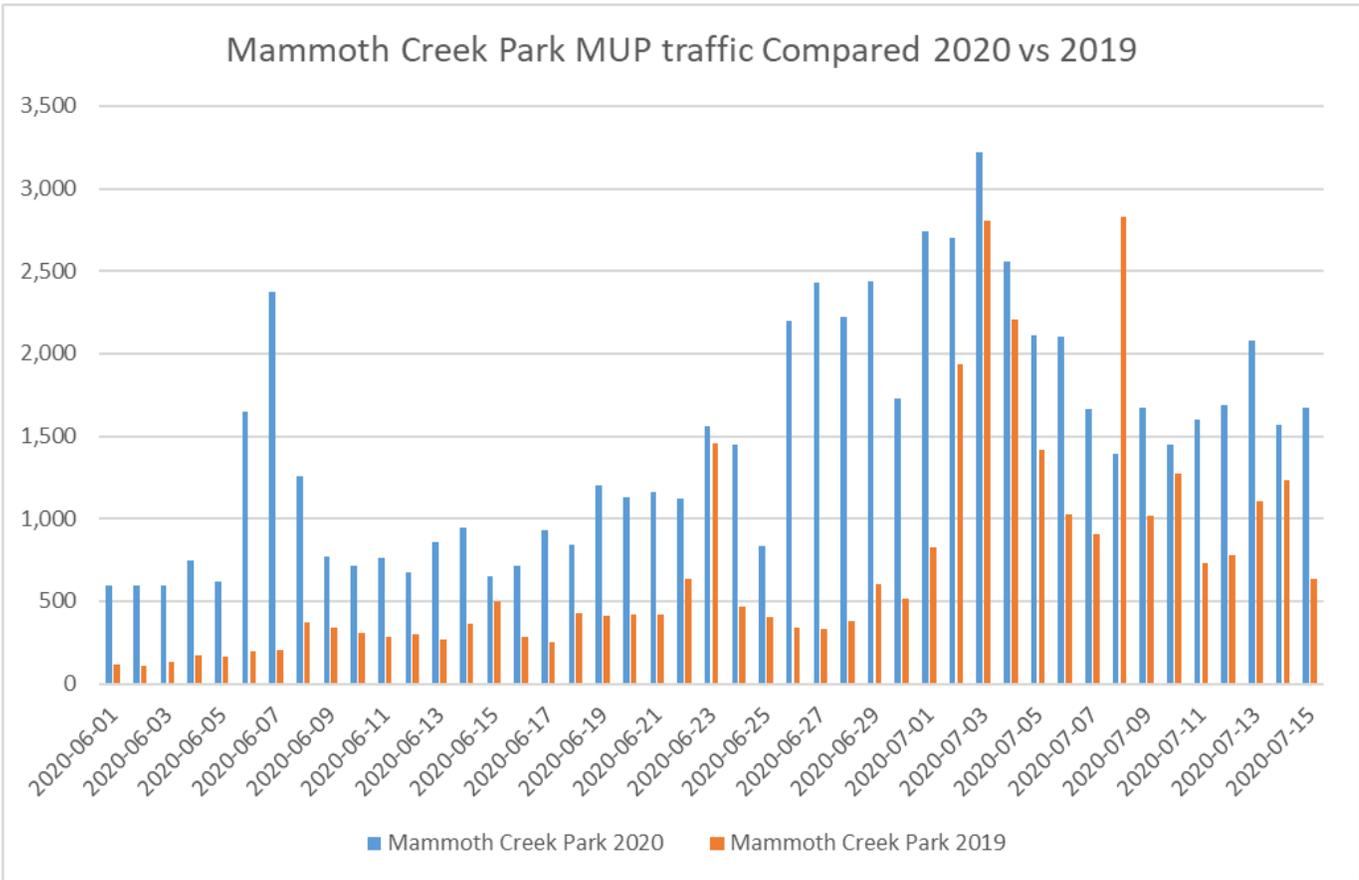


Figure 4

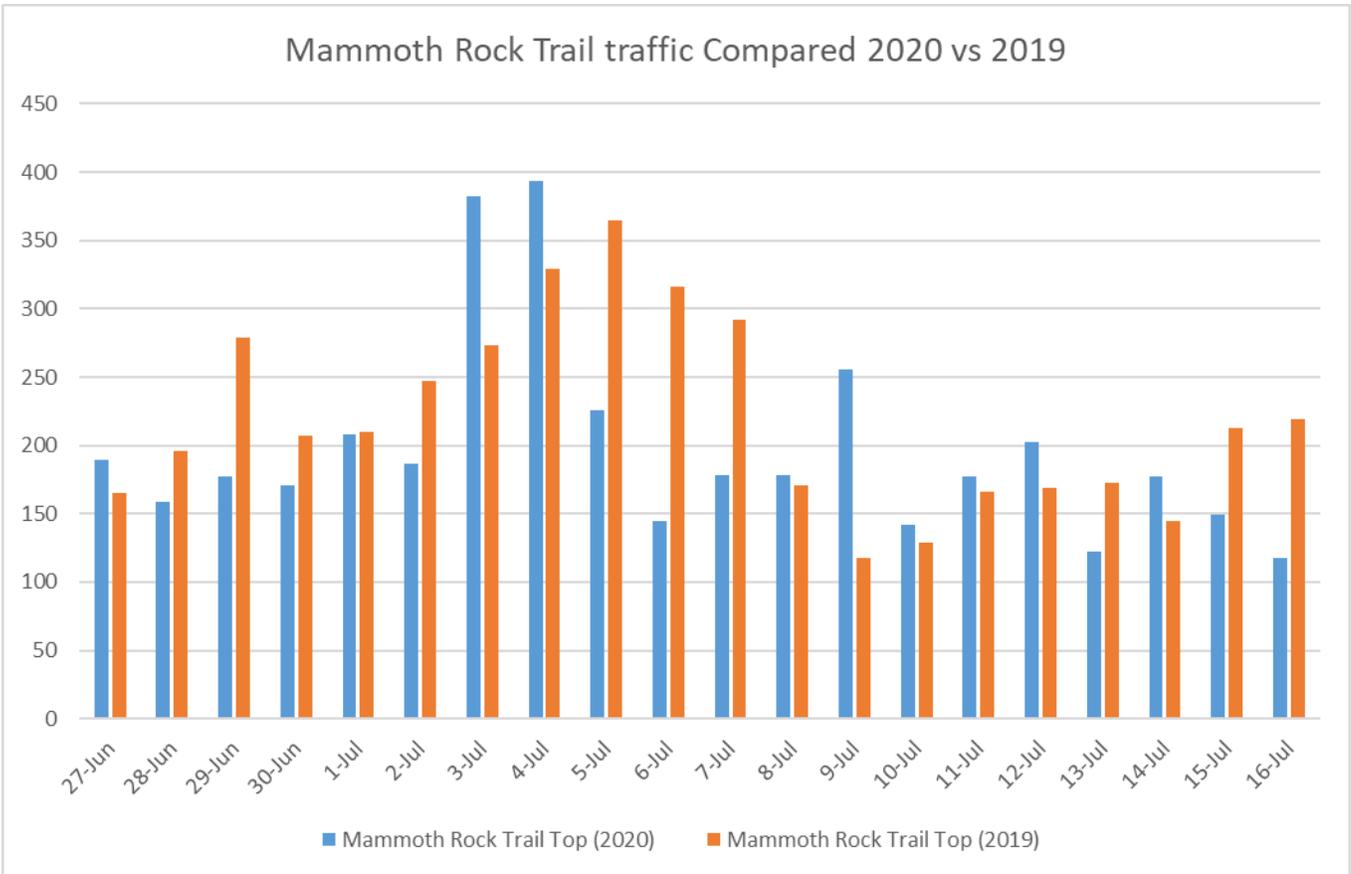


Figure 5

Above in Figure 5 is a chart displaying counts on the Mammoth Rock Trail between the dates of 06/27 and 07/16. Counts for 2020 are displayed in blue while 2019 counts are in orange. The average daily traffic during this period for 2019 was 219, while the average daily traffic for 2020 for the same period was 197. This represents a 10 percent decrease in traffic from 2019 to 2020 for this location. This is only a relatively small sample period and we will be sure to include a more thorough comparison in the end of season report for this location.

This collection of sample data at several different trail and path locations across the Mammoth Lakes Trail System illustrates the dynamic nature of trail use in our area. Many factors are likely effecting the counts, from smoke and wind to Covid-19. Trail use is fluctuating in different levels at different locations across the trail system. Overall counts seem to be consistently high across our soft surface trails and paved pathways, even during a statewide stay at home order. Below, in Figure 6, is a map showing all counter locations with callouts for the locations of the other figures referenced in this report.

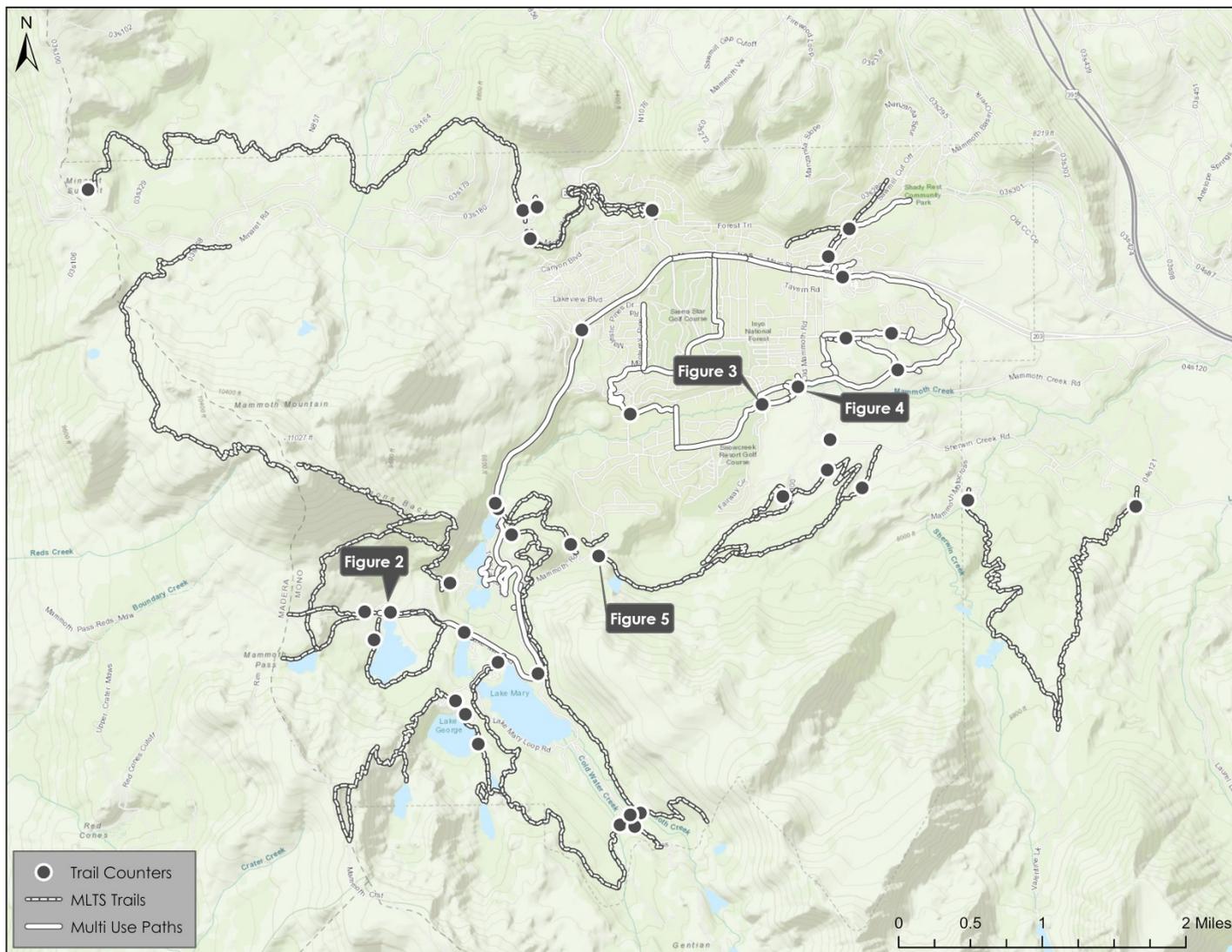


Figure 6

Figure 7 is a map showing the distribution of traffic across the trail system. The counts represented in this map are for the dates of 06/15/2020 to 07/14/2020. Each circle represents a trail counter location, and the size varies proportionally to the amount of traffic recorded at that location for the above dates. This map allows the viewer to quickly identify areas of high use.

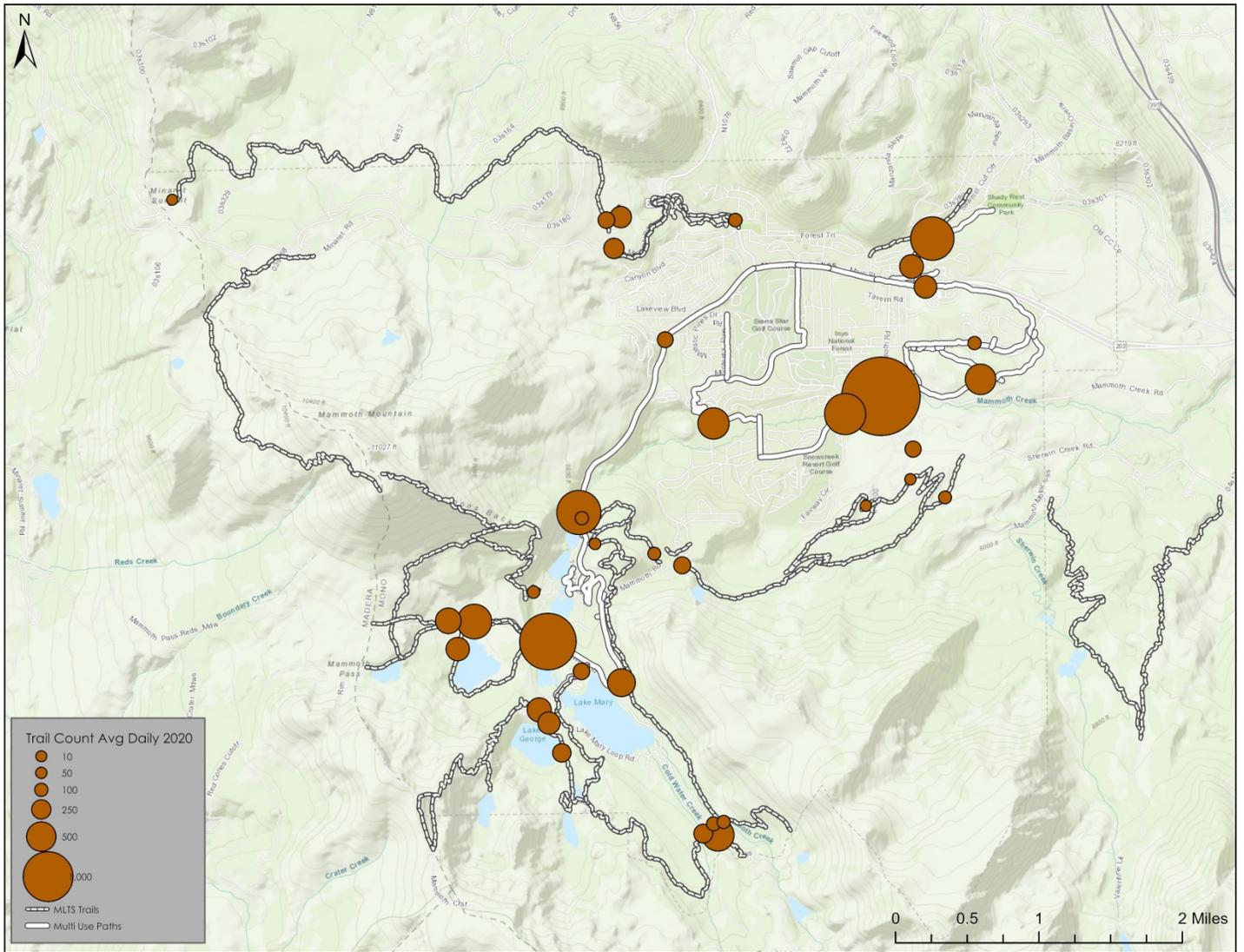


Figure 7

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### Staff Report

August 10, 2020

**TO:** Mono County Local Transportation Commission

**FROM:** Gerry LeFrancois, Co-Executive Director

**SUBJECT:** LTC role on Development Projects

**RECOMMENDATION:** Receive staff report and provide any desired direction to staff.

**FISCAL IMPLICATIONS:** N/A

**ENVIRONMENTAL COMPLIANCE:** N/A

**DISCUSSION:**

Commissioner Wentworth requested a Counsel opinion regarding the Commissions role in development projects. In addition, Andy Morris, Town Attorney, submitted a letter to County Counsel Simon regarding this and related Commission matters.

In the email response from Stacey Simon and Wendy Sugimura to Andy Morris regarding LTC responsibilities, additional duties require Regional Transportation Planning Agencies (RTPA) prepare and adopt a Regional Transportation Plan (RTP) every four years, and Regional Transportation Improvement Program (RTIP) every two years. The focus is transportation and not as a land use body. The LTC has been operated this way since the mid-1990s.

Staff will discuss this issue with the Commission on Monday.

**ATTACHMENTS**

Letter from Town Attorney Andy Morris  
Email from Stacey Simon to Andy Morris  
1995 MOU regarding LTC staffing and responsibilities



## Town of Mammoth Lakes

### Office of the Town Attorney

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August 6, 2020

Stacey Simon  
 County Counsel  
 County of Mono  
 1290 Tavern Road  
 Mammoth Lakes, CA 93546

Re: Role of Mono County Local Transportation Commission

Dear Stacey,

I am writing on behalf of the Town Council to seek clarification of a few issues pertaining to the Mono County Local Transportation Commission (LTC). Specifically, we would like to understand the relationship between the roles of Jennifer Kreitz, John Peters, and Fred Stump as members of the Mono County Board of Supervisors and their roles as LTC members. We would also like to understand the role of the LTC in ensuring compliance of development projects with the LTC's adopted Regional Transportation Plan (RTP).

These questions have arisen in the context of the proposed Tioga Inn project in Lee Vining that is currently under consideration by the County. At least one of the Town's appointees to the LTC is interested in the LTC providing comments on the Tioga Inn project. However, the Town's understanding is that Supervisor/Commissioners Kreitz, Peters, and Stump have expressed a preference for the LTC not to discuss the Tioga Inn project, given that the project may come before the Board of Supervisors. Presumably, this position is informed by a desire to avoid any potential due process issues that could arise if those members of the Board of Supervisors expressed opinions about the Tioga Inn project in their roles as LTC members, prior to the Board considering the project.

The RTP does contain certain elements that appear to be applicable to the Tioga Inn project. Among these are Policy 22.C.2 and Actions 22.C.2.a and 22.C.2.d, pertaining to parking lot design and space allocation; Policy 22.D.4, pertaining to improvement designs for the US 395 corridor in Lee Vining; Objective 22.F, Policy 22.F.1, and Actions 22.F.1.a and 22.F.1.b, pertaining to transportation improvements required in connection with development projects and development policies reducing dependence on the automobile. At least one of the Town appointees to the LTC would like the LTC to provide comments to the County regarding how these aspects of the RTP are reflected in the Tioga Inn project.

The Town has been informed that the RTP has been or will be incorporated into the County's General Plan. Is that accurate? Whether or not the RTP becomes part of the General Plan, what do you see as the LTC's role in ensuring that the objectives, policies, and actions of the RTP are carried out, specifically with respect to the Tioga Inn project? If the LTC has such a role, how is that role reconciled with the inability or unwillingness of the three LTC members

who are also County Supervisors to discuss the project at the LTC? Conversely, if the LTC has no such role, is it the responsibility of the County Planning Commission and Board of Supervisors to ensure that the Tioga Inn project is consistent with the RTP?

We understand that although a quorum of the Board of Supervisors serves on the LTC, the LTC meetings are not agendized as Board meetings because the Commissioner/Supervisors keep those dual roles strictly separate. However, the Town would like to better understand how County-related considerations can properly affect the Supervisor/Commissioners' decisions regarding the LTC agenda. The Town invites the County to consider whether this issue could be avoided by changing the composition of the LTC so that a quorum of the Board of Supervisors is not serving on the LTC, as the Town has done in avoiding having a quorum of the Town Council serving on the LTC.

Thank you for your consideration of the points raised in this letter. We will look forward to your response.

Sincerely,



Andrew Morris  
Town Attorney  
Town of Mammoth Lakes

**From:** Stacey Simon  
**Sent:** Tuesday, August 4, 2020 9:14 AM  
**To:** [morris96161@gmail.com](mailto:morris96161@gmail.com)  
**Cc:** Wendy Sugimura <[wsugimura@mono.ca.gov](mailto:wsugimura@mono.ca.gov)>; Gerry LeFrancois <[glefrancois@mono.ca.gov](mailto:glefrancois@mono.ca.gov)>  
**Subject:** LTC

Andy:

Below and attached is some information to assist you with the questions you have been asked to address by the Council. I have also attached the 1995 MOU related to staff services for the LTC.

*The LTC has traditionally not weighed in on projects within individual local jurisdictions not only because of the political awkwardness, but also because evaluating individual development projects for consistency with the RTP is not part in the California Transportation Development Act (TDA), Overall Work Program (OWP) or any other mandated function of the MCLTC. In other words the LTC is not a "land use" body. The LTC has instead focused its efforts on transportation system issues, consistent with its legal authority.*

*If the LTC wanted to take a new direction, there are legal questions of authority which would need to be addressed. If those could be resolved, then the LTC could add these new tasks and roles to a work element to the OWP so that staff time may be charged to it. These new responsibilities would then be applied equally to all projects of a certain threshold (however that is defined) in the Town and County.*

*Mono County has had three Supervisors as its LTC representatives since at least 2000. The Town also used to have three appointed Council members. That changed in 2009 when Wendy Sugimura was a Town Councilmember and appointed to the LTC, but then was hired as Mono County CDD staff so had a direct conflict. None of the Councilmembers on the ESTA Board would switch with Wendy, so that left a vacant seat. The Town filled it with either staff or an at-large member of the public and seems to have trended even more in that direction recently, but that was not always the case. They used to operate this way as well.*

*Finally, in direct response to your questions:*

- *The RTP has been adopted in the County's General Plan Circulation Element, and so the County is bound to consistency with it.*
- *The LTC's role is to ensure the objectives, policies, and actions of the RTP are carried out on transportation system projects (Caltrans roads, local streets and roads) and transit, not individual development proposals. Therefore, the LTC has no role in evaluating private development projects and no reconciliation is needed.*
- *Yes, it is the responsibility of the County Planning Commission and Board of Supervisors to ensure the Tioga Inn project is consistent with the RTP, just like it is the Town's responsibility to ensure any private projects proposed within the Town are consistent with the RPT and mobility element. I have attached a word document with an evaluation of the Tioga Inn's consistency with the RTP policies cited in the letter.*

*Finally, the Tioga Inn project was sent to the Town's planning department for any comments or concerns, and none were expressed.*

Regards,

Stacey and Wendy

Stacey Simon

***Mono County Counsel***

P.O. Box 2415

Mammoth Lakes, CA 93546

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(760) 924-1700 (office)



OFFICE OF THE BOARD OF SUPERVISORS  
 COUNTY OF MONO  
 P. O. BOX 715, BRIDGEPORT, CA 93517  
 (619) 932-5215

Nancy Wells  
 Clerk of the Board

Roberta Reed  
 Deputy

MINUTE ORDER  
95-271

TO: Planning Director

FROM: Board of Supervisors

SUBJECT: MOU between County, Town of Mammoth Lakes, and LTC

At the regular meeting of the Mono County Board of Supervisors of  
 September 19, 1995, it was:

Moved by Supervisor Andrea Lawrence, seconded by Supervisor Paul Rowan  
 and unanimously carried to approve and authorize the Chairman's signa-  
 ture on Addendum to Memorandum of Understanding between the County,  
 the Town of Mammoth Lakes and the Mono County Local Transportation  
 Commission for FY 1995-96.

Cc: Clerk of the Board  
 County Counsel - Contract Administration  
 County Administrative Officer  
 Town of Mammoth Lakes  
 Local Transportation Commission  
 Asst. County Counsel  
 Auditor-Controller  
 Contract File

Directed to: Planning Director

Response date: n/a

95-271  
 3)

1995-1996

ADDENDUM

LTC

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made and entered into by and among the County of Mono ("County"), the Town of Mammoth Lakes ("Town"), and the Mono County Local Transportation Commission ("MCLTC") and updates the previous MOU concerning LTC Staff Services.

RECITALS:

1. The County, Town and MCLTC have entered a MOU to provide planning services, staff and administrative support for the MCLTC in order to fulfill the requirements of the California Transportation Development Act ("TDA"), to accomplish the mandated functions of the MCLTC and to carry out the annual Overall Work Program ("OWP").

2. It is in the best interests of the County, Town and the MCLTC to continue to implement the most efficient and professionally economical method of providing the aforementioned services.

3. It is the prerogative of the MCLTC to allocate and expend the funds necessary to provide these services to the County and the Town.

4. A close working relationship on a daily basis among the staff of the County, Town and the MCLTC has been beneficial to all parties.

NOW, THEREFORE, based upon the foregoing recitals, it is mutually understood by all parties and agreed to as follows:

1. The Town Public Works and Planning Departments and the County Public Works and Planning Departments agree to provide personnel as required to perform the necessary functions of the TDA and to accomplish the state mandated tasks of the MCLTC.

2. For the Fiscal year 1995/96, secretarial services shall be proportionately provided by the County and the Town Planning Departments as to each entity's share of the OWP.

3. Public Works and MCLTC staff personnel are not employees of the MCLTC. The staff of the County Planning Department provided to the MCLTC shall remain employees of the County, subject to its rules and regulations, and shall be provided salary, benefits and companion costs by the County. The staff of the Town Public Works and Planning Department provided to the MCLTC shall remain employees of the Town, subject to its rules and regulations, and shall be provided salary, benefits and companion costs by the Town.

4. Division of MCLTC staff responsibilities among the County, Town and MCLTC shall be established annually. Allocation of staff time and administrative/planning funding shall be based upon the OWP for the year. The term of this MOU shall commence as of the date of its execution by all parties and

continue in effect from year to year unless terminated by any party to the MOU by the giving of ninety (90) days prior written notice.

5. The OWP shall be cooperatively drafted by the County and Town staff.

6. Routine administrative matters shall be handled by the Town and County staff. If differences exist between the Town and County staff on certain matters, both staff positions shall be submitted to the MCLTC for final determination.

7. The Town Public Works and Planning Departments shall be responsible for major administrative matters and projects directly affecting the incorporated area. The County Public Works and Planning Departments shall be responsible for major administrative matters and projects directly affecting the unincorporated area.

8. If lack of expertise or prior staff commitments prevent either the Town or County staff from conducting MCLTC studies or duties, the Town or County staff may, with the concurrence of the MCLTC, initiate the process for subcontracting with qualified consultants.

9. The County Auditor-Controller shall provide all payroll, maintenance of various trust funds (as required by the TDA), white claim disbursement and audit services as required.

10. The following is a comprehensive list of courtesy services and facilities available to the MCLTC by the County and Town, which defines a cooperative working relationship between all parties:

a) County / Town:

Complete agenda packets for all LTC meetings.

Telephone receptionist and actual cost of allowable outgoing calls

Use of Annex I Board Conference Room and coffee facilities for meeting as needed.

Uses of copy machines for agendas and major projects.

County Auditor-Controller functions as described in Item 9.

County Counsel as needed on behalf of the County.

Town Attorney as needed on behalf of the Town.

Town/County Conference Room facilities and coffee room amenities as required for meeting held in the Town as needed.

Telephone receptionist and cost of allowable outgoing calls.

Interoffice and outgoing mail services.

Copier paper and machine use as needed.

11. The County and the Town agree to furnish the MCLTC with sufficient matching funds or services in order to meet the required 30% match referred to in the TDA. These matching funds or services shall be furnished 50% by the County and 50% by the Town, or as otherwise specified in the OWP.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the 12th of June 1995.

COUNTY

TOWN

  
\_\_\_\_\_  
Tim Alpers, Chairman  
Mono County Board of Supervisors

  
\_\_\_\_\_  
M. Byng Hunt, Mayor  
Town of Mammoth Lakes

  
\_\_\_\_\_  
Jon Anderson, Chairman  
Mono County Local Transportation  
Commission

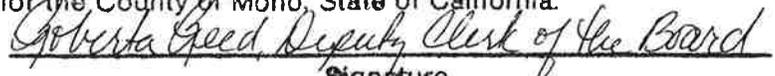
Approved as to Form:

  
\_\_\_\_\_  
James S. Reed, County Counsel

  
\_\_\_\_\_  
Peter Tracy, Town Attorney

The foregoing instrument is a full, true and correct copy of the original on file in this office.

Attest September 22, 1995  
NANCY WELLS, Clerk of the Board of Supervisors in and for the County of Mono, State of California.

  
\_\_\_\_\_  
Signature

OFFICE OF THE BOARD OF SUPERVISORS  
 COUNTY OF MONO  
 P. O. BOX 715, BRIDGEPORT, CA 93517  
 (619) 932-5215

Nancy Wells  
 Clerk of the Board

Roberta Reed  
 Deputy

MINUTE ORDER  
95-271

TO: Planning Director

FROM: Board of Supervisors

SUBJECT: MOU between County, Town of Mammoth Lakes, and LTC

At the regular meeting of the Mono County Board of Supervisors of  
 September 19, 1995, it was:

Moved by Supervisor Andrea Lawrence, seconded by Supervisor Paul Rowan  
 and unanimously carried to approve and authorize the Chairman's signa-  
 ture on Addendum to Memorandum of Understanding between the County,  
 the Town of Mammoth Lakes and the Mono County Local Transportation  
 Commission for FY 1995-96.

Cc: Clerk of the Board  
 County Counsel - Contract Administration  
 County Administrative Officer  
 Town of Mammoth Lakes  
 Local Transportation Commission  
 Asst. County Counsel  
 Auditor-Controller  
 Contract File

Directed to: Planning Director

Response date: n/a

95-271  
 3)

#95-126

1995-1996

ADDENDUM

LTC

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made and entered into by and among the County of Mono ("County"), the Town of Mammoth Lakes ("Town"), and the Mono County Local Transportation Commission ("MCLTC") and updates the previous MOU concerning LTC Staff Services.

RECITALS:

1. The County, Town and MCLTC have entered a MOU to provide planning services, staff and administrative support for the MCLTC in order to fulfill the requirements of the California Transportation Development Act ("TDA"), to accomplish the mandated functions of the MCLTC and to carry out the annual Overall Work Program ("OWP).

2. It is in the best interests of the County, Town and the MCLTC to continue to implement the most efficient and professionally economical method of providing the aforementioned services.

3. It is the prerogative of the MCLTC to allocate and expend the funds necessary to provide these services to the County and the Town.

4. A close working relationship on a daily basis among the staff of the County, Town and the MCLTC has been beneficial to all parties.

NOW, THEREFORE, based upon the foregoing recitals, it is mutually understood by all parties and agreed to as follows:

1. The Town Public Works and Planning Departments and the County Public Works and Planning Departments agree to provide personnel as required to perform the necessary functions of the TDA and to accomplish the state mandated tasks of the MCLTC.

2. For the Fiscal year 1995/96, secretarial services shall be proportionately provided by the County and the Town Planning Departments as to each entity's share of the OWP.

3. Public Works and MCLTC staff personnel are not employees of the MCLTC. The staff of the County Planning Department provided to the MCLTC shall remain employees of the County, subject to its rules and regulations, and shall be provided salary, benefits and companion costs by the County. The staff of the Town Public Works and Planning Department provided to the MCLTC shall remain employees of the Town, subject to its rules and regulations, and shall be provided salary, benefits and companion costs by the Town.

4. Division of MCLTC staff responsibilities among the County, Town and MCLTC shall be established annually. Allocation of staff time and administrative/planning funding shall be based upon the OWP for the year. The term of this MOU shall commence as of the date of its execution by all parties and

continue in effect from year to year unless terminated by any party to the MOU by the giving of ninety (90) days prior written notice.

5. The OWP shall be cooperatively drafted by the County and Town staff.

6. Routine administrative matters shall be handled by the Town and County staff. If differences exist between the Town and County staff on certain matters, both staff positions shall be submitted to the MCLTC for final determination.

7. The Town Public Works and Planning Departments shall be responsible for major administrative matters and projects directly affecting the incorporated area. The County Public Works and Planning Departments shall be responsible for major administrative matters and projects directly affecting the unincorporated area.

8. If lack of expertise or prior staff commitments prevent either the Town or County staff from conducting MCLTC studies or duties, the Town or County staff may, with the concurrence of the MCLTC, initiate the process for subcontracting with qualified consultants.

9. The County Auditor-Controller shall provide all payroll, maintenance of various trust funds (as required by the TDA), white claim disbursement and audit services as required.

10. The following is a comprehensive list of courtesy services and facilities available to the MCLTC by the County and Town, which defines a cooperative working relationship between all parties:

a) County / Town:

Complete agenda packets for all LTC meetings.

Telephone receptionist and actual cost of allowable outgoing calls

Use of Annex I Board Conference Room and coffee facilities for meeting as needed.

Uses of copy machines for agendas and major projects.

County Auditor-Controller functions as described in Item 9.

County Counsel as needed on behalf of the County.

Town Attorney as needed on behalf of the Town.

Town/County Conference Room facilities and coffee room amenities as required for meeting held in the Town as needed.

Telephone receptionist and cost of allowable outgoing calls.

Interoffice and outgoing mail services.

Copier paper and machine use as needed.

11. The County and the Town agree to furnish the MCLTC with sufficient matching funds or services in order to meet the required 30% match referred to in the TDA. These matching funds or services shall be furnished 50% by the County and 50% by the Town, or as otherwise specified in the OWP.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the 12th of June 1995.

COUNTY

TOWN

  
\_\_\_\_\_  
Tim Alpers, Chairman  
Mono County Board of Supervisors

  
\_\_\_\_\_  
M. Byng Hunt, Mayor  
Town of Mammoth Lakes

  
\_\_\_\_\_  
Jon Anderson, Chairman  
Mono County Local Transportation  
Commission

Approved as to Form:

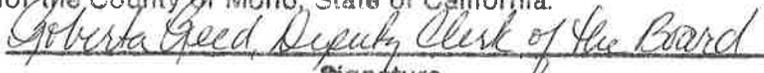
  
\_\_\_\_\_  
James S. Reed, County Counsel

  
\_\_\_\_\_  
Peter Tracy, Town Attorney

The foregoing instrument is a full, true and correct copy of the original on file in this office.

Attest September 22, 1995

NANCY WELLS, Clerk of the Board of Supervisors in and for the County of Mono, State of California.

  
\_\_\_\_\_  
Signature



Date: August 10, 2020

## STAFF REPORT

Subject: 5311 Program CARES Act Regional Program of Projects and Certifications and Assurances

Initiated by: Phil Moores, Executive Director

---

### **RECOMMENDATION**

It is recommended that the Commission program by Resolution R20-07 the 5311 Program CARES Act funds and Program of Projects (POP) with Eastern Sierra Transit Authority as the subrecipient in the amount \$172,765 and authorize the Local Transportation Commission, Co-Executive Director to sign the Certifications and Assurances for operating assistance for general public transit services in Mono County.

### **BACKGROUND:**

On July 17, 2020, the Division of Rail and Mass Transportation (DRMT) announced the Call for Projects for the Coronavirus Aid, Relief, and Economic Security (CARES) Act for Federal Transit Administration (FTA) Section 5311 Program Phase 2.

The CARES Act is intended to provide support for capital, operating, and other expenses generally eligible under the FTA Section 5311 program to prevent, prepare for, and respond to COVID-19. This includes operating expenses to maintain transit services as well as paying for administrative leave for transit personnel due to reduced operations during an emergency.

The regional apportionment is based on the 2010 decennial census and represents the remaining Phase 2 CARES Act funding for regular FTA 5311 Program. The Call for CARES Act Projects is only for the regular FTA 5311. FTA 5311(f) Rural Intercity Bus Program will be announced at a later date.

The FTA 5311 formula program allocated \$172,765 to Mono County. ESTA intends to use these funds to support operations in Mono County. There is no local match required on CARES funds.

Eastern Sierra Transit Authority is seeking approval by Resolution for the 5311 Program CARES Act funds and Program of Projects (POP) with Eastern Sierra Transit Authority as the subrecipient in the amount \$172,765 and authorize the Local Transportation Commission, Co-Executive Director to sign the Certifications and Assurances for operating assistance for general public transit services in Mono County.

## RESOLUTION NO. R20-07

RESOLUTION OF MONO COUNTY LOCAL TRANSPORTATION COMMISSION, STATE OF CALIFORNIA, AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION WITH EASTERN SIERRA TRANSIT AUTHORITY AS THE SUBRECIPIENT OF THE \$172,765;

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1G**); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

**WHEREAS**, Eastern Sierra Transit Authority is the recognized public transportation operator in Mono County and therefore receives State and Federal funds to operate and provide public transportation services in and for Mono County; and

**WHEREAS**, Eastern Sierra Transit Authority desires to apply for said financial assistance to permit operation of service in Mono County; and

**WHEREAS**, the Eastern Sierra Transit Authority has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the Mono County Local Transportation Commission does hereby Authorize Eastern Sierra Transit Authority, to file and execute applications on behalf Mono County of with the Department to aid in the operation of public transit in Mono County pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1G**), as amended.

That Mono County Local Transportation Commission, Co-Executive Director is authorized to sign the certification of assurances required by the Department.

That Eastern Sierra Transit Authority is authorized to execute and file all contracts, agreements, or any other document required by the Department.

That Eastern Sierra Transit Authority is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

That Eastern Sierra Transit Authority is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 operating assistance for public transit in Mono County in the amount of \$172,765

**PASSED AND ADOPTED** this 10<sup>th</sup> day of August, 2020 by the Mono County Local Transportation Commission of Mono County, State of California, at a regular meeting of said Commission by the following vote:

AYES:            NOES:            ABSTAIN:            ABSENT:

\_\_\_\_\_  
Lynda Salcido, Mono County LTC, Chair

Attest: \_\_\_\_\_  
Melissa Bell, Commission Secretary.



**2020 Certifications and Assurances of the Regional Agency/Transportation  
Planning Agency  
State of California - FTA Section 5311 – CARES Act Phase 2**

**Regional Agency/TPA:** Mono County LTC

**Contact Person:** Gerry Le Francois

**Contact Email:** [glefrancois@mono.ca.gov](mailto:glefrancois@mono.ca.gov)

**Contact Phone:** 760-924-1810

**Name of Subrecipient:** Eastern Sierra Transit Authority

**Project Description:** Mono County Operating Assistance

**Project Amount and Fund Type**

<i>Regional Apportionment 5311 or 5311(f)</i>	<i>Total Project Cost</i>
\$172,765	\$1,681,775

<b>Federal Transportation Improvement Program - Metropolitan Planning Organizations/Regional Transportation Planning Agency</b>		
Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

**Check all that apply:**

- Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
- The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
- The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP/Federal Statewide TIP(FSTIP)
- The regional agency/TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

**Certifying Representative:**

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name: Gerry Le Francois

Title: Co-Executive Director

Signature: \_\_\_\_\_ Date: 8/10/2020

Signature in BLUE ink

County/Region: Mono District: 9  
 Original Submission Date: 8/7/20 Revision No. \_\_\_\_\_ Revision Submission Date: \_\_\_\_\_

## **FEDERAL FISCAL YEAR 2020 CARES ACT**

### **Section 5311 Program of Projects (POP)**

**(A) Available Funding:**

<i>Estimated</i> Apportionment [CARES ACT ]:	(+)	<u>172,765</u>
<b>(A) TOTAL FUNDS AVAILABLE:</b>	=	<u>172,765</u>

**(B) Programming (POP): Complete Parts I and II**

		<i>Federal Share 100%</i>
Part I. Operating Assistance - Total:	(+)	<u>172,765</u>
Part II. Capital - Total:	(+)	<u>0</u>
<b>(B) Total:</b>	(=)	<u>172,765</u>

**Regional Apportionment Funds ONLY for CARES Act:**

- Please Note -
  - Funds may not need to be programmed unless Capital beyond COVID-19 Response
  - Final approval to be determined by the Department
  - There will be NO carryover allowed as you will have several years to expend CARES Act funds

### ***FUNDING SUMMARY***

		<i>Federal Share</i>
(B) Regional Apportioned - Total:	(+)	<u>172,765</u>
<b>GRAND TOTAL:</b>	(=)	<u>172,765</u>

Contact Person/Title: Karie Bentley, Administration Manager  
 Phone Number: 760-872-1901 x 15

Date: 8/7/2020





## **INSTRUCTIONS**

### **PART I – Operating Assistance**

- Do not list previously approved projects (i.e. projects listed in a prior grant).
- Funding split: None Federal Share 100%
- Third Party Contract Requirement – all third-party contracts must contain federal clauses required under FTA Circular 4220.1F and approved by the State prior to bid release.
- Net project cost does not include ineligible cost (i.e. farebox, other revenues, etc.).

### **PART II – Capital (Vehicles, Construction, Preventive Maintenance and Planning)**

- **All** vehicles procured with Section 5311 program funds must be ADA accessible regardless of service type (fixed route or demand-response service).
- Capital projects must contain a **full description of project**: A PRELIMINARY ENVIRONMENTAL SURVEY (PES) is required for Capital projects other than vehicle procurement. (i.e. facility or shelter - include specifics, planning studies, preventative maintenance). The PES does not satisfy the requirements for environmental review and approval. When the agency prepares the documentation for a categorical exclusion, the Environmental Justice Analysis must be included.
- Funding Federal Share – 100% Federal Share if related to COVID-19
- Procurement Contract Requirement – all documents used for procuring capital projects must contain federal clauses required under FTA Circular 4220.1F and approved by DRMT prior to bid release.

### **5311 Program CARES Act Fact Sheet**

Congress passed the Coronavirus Aid, Relief and Economic Security Act (CARES Act) to provide support for capital, operating, and other expenses generally eligible under the FTA Section 5311 program to prevent, prepare for, and respond to COVID-19. This including operating expenses to maintain transit services as well as paying for administrative leave for transit personnel due to reduced operations during an emergency.

**What:** The overall goal of the FTA 5311 program is to enhance the availability of public transit in rural areas and provide public transportation opportunities to residents in rural areas for access to employment, education and health care, shopping and recreation.

**Program Funds:** Program funds are made available to rural areas with a population of less than 50,000 as designated by the Bureau of the Census (2010).

**Eligible Applicants:** Public transit providers, state and local governments, rural transportation planning agencies, private-nonprofit organizations, Tribal Governments and private intercity bus operators (5311(f)). All subrecipients are required to be compliant with FTA regulations.

**Eligible Projects:** Eligible projects include capital projects, planning and operating assistance projects. CARES Act projects are 100% federally funded and requires no local share.

**Program Fund Role Players:** The FTA, local government, transit providers, MPO's RTPAs, DRMT, Districts, SCO, and Accounting.

**Funding Amount and Distribution Process:** The CARES Act apportionment for California is \$94,976,667. Of this amount, 75% is set aside for regional distribution. Of the remaining 25%, 15% is set-aside for Intercity Bus Section 5311(f) and 10% for program administration. DRMT distributed Phase 1 to current subrecipients of FTA 5311 and 5311(f). Phase 2 is being distributed through a Call for Projects for ALL eligible transit operators. FTA 5311(f) Phase 2 will be determined later.

**The Transportation Planning Agencies (RPA) Project Selection for CARES Act:** Caltrans provides the formula-based funding amount for each region to the MPOs/RTPAs. They then plan and sub-allocate projects based on regional transportation needs. Once the projects are selected the transit agencies will submit their application to Caltrans using BlackCat Electronic Grants System.

**References:** CARES Act FQA's <https://www.transit.dot.gov/frequently-asked-questions-fta-grantees-regarding-coronavirus-disease-2019-covid-19>  
FTA Circular 9040.1.G <https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/formula-grants-rural-areas-program-guidance-and-application>

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760-924-1800 phone, 924-1801 fax  
commdev@mono.ca.gov

PO Box 8  
Bridgeport, CA 93517  
760-932-5420 phone, 932-5431 fax  
www.monocounty.ca.gov

## Staff Report

August 10, 2020

**TO:** Mono County Local Transportation Commission

**FROM:** Gerry Le Francois, Co-Executive Director

**SUBJECT:** Mono County Overall Work Program (OWP) 2020-21 Revised

### RECOMMENDATIONS

Adopt Minute Order 20-04 that 1) adopts the revised Mono County Overall Work Program for fiscal year 2020-21 2) authorized Co-Executive Director to sign necessary Overall Work Program Agreement, 3) authorized the staff to make minor technical corrections based on District 9 review.

### FISCAL IMPLICATIONS

This is the annual state funding program for transportation planning activities of the Commission. The Rural Planning Assistance (RPA) funding amount is \$230,000. The funding is dependent on adoption of a state budget and is a reimbursement program.

### ENVIRONMENTAL COMPLIANCE

N/A

### DISCUSSION

The Mono County Overall Work Program 2020-21 was adopted in June 2020. This revision includes the following:

- 1) Revises WE 200.2 Multi Modal Planning into separate Work Elements (WE) based on funding. WE 200.2 is funded via RPA and WE 200.3 is funded with PPM.
- 2) Adds two Work Elements and funding for recently awarded transportation grants. WE 400.1 June Lake Active Transportation Plan, and WE 400.2 Short Range Transit Plan & Coordinated Human Service Plan are using RPA funds as a portion of the required match as well as in kind services.
- 3) Removes WE 600 Transportation Grant Funding that is not an eligible or is a questionable RPA expense.

The Mono County OWP is a joint work effort, with work elements projected to be active from July 1, 2020, to June 30, 2021. The final approved and adopted OWP and fully executed OWPA are due to Office of Regional & Interagency Planning (ORIP) June 30.

### ATTACHMENTS

- M.O. 20-04
- Revised Mono County 2020- 21 Overall Work Program

## Mono County Local Transportation Commission

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Mammoth Lakes, CA 93546  
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### MINUTE ORDER M20-04

#### Amendment to the 2020-21 Overall Work Program

At the Mono County LTC meeting of August 10, 2020, it was moved by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to amend the 2020-21 Overall Work Program (OWP), authorize the Co-Executive Director to execute/sign the Overall Work Program Agreement / Certifications and Assurances, and allow staff to make any minor corrections to the Overall Work Program.

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

\_\_\_\_\_  
Melissa Bell, LTC Secretary

cc: Caltrans

# Overall Work Program Fiscal Year 2020/2021

July 1, 2020 to June 30, 2021

---

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

*Adopted June 1, 2020*

*Revised August 10, 2020*

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## Introduction

The Overall Work Program (OWP) defines the regional transportation planning process for the Mono County Local Transportation Commission (LTC). It establishes regional transportation planning objectives for Fiscal Years 2020/2021 covering the period of July 1, 2020 to June 30, 2021 and includes a corresponding budget to complete eligible activities as defined by the Regional Planning Handbook. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the Fiscal Year. These activities include core regional transportation planning functions, mandated planning requirements, and other regional planning activities. Each activity listed in the OWP indicates who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of State funding and matching funds. Funding for planning activities is made possible by the State of California Department of Transportation (Caltrans) and the Federal Highway Administration (FHWA). The majority of the funding is typically spent by Mono County and the Town of Mammoth Lakes. Figure 1.1 depicts the Mono County LTC boundary.

## Geographical Overview

Mono County is a rural county located on the eastern side of the Sierra Nevada mountains. The county has an area of 3,103 square miles and a total population of 14,168 (2010 US Census). The county's one incorporated area, the Town of Mammoth Lakes (TOML), contains approximately 58% of the county population.

Approximately 94% of Mono County is public land administered by the U.S. Forest Service (USFS), the Bureau of Land Management (BLM), the State of California, and the Los Angeles Department of Power and Water (LADWP). The scenic and recreational attributes of this public land help support tourism and recreation as the major industry in the county. Approximately 80% of all employment is directly, or indirectly, associated with this industry. Annually, more than 6 million visitor-days of use occur on public lands in Mono County. The majority of these visitors travel to and through the county on the state highway system. Major attractions include Mammoth and June Mountain ski areas, Yosemite National Park, Mono Lake, Devils Postpile National Monument, Bodie State Historic Park, and the many lakes, streams, and backcountry attractions accessed through Mono County communities.

Communities in the unincorporated area of the county are dispersed throughout the region, primarily along US Highways 395 and 6. Communities along US 395 include Topaz, Coleville, Walker, Bridgeport, Mono City, Lee Vining, June Lake, and the Crowley communities of Long Valley, McGee Creek, Crowley Lake, Aspen Springs, and Sunny Slopes. The community of June Lake is located along State Route 158. The Town of Mammoth Lakes is located on SR 203. The communities of Chalfant, Hammil Valley, and Benton are located on SR 6. The community of Oasis is located on SR 266/168 in the southeastern portion of the county. The communities are generally small, rural in character, and oriented primarily to serving recreational and tourist traffic. Walker, Topaz, Coleville, Bridgeport, and Lee Vining share US 395 as their main street for commerce and community activities. SR 158 serves as the main street for June Lake. SR 203 is the Town of Mammoth Lakes' main street. Highway 6 serves as a main street for Benton and Chalfant.

## Organizational Overview

Every county in California is served by a regional transportation planning agency (RTPA), created by state law. RTPAs are known as local transportation commissions, county transportation commissions, councils of

government, and associations of government. Counties with urbanized areas over 50,000 people also have metropolitan planning organizations (MPO) to guide regional transportation planning. Both MPOs and RTPAs are required to develop OWP and regional transportation plan (RTP). They also select projects identified in the Regional Transportation Improvement Programs (RTIP).

RTPAs play an important role in Caltrans' overall planning efforts. In California, there are currently 44 RTPAs, 18 of which are MPOs or exist within MPO boundaries. They utilize federal and state funds to achieve regional transportation goals as outlined in their OWPs. Federal and state funding includes FHWA SPR funds, FTA Section 304 Statewide Planning Funds, and Rural Planning Assistance (RPA) funds. RTPAs have significant involvement in both the planning and project investment processes.

Mono County LTC carries out transportation planning activities within the County. Mono County and TOML staff serve as support staff to the LTC. Town issues are typically handled by TOML staff and County issues are managed with County Staff. The Executive Director position is shared by the TOML Public Works Director and County Community Development Director or designee. There is one transit system within the County and is administered by Eastern Sierra Transit Authority (ESTA), which is based out of Bishop in Inyo County. ESTA is a Joint Powers Authority between Mono and Inyo Counties, the Town of Mammoth Lakes, and the City of Bishop.

The Mono County LTC policy board is comprised of seven (7) members, three (3) Mono County Board of Supervisors members, three (3) TOML Council members, although the TOML has appointed one at-large member, and (1) representative from Caltrans who also serves as an ex-officio, non-voting member.

**Table 1.1 Mono County LTC Policy Board**

<b>Commissioner</b>	<b>Governmental Body Represented</b>
Mr. Fred Stump	Mono County
Mrs. Lynda Salcido (chair)	TOML
Ms. Jennifer Kreitz (vice-chair)	Mono County
Mr. John Peters	Mono County
Ms. Sandy Hogan	TOML at-large member
Mr. John Wentworth	TOML
Ryan Dermody*	Caltrans Dist. 9 Director or designee

\*Non-Voting ex-officio member

Additionally, County and Town staff work closely with the Commission on development of the OWP and to carry out related tasks. All tasks identified in the OWP are undertaken by staff with periodic updates to the Mono County LTC board.

**Table 1.2 Mono County LTC Staff**

<b>Staff Member</b>	<b>Title and Agency</b>
Wendy Sugimura	Community Development Director, Mono County
Gerry Le-Francois	Co-Executive Director, Mono County
Grady Dutton	Co-Executive Director, TOML
Bentley Regehr	Planning Analyst, Mono County
Michael Draper	Planning Analyst, Mono County
Megan Mahaffey	Fiscal Specialist, Mono County
Melissa Bell	Secretary, Mono County

Garrett Higerd	Engineer, Mono County
Nate Greenberg	IT Director, Mono County
Tony Dublino	Public Works Director, Mono County
Haislip Hayes	Engineer, TOML
Phil Moores	Director, ESTA

## Responsibilities and Priorities

The majority of state designated RTPAs are described under California Government Code Section 29532 et seq.

An RTPA has five core functions:

- Maintain a setting for regional decision-making.
- Prepare an Overall Work Program (OWP).
- Involve the public in this decision-making.
- Prepare a Regional Transportation Plan (RTP); and
- Development of a Regional Transportation Improvement Program (RTIP) and a list of federally funded or regionally significant projects for inclusion in the Federal Surface Transportation Improvement Program (FSTIP).

## Organizational Procedures and Documents

The following list of documents includes organizational policies and procedures, programming documents, planning studies, and other required documents, which are available at:

<https://monocounty.ca.gov/ltc/page/resources>

- 2019 Regional Transportation Plan
- 2020 Regional Transportation Improvement Program (RTIP)
- Caltrans District 9 Wildlife Vehicle Collision Reduction Feasibility Study
- California Department of Fish and Wildlife (CDFW) Wildlife Crossing Study
- 2019 Regional Transportation Plan
- Convict Lake Road Notice to Adopt
- Convict Lake Road Mitigated Negative Declaration
- Rock Creek Road Improvement Project Mitigated Negative Declaration and appendices
- Tom's Place Multimodal Connectivity Feasibility Study Report
- Past and Current MOU Projects
- US 395 Corridor Improvement Projects
- Electric Vehicle Policy
- Wayfinding Guidelines
- Mono County Title VI
- Mono County LTC Handbook

## Public Involvement

The LTC utilizes a comprehensive public participation process which is outlined in the 2019 Regional Transportation Plan (p. 5 & 11-15). The goals and objectives discussed in the RTP emphasize efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process, including development of the OWP.

Public participation during the transportation planning process is provided through committee meetings, public workshops, and outreach programs. The county Regional Planning Advisory Committees (RPACs) serve as citizen advisory committees to the LTC to identify issues and opportunities related to transportation and circulation in their community areas and to develop policies based on the identified needs. There are planning advisory committees in Antelope Valley, Bridgeport Valley, Mono Basin, June Lake, Mammoth Lakes Vicinity/Upper Owens, Long Valley, and Tri-Valley. Some committees meet monthly and others meet on an as-needed basis.

Native American participation includes contact with representatives of the two Tribal Governments; the Bridgeport Indian Colony and Utu Utu Gwaitu Paiute tribe of the Benton Reservation. Tribal governments also participate in the Mono County Collaborative Planning Team, which meets quarterly to collaborate on regional planning issues with state, federal and local agencies, such as Caltrans, BLM, USFS, the Town of Mammoth Lakes, and Mono County. Tribal representatives also occasionally participate at RPAC meetings. Staff continues to outreach on projects to both tribal governments on transportation issues and opportunities such as the Regional Transportation Plan, and the Regional Transportation Improvement Program.

## Summary of FY 2019/20 accomplishments

The following are primary tasks that were undertaken during FY 2019/2020:

- Adoption of the 2019 Regional Transportation Plan update (RTP)
- RTP moved to a 4-year adoption cycle in coordination with an 8-year Housing Element adoption cycle
- Completion of the Electric Vehicle Policy
- Project Study Reports for 2020 RTIP
- Completion and submittal of the 2020 Regional Transportation Improvement Program (RTIP)
- Advancing the region's MOU Projects with Inyo County LTC and Kern Council of Governments
- Completion of Community Emergency Access Route coordination with the Local Hazard Mitigation Plan (LHMP)
- Continuation of Regional Asset Management Systems
- Air Quality Monitoring in Town of Mammoth Lakes

## Planning Emphasis Areas/FAST Act Planning Factors

The Federal Highway Administration (FHWA), in consultation with the Federal Transit Administration (FTA), developed Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by MPOs and RTPAs in preparation of work plans. In addition to PEAs, the FAST Act expanded the scope of factors to consider in the transportation planning process.

## Planning Emphasis Areas

The three PEAs are described below:

- MAP-21/FAST Act Implementation- *Transition to performance-based planning and programming*. The development and implementation of performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.
- Models of Regional Planning Cooperation-*Ensure a regional approach to transportation planning by promoting cooperation and coordination across agencies*. To improve effective of transportation decision-making, a coordinated approach should support common goals and capitalize on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across regions.
- Ladders of Opportunity-*Access to essential services*. Agencies that are a part of the transportation planning process should identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, schools/education, and recreation. Suggested OWP tasks include developing and implementing analytical methods to identify these gaps.

## FAST Act Planning Factors

The FAST Act carried forward and expands the performance-based transportation planning framework established under MAP-21. Transportation legislation lists ten factors that must be considered as part of the transportation planning process for all MPOs and RTPAs. The ten factors are addressed in the OWP, where applicable, include:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight.
7. Emphasize the preservation of the existing transportation system.
8. Promote efficient system management and operation.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

## Federal Planning Emphasis Areas/FAST Act Planning Considerations and OWP Tasks

Table 3.1 outlines FY 2020/21 OWP Work Elements that address and support each Planning Emphasis Area and FAST Act Planning Consideration. As illustrated below, all PEAs and FAST Act Planning Considerations are integrated into Mono County LTC's FY 2020/21 work program.

## 3.1 FY 2020/21 OWP Work Elements and Planning Emphasis Areas/Planning Considerations

		Work Elements
PEAs	MAP-21/Fast Act Implementation	200.1, 700.1
	Models of Regional Planning Cooperation	100.1, 200.1, 200.2, 200.3, 800.1, 900.3 & .4, 900.5, 900.8
	Ladders of Opportunity	100.1, 100.3
FAST Act Planning Factors	Economic Vitality	200.1, 200.2, 200.3, 900.3 & .4, 900.7
	Safety of Transportation Systems	200.2, 700.1, 700.2,
	Security of Transportation Systems	100.3, 200.1, 200.2, 200.3
	Accessibility and Mobility	200.1,200.2, 200.3, 700.1, 800.2, 900.3 & .4, 900.6
	Environment, Conservation, and Quality of Life	200.2, 200.2, 300.1, 700.1, 800.1, 900.6
	Connectivity of Modes	200.1, 200.3, 700.1, 800.1 & .2, 900.6
	Efficient Management and Operations	100.3, 200.2, 700.1, 900.3 & .4
	Preservation of Systems	200.1, 700.1, 900.3 & .4
	Reliability of Systems	200.1, 700.1, 700.2, 900.3 & .4
	Enhance Travel and Tourism	200.1, 700.1, 700.2,800.2, 900.6

## FY 2020/21 OWP

LTC's planning activities are divided into 19 Work Elements. Funding sources for LTC planning activities include a combination of RPA and PPM dollars. Table 4.1 lists the Work Elements and the total estimated cost for each. The following pages contain a detailed description of each of the work elements for the OWP, including work tasks, work products, estimated benchmarks, and estimated costs. A detailed summary table containing estimated cost and funding sources for all work elements is still in development. A few of the Work Elements, such as 200.3, will change once complete details of tasks, future projects and funding requests are identified.

## 4.1 Total Budgeted Amount by Work Element

Work Element	Description	RPA Amount	PPM Amount
100.1	Agency Administration and Management	15,000	
100.2	Overall Work Program Development & Admin	17,000	
100.3	Training and Professional Development	7,000	
200.1	Regional Transportation Plan	6,000	
200.2	RTP Implementation and Monitoring	6,000	
200.3	Multi Modal Planning RPA	65,000	
200.4	Multi Modal Planning PPM		10,000
300	VMT Implementation		
300.1	VMT and Implementation	20,000	
400	Grants		
400.1	June Lake ATP	10,000	
400.2	Short Range Transit Plan	10,000	
500	<i>Reserved for future needs</i>		
600	<i>Reserved for future needs</i>		
700.1	Regional Transportation Improvement Program	3,000	
700.2	Project Development and Project Study Reports		100,000
800.1	Regional Transportation Planning	4,000	
800.2	Regional Transit Planning and Coordination	5,000	
900.1	Planning, Monitoring and Traffic Management	9,000	
900.2	Regional Data Collection Equipment	11,000	
900.3	Regional Asset Management - RPA	30,500	
900.4	Regional Asset Management - PPM		25,000
900.5	Air Quality Monitoring	500	
900.6	Trails Planning	4,000	
900.7	Community Traffic Calming / Complete Streets / Design	5,000	
	<b>Total</b>	\$228,000	\$135,000
	<b>Budget</b>	230,000	135,000
	<b>Reserve RPA/PPM</b>	\$2000	TBD

Work Elements to be deleted from 2019/2020 OWP:

- WE 501-15-0 Airport Access Planning
- WE 614-15-2 Alternative Fueling Station Corridor Policy
- WE 616-15-0 Community Emergency Access Route Assessment
- WE 617-15-0 Community Wayfinding Design Standards
- WE 908-14-1 Regional Maintenance MOU

## COVID -19

Task and projects in this OWP may be delayed at times during the COVID-19 pandemic for other higher priority needs. If there are instances where tasks or projects will be delayed, staff will prioritize end products to meet the needs of Mono County and Town of Mammoth Lakes.

## Work Element 100—Agency Administration and Management

The tasks in this work element cover activities related to the overall administration of LTC's transportation planning program. All tasks are annual or ongoing activities undertaken to maintain compliance with regulations, organize and manage activities, and staff training.

### 100.1 General Administration and Management

Purpose: This task includes general administrative functions related to transportation planning and implementation of the Regional Transportation Plan goals and policies. This may include preparation of Commission agendas, reports, public noticing, and other administrative functions of the Commission.

Previous Work:

This work element provides ongoing transportation-focused administrative duties. Work includes agendas, reports, public notices, and general coordination for the transportation planning activities of staff and the commission.

Task Elements:

- Preparation of required reports and memoranda supporting the activities of the LTC.
- Management and administration of budgets and agreements.
- LTC support, such as providing staff reports, researching LTC/RTPA issues for Commissioners, preparation of board/public meeting materials, and attendance at LTC regular and special meetings.

Expected Products:

- Monthly agenda meeting materials for LTC Commission meetings and other public hearings, as needed.
- Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management and invoicing for LTC, as needed.

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2021

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$5,000	\$10,000	\$15,000

## 100.2 Overall Work Program Development and Administration

Purpose: This task includes administration of FY 2020/21OWP and development of the FY 2020/21 in cooperation with other local, state, or federal agencies. This task also includes OWP amendments, as needed.

Previous Work: This WE will be reporting on, and amendments to the current FY 2019/20 OWP.

### Task Elements:

- Administration of the FY 2020/21 OWP.
- Quarterly reporting of current year OWP progress and billing.
- Implementation of the OWP including amendments.
- Development and preparation of the FY 2021/22 OWP.

### Expected Products:

- FY 2020/ OWP quarterly reports.
- Amendments to the OWP, as needed.
- An adopted FY 2020/21 OWP
- Prior FY 2019/20 deliverables
- FY 2021/22 OWP

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2021

### Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$8,000	\$9,000	\$17,000

100.3 Training and Professional Development (formerly WE 1000-12-0)

Purpose: This task includes training and professional development opportunities related to transportation planning for staff. Staff must be up to date on current federal, state, and local regulations and policies that relate and affect transportation. Training may include topics related to SB 1, SB 743, Transportation Development Act (TDA), Manual on Uniform Traffic Control Devices (MUCTD) requirements, Local Assistance, Federal Highway Administration (FHWA), Caltrans, and others.

Previous Work: Attendance in various webinars such as SB 1, and SB 743 implementation for rural agencies.

Task Elements:

- Attendance by staff for necessary workshops, conferences, webinars, and/or other transportation planning events.

Expected Products:

- Training documentation and attendance.

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2021

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$4,000	\$3,000	\$7,000

## Work Element 200—Regional Transportation Series

The tasks of this Work Element are to maintain, monitor, and amend as needed the Regional Transportation Plan (RTP). This task is performed cooperatively by Mono County and Town of Mammoth Lakes staff. The series includes RTP development, monitoring, and multi-modal planning efforts.

### 200.1 Regional Transportation Plan (formerly WE 200-12-0)

Purpose: The objective of the RTP is to maintain an up to date transportation plan that furthers the goals, policies, actions, and assessment of current modes on a regional and local basis. This element also coordinates other agency documents that are transportation-related (such as the TOML and Mono County Housing Elements).

Previous Work: Update and adoption of the 2019 Regional Transportation Plan and CEQA adoption documentation.

#### Task Elements:

- Evaluate and revise transportation policies as needed. This includes identification of future transportation needs/improvements.
- Continue public engagement and outreach to community groups on transportation-related topics.
- Review state and federal agency planning documents for consistency with 2019 RTP.
- Review capital improvement programs from TOML and County for consistency with 2019 RTP.

#### Expected Products:

- Reports on and agendas from meetings with Regional Planning Advisory Committees (RPACs) and/or other stakeholders on transportation-related issues
- Identification of future community needs and opportunities for RTP implementation
- Determine RTP amendments as necessary to comply with Regional Transportation Guidelines

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2021

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$5,000	\$6,000

## 200.2 Regional Transportation Plan Monitoring (formerly WE 202-16-1)

Purpose: Regional transportation is a changing environment that must be monitored to remain up to date on legislation, funding opportunities, and current planning efforts. The purpose of this Work Element is to stay current on legislation and statutory requirements to maintain an adequate RTP.

Previous Work: This work element has been separated out to highlight legislation tracking and planning document review to ensure consistency in all planning efforts with the adopted Regional Transportation Plan. Past and current examples include; Proposition 6 (effort to repeal SB 1), SB 152 (changes to Active Transportation Program formulas), SB 743 (VMT implementation), and Coronavirus Aid, Relief and Economic Security Act (CARES).

### Task Elements:

- Track transportation state and federal legislation
- Track new funding opportunities
- Review California Transportation Commission (CTC) and/or Caltrans policy changes
- Provide RTP consistency with Regional Transportation Improvement Program

### Expected Products:

- RTP amendments as necessary
- Additional funding opportunities
- Correspondence to state and federal representatives on areas of concern (as determined by the Commission)

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2021

### Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$1,000	\$5,000	\$6,000

### 200.3 Multi Modal Planning (WE 900-12-0) RPA funded

Purpose: Development of and implementation of multi-modal transportation plans for the TOML and County. Examples include: Mobility Element, Mobility Hub, Walk Bike Ride, and other programs. This would also include updates to the TOML transportation model. These plans and models would provide for coordinated development programs that include housing, transit, bike, and pedestrian transportation facilities.

Previous Work: This work element is a multi-year effort. The TOML continues to work on the update to its transportation model. This has been separated out to highlight legislation tracking and planning document review to ensure consistency in all planning efforts with the adopted Regional Transportation Plan. Past and current examples include; Proposition 6 (effort to repeal SB 1), SB 152 (changes to Active Transportation Program formulas), SB 743 (VMT implementation), and Coronavirus Aid, Relief and Economic Security Act (CARES).

#### Task Elements:

- Completion of TOML new traffic model
- Complete TOML Mobility Hub study
- RTP integration of TOML Transportation Planning documents and modeling analysis

#### Expected Products:

- Updated RTP and policy changes as needed
- Identification of Transportation needs of the Parcel
- Various TOML Planning Documents, including Mobility Hub Study

Estimated Benchmarks: TOML traffic model – August 2020, Mobility Hub study – January 2021, Transportation studies to support development of the Parcel – July 2021

Estimated Completion Date: Major components of this work element are estimated to be completed by June 2021.

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	60,000	\$5,000	\$65,000

## 200.4 Multi Modal Planning (WE 900-12-0) PPM funded

Purpose: Development of and implementation of multi-modal transportation plans for the TOML and County. Examples include: Mobility Element, Mobility Hub, Walk Bike Ride, and other programs. This would also include updates to the TOML transportation model. These plans and models would provide for coordinated development programs that include housing, transit, bike, and pedestrian transportation facilities.

Previous Work: This work element is a multi-year effort. The TOML continues to work on the update to its transportation model. This has been separated out to highlight legislation tracking and planning document review to ensure consistency in all planning efforts with the adopted Regional Transportation Plan. Past and current examples include; Proposition 6 (effort to repeal SB 1), SB 152 (changes to Active Transportation Program formulas), SB 743 (VMT implementation), and Coronavirus Aid, Relief and Economic Security Act (CARES).

### Task Elements:

- Implementation of TOML new traffic model

### Expected Products:

- Integrated traffic model for TOML
- TOML Planning Documents under WE 200.3 that may require implementation with PPM funds

Estimated Benchmarks: TOML traffic model – August 2020, Transportation studies to support development of the Parcel – July 2021

Estimated Completion Date: Major components of this work element are estimated to be completed by June 2021.

### Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM	10,000		\$10,000

## Work Element 300—Vehicles Miles Traveled and Implementation

The task of this Work Element is compliance and implementation of Senate Bill 743 mandated by the Governor’s Office of Planning and Research (OPR) to develop a new metric for determining the level of significance of transportation impacts under the California Environmental Quality Act (CEQA).

### 300.1 VMT Planning and Implementation (new)

Purpose: California Senate Bill 743 (SB 743) represents a change in land use development planning and potential transportation impacts. The law changes how transportation impacts are measured in the review of land use and transportation plans and projects under the California Environmental Quality Act (CEQA). SB 743 removes automobile delay as the primary measure of transportation impacts of environmental significance, typically measured by traffic level of service (LOS), and replaces it with vehicle-miles traveled (VMT). Once this study is completed, this item would reside under WE 900.1 as an on-going work element. Some of the funding is from SB 2 Planning Grant received by the Community Development Department for jobs housing balance and VMT needs.

Previous Work: This is a new work element.

#### Task Elements:

- Prepare request for proposal (RFP) for VMT study and VMT CEQA checklist
- Select consultant
- Review administrative draft study
- Adopt VMT study
- Amend the RTP

#### Expected Products:

- RFP and consultant selection
- Administrative review of draft VMT study
- Final VMT study and VMT CEQA checklist
- RTP amendment

Estimated Benchmarks: RFP – August 2020, Consultant selection Fall/Winter 2020, Draft VMT study – Spring 2021, Adopt VMT study – Summer 2021, RTP amendment – Fall 2021

Estimated Completion Date: Fall 2021

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$	\$20,000	\$20,000
SB 2 Grant	\$	\$30,000	\$30,000

## Work Element 400—Grants

The purpose of this Work Element accounts for two transportation grants received in 2020. These one time grants, and the Work Element will be removed upon close out of the grants.

### 400.1 June Lake Loop Active Transportation Plan / Sustainable Communities Grant

Purpose: This grant will develop an Active Transportation Plan for the June Lake Loop that will identify priority areas for pedestrians and cyclists to walk or bike along or across SR 158.

Previous Work: This is a new work element.

Task Elements:

- Project Planning and Coordination
- Community Outreach including local, state, and federal agencies
- Community Engagement
- Draft and Final Plan
- Grant Administration

Expected Products:

- Meeting agendas, data collection, outreach efforts, and stakeholder groups
- Charrette schedule, materials, and meeting presentations
- Draft and final plan
- Grant administration and final closeout

Estimated Benchmarks: Project Planning and Coordination – June 2022, Community Outreach – Spring 2021, Community Engagement – Summer 2021, Draft and Final Plan – Winter of 2022, Grant Closeout – Summer 2022

Estimated Completion Date: Summer of 2022

Funding:

	Mammoth Lakes	Mono County
RPA	\$	\$10,000
In-Kind	\$	\$8,798
SC Grant	\$	\$145,089
	<b>Total</b>	\$163,887

## 400.2 ESTA Short Range Transit Plan & Coordinated Human Services Plan

Purpose: This grant will develop a Short Range Transit Plan and Coordinated Human Service Plan for Eastern Sierra Transit Authority (ESTA).

Previous Work: This is a new work element.

### Task Elements:

- Project Initiation
- Review of Existing Conditions
- Public Outreach
- Security and Technology
- Needs Assessment & Alternatives Analysis
- Coordinated Strategies
- Short Range Transit Plan & Coordinated Human Service Plan
- Grant Management

### Expected Products:

- Meeting agendas, Consultant Selection,
- Comprehensive review of area characteristics, Driver Retention report, Maintenance Program report
- Stakeholder meetings, Technology and Security report
- Alternatives Analysis and Coordinated Strategies
- Draft and final plan

Estimated Benchmarks: Project Initiation, Review of Existing Conditions, Public Outreach – Summer/Fall 2020, Security and Technology Report – January 2021, Alternatives Analysis & Coordinated Strategies – March/April 2021, Draft and Final Plan –Summer 2021, Grant Closeout – Fall 2021

Estimated Completion Date: Fall 2021

### Funding:

	Mammoth Lakes	Mono County
RPA		\$10,000
In Kind		\$11,628
Strategic Partnership Grant	\$	\$113,372
	<b>Total</b>	\$135,000

## Work Element 700—Regional Transportation Improvement Program (RTIP) and Project Development Series

The RTIP and Project Development Series is the design and programming of various work elements for projects that are ready for construction funding. The funding may come from a variety of federal (FTIP, grants), State (STIP, grants) and local sources (SB 1, grants).

### 700.1 RTIP (formerly WE 701-12-1)

Purpose: The RTIP is a two-year planning and programming document that is adopted in odd calendar years. The funds can be used for road, transit, bike, and pedestrian construction projects. The funding comes from a variety of federal, state, and local sources. Regional and local projects cannot be programmed or allocated by the California Transportation Commission (CTC) without a current RTIP.

Previous Work: Adoption of 2020 RTIP, Consistency determination of the 2020 RTIP to the 2019 Regional Transportation Plan, and consistency of the 2020 RTIP with CTC guidelines.

#### Task Elements:

- Coordinate with statewide, regional, and local planning agencies on future capital projects
- Coordinate with MOU partners on funding and revised MOU time frames when necessary
- Develop programming needs and/or projects for the 2022 RTIP
- Monitor / amend the 2020 RTIP as necessary

#### Expected Products:

- This is an ongoing project and applies to development of any amendments needed for the 2020 RTIP
- Identification of any 2022 RTIP needs

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: March 2021

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$1,000	\$2,000

## 700.2 Project Development Work / Project Study Reports (formerly 700-12-0)

Purpose: This WE will develop Project Initiation Documents (PID) and Project Study Reports (PSR) for future construction programming. PIDs are planning documents used to determine the type and scope of a project. PSRs are a type of PID document that include engineering reports on the scope, schedule, and estimated cost of a project. A PSR is used to program the project for State Transportation Improvement Program (STIP) funding.

PID and PSR work under this element can also include development of trail projects with Active Transportation Program (ATP) or Recreational Trails Program (RTP) funding opportunities.

Previous Work: PSRs to support RTIP funding in 2020. Examples include; Long Valley PSR, Airport Road PSR, TOML Local Roads PSR, and Eastside Lane phase 2 PSR.

### Task Elements:

- Complete necessary engineering, and technical studies to support the development of PSR's and PID's
- Conduct public outreach and research to support the development of PSR's and PID's
- Maintain a list of fundable and construction ready projects
- Review emergency access routes for PSR development consistent with Local Hazard Mitigation Plan (LHMP)

### Expected Products:

- PIDs and PSRs development
- Other technical studies needed for project development

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: May/June 2021

### Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>PPM</b>	\$50,000	\$50,000	\$100,000

## Work Element 800—Regional Transportation Planning Series

This Work Element is to improve multi-modal access between the Eastern Sierra and other regions, such as Nevada, Southern, and Central California. Interagency partners include National Park Service, US Forest Service, Kern Council Of Governments (COG), San Bernardino County Transportation Agency (SBCTA), and Inyo County LTC.

### 800.1. Regional Transportation Planning (formerly 800-12-1)

Purpose: This work element includes coordinating with Rural Counties Task Force (RCTF), Kern Council of Governments, San Bernardino County Transportation Agency, and Inyo County Local Transportation Commission on current issues, funding opportunities, and MOU projects. Kern COG, SBCTA, Inyo, and Mono LTCs make up the Eastern California Transportation Planning Partnership.

Previous work: Staff participation and attendance with the Eastern California Transportation Planning Partnership (ECTPP), and Rural Counties Task Force. The ECTPP and staff met twice last year. RCTF and staff participated in five meetings last year.

#### Task Elements:

- Serve as a member of Eastern California Transportation Planning Partnership
- Monitor MOU projects between SBCTA, Inyo County, and Kern Council Of Governments (COG) and make/review any necessary changes to existing MOU's
- Participate in Rural Counties Task Force (RCTF) via phone/video conference
- Participate as needed with the Mono County Collaborative Planning Team
- Work collaboratively with Inyo and Humboldt-Toiyabe National Forest, Bureau of Land Management, and National Park Service as needed

#### Expected Products:

- Attendance at Collaborative Planning Team meetings
- Update MOUs and coordination of funding for each agency
- Rural Counties Task Force (RCTF) meetings on statewide transportation matters, including SB 743
- Attendance at Rural Counties Task Force meetings once a quarter via phone conference as available

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: This is an annual work element

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$3,000	\$4,000

## 800.2 Regional Transit Planning and Coordination (formerly WE 300-12-0)

Purpose: Coordination on transit and transit related issues and/or policies with Easter Sierra Transit Authority (ESTA) and Yosemite Area Regional Transit System (YARTS). This may include holding public transit workshops to identify transit issues, unmet needs, planning additional service routes, and coordination between transit operators and the Commission.

Previous work: Staff and Commission participation with YARTS on 2020 summer service (123 service days) and increase in annual in LTF funding (now \$40,000/yr). In conjunction with ESTA, conduct unmet transit and transportation needs with RPACs.

### Task Elements:

- Attend stakeholder meetings as appropriate
- Conduct community outreach on an annual basis
- Conduct seasonal transit workshop – these would be general transit needs meetings with TOML, RPAC groups and other interested nonprofits
- Meet with Social Service Advisory Committee (SSTAC) members as needed
- Collect Unmet Transit needs for community
- Incorporate Intelligent Transportation System (ITS) Plan policy into transit plans

### Expected Products:

- Identify Unmet and regional transit needs for annual Local Transportation Fund allocation in June of each fiscal year. This may include community meeting agendas, comments, and outcomes for Unmet Transit needs
- Identification of any general or contractual transit needs or service issues within the region
- Participation with YARTS, including support to the Authority Advisory Committee and Governing Board and consideration of annual operating schedules or funding
- Annual allocation of STA and LTF funds

Estimated Benchmarks: Unmet Transit needs process January – June 2021, Consultation with YARTS – February 2021, Annual STA/LTF allocations June 2021

Estimated Completion Date: June 2021

### Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$1,000	\$4,000	\$5,000

## 900 Asset Management and Traffic Issues

Mono County and the Town of Mammoth Lakes make base operational decisions and work priorities from data. For the past two decades, the organizations have incrementally developed a comprehensive enterprise-scale GIS to house the information necessary to make those decisions and continue to prioritize work efforts to keep the information within Asset Management up to date.

This is fundamentally important as we strive for data-driven decision making in the way that we manage transportation assets throughout the region. To ensure that we can continue doing so in the future, there is an ongoing commitment of staff resources and funding to ensure that we have the appropriate data needed to drive and carry projects.

At the core of this is a series of transportation and asset management datasets which contain information on a variety of elements which exist within the right of way and are managed as part of our overall transportation infrastructure. In order to adequately perform planning work for future efforts, we must continue to maintain this data to ensure that we have the right information to help with our decision making.

### 900.1 Planning, Monitoring, and Traffic Management Issues (formerly 900-12-0)

Purpose: The purpose of this Work Element is to provide for the planning, review and monitoring of various transportation improvements and traffic management issues. These tasks support local and regional transportation planning, including safety, multimodal infrastructure, vehicle use, vehicle miles traveled, bike and pedestrian counts, etc.

Previous work: TOML Biannual Traffic Study, Town Annual Traffic Report, and North Village Cut-Through Study, TOML VMT modeling

#### Task Elements:

- Conduct applicable reviews, such as analysis of non-motorized features
- Conduct street parking management studies
- Perform studies such as: traffic volume, speed studies, turning movements, VMTs, and sight distance studies
- Conduct pedestrian / bike user counts

#### Expected Products:

- Staff support on the Mobility Element update to help identify future projects under Walk, Bike, Ride
- Various TOML studies (traffic volume, speed, turning movements, sight distance studies, VMT surveys and background data, and bike/ped counts)
- Update to TOML VMT model

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2021

Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$7,000	\$2,000	\$9,000

## 900.2 Regional Data Collection Equipment (formerly 902-12-2)

Purpose: This Work Element will purchase equipment for counting vehicles, cyclists, and pedestrians. WE may include associated software to support current monitoring and transportation planning activities. Data collected through purchased equipment will be used to analyze the use (number, patterns, and trends) of various transportation facilities, including sidewalks, bike trails, and roadways and will be used to aid in planning future transportation policies, programs, and capital projects to improve safety and reduce vehicle use at the local level.

Previous work: Annual purchase of equipment. Collection of trail use data for Lower Rock Creek Trail (a first for the County).

### Task Elements:

- Purchase equipment and software if necessary
- Purchase trail counters

### Expected Products:

- Purchase of equipment
- Purchase and installation of trail and or traffic counters
- Reports compiled and usage rates determined at various recreation hubs. This data will be used to implement WE 900.1 and 900.3.
- Collection of trail and traffic counts

Estimated Benchmarks: Order trail counters – Summer 2020, take delivery of trail counters summer 2020

Estimated Completion Date: June of 2021

### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$5000	\$6000	\$11,000

### 900.3 Regional Asset Management System - RPA (formerly 903-12-1)

Purpose: This work element is done on a regional basis to provide a comprehensive and consistent program around asset management. Because the staff necessary to do the appropriate work are County employees, 100% of the budget is allocated to the County, despite the fact that some of the work being done is within and for the TOML.

This work element covers staff time necessary to continually develop and maintain an inventory of Right-of-Way, encroachments, culverts, signs, and other transportation issues or facilities in order to have the best possible data on current and or future projects. This quantitative baseline data helps staff analyze and prioritize potential projects.

Previous Work: On going work to develop and maintain an Asset Management System to help inventory and track transportation infrastructure.

#### Task Elements:

- Catalog and report all transportation related infrastructure as a baseline quantitative data set. These may include current pavement conditions, ROWs, culverts, signs, traffic counts, trail counts, center line data, lane miles, etc.
- Improve centerline data quality
- Integrate linear reference information into future projects
- Provide support to TOML and for County regarding transportation data base requests

#### Expected Products:

- Updated transportation and attribute data to ensure accuracy of GIS
- Reports that prioritize, and plan future projects related to asset management information (decision tool)

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2021

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA		\$30,500	\$30,500

#### 900.4 Regional Asset Management System - PPM (formerly 903-12-1)

Purpose: This work element is done on a regional basis to provide a comprehensive and consistent program around asset management. Because the staff necessary to do the appropriate work are County employees, 100% of the budget is allocated to the County, despite the fact that some of the work being done is within and for the TOML.

This work element covers staff time necessary to continually develop and maintain an inventory of Right-of-Way, encroachments, culverts, signs, and other transportation issues or facilities in order to have the best possible data on current and or future projects. This quantitative data is used for project development such as PIDs and PSRs.

Previous Work: On-going work to develop and maintain an Asset Management System to help inventory and track transportation infrastructure. This data is used to develop PIDs, PSRs, and capital projects.

#### Task Elements:

- Catalog and report all transportation related infrastructure including current pavement condition information and Pavement Management System (PMS)
- Provide reports to plan future maintenance in a cost-effective matter
- Improve center line data quality
- Integrate linear reference dataset into highway and road projects
- Provide support to TOML for County and TOML on transportation data request

#### Expected Products:

- Asset management data used to develop PIDs and PSRs
- Findings integrated into existing plans such as the five-year Capital Improvement Plan and the Transportation Asset Management Plan

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2021

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM	\$	\$25,000	\$25,000

### 900.5 Air Quality Monitoring and Planning TOML (formerly 803-13-1)

Purpose: The purpose of this work element is to offset a portion of the cost for the daily monitoring and collection of air pollution data in Mammoth Lakes associated with particulate matter created by vehicle use (cinders and tire wear) and other emissions in Mammoth Lakes. The data is utilized to monitor the effects of Vehicle Miles Traveled on air pollution and measure the effects of proposed or implemented transportation infrastructure improvements and maintenance policies. The work effort supports the policies and programs of the Great Basin Unified Air Pollution Control District, which coordinates regional air quality monitoring and improvement programs.

Task Elements & Products:

- Annual daily air pollution data and reporting

Estimated Benchmarks: N/A

Estimated Completion Date: On-going work element

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$500	\$	\$500

### 900.6 Regional Trails Planning (formerly WE 201-12-1)

Purpose: This work element will review community projects and implementation of the Trail and Bike Plans. This component may also consider Off Highway Vehicle (OHV) connections within and adjoining communities with public lands (combined use roads). Significant planning efforts and various design standards have been developed by the TOML, Mammoth Lakes Trails and Public Access (MLTPA), and Mammoth Lakes Recreation (MLR). Trail planning within the County will follow existing templates, and standards where possible.

Previous work: Met with trail proponents (Community Service Area 1 and MLR) on projects in the greater Long Valley area. Staff has reviewed future road rehabilitation projects for incorporation of bike lanes and other features where appropriate. Staff meets quarterly with Mammoth Lakes Recreation (MLR) to collaborate on various bike/pedestrian activities throughout the County. Supported Adventure Cycling Association pursuit of USBR 85 through Mono County.

Staff will incorporate previous studies into this GIS task/data layer. Project Study Reports (PSRs) and any related work on specific trail development or implementation will be funded with PPM funds or CSA 1/5 funding.

#### Task Elements:

- Conduct collection of GIS data and mapping to plan for future trail alignments
- Continue agency collaboration for trails planning and multi-modal accessibility including possible OHV connections (Combined Use Roads)
- Develop and refine trails plans and concepts for bike/pedestrian system components where there is an interest
- Investigate and identify funding sources for trail projects
- Develop mapping and baseline data for inclusion into WE 900.3
- Work with BLM, USFS, TOML, and MLR to ensure cohesive trail planning
- Develop a Regional Trails Plan for greater Long Valley area (CSA 1 trails and connectivity plan – Tom’s Place, Whitmore, to Sherwin Creek / Sawmill Cutoff Road)
- Continue work on North County Regional Trails Network – Bridgeport and Antelope Valleys

#### Expected Products:

- Preliminary trail alignments for Long Valley area CSA 1
- Long Valley area CSA 1 trails program from Tom’s Place, Whitmore, to Sherwin Creek / Sawmill Cutoff Road
- Combined Use demonstration plan that would make OHV connections with communities and adjoining public lands

Estimated Benchmarks: Preliminary trail alignments – Summer / Fall 2020, Long Valley area CSA 1 trails program – June 2021

Estimated Completion Date: On going tasks

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$2,000	\$2,000	\$4,000
CSA Funds		TBD	

900.7 Community Traffic Calming, Complete Streets and Design Standards (formerly 804-15-1)

Purpose: Develop and maintain standards for complete streets and traffic calming measures for application in neighborhoods and community areas to increase safety and livability for Mono County communities. RTP policies require transportation improvements to consider complete streets and other traffic calming measures.

Task Elements:

- Continue to conduct community transportation planning efforts including, Main Street Projects (Bridgeport, Lee Vining, June Lake), Corridor Management Plan, etc.
- Conduct review of June Lake Village traffic patterns, conduct traffic counts, parking and snow storage constraints, and possible solutions to improve circulation in the Village
- Assess neighborhood & community issues, opportunities & constraints in the unincorporated area, with a focus on June Lake
- Draft new county road standards

Expected Products:

- Update of Mono County Road Standards

Estimated Benchmarks: Update of Mono County Road Standards – June of 2021

Estimated Completion Date: June of 2021

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA		\$5,000	\$5,000

Work Elements	Work Task		RPA/PPM Budget and Funding Breakdown					
	Task #	Description	Town of Mammoth Lakes		Mono County		TOTAL COST	
			PPM	RPA	PPM	RPA	PPM	RPA
100 Agency Administration and Management	100.1	General Administration and Management		5000		10000	0	15000
	100.2	Overall Work Program Development and Administration		8000		9000	0	17000
	100.3	Training and Professional Development <i>(WE 1000)</i>		4000		3000	0	7000
200 Regional Transportation Series	200.1	Regional Transportation Plan		1000		5000	0	6000
	200.2	Regional Transportation Plan Implementation <i>(WE 202-16-1)</i>		1000		5000	0	6000
	200.3	Multi Modal Planning (RPA)		60000		5000		65000
	200.4	Multi Modal Planning (PPM)	10000				10000	
	300.1	VMT and Implementation				20000		20000
					SB 2 funds	30000		
	400.1	June Lake Loop ATP / SC Grant				10000		10000
	400.2	ESTA Short Range Transit Plan / Grant				10000		10000
	700.1	RTIP <i>(WE 701-12-1)</i>		1000		2000	0	3000
	700.2	Project Development / PSR work <i>(WE 700-12-0)</i>	50000		50000		100000	0
800 Interregional Transportation Series	800.1	Interregional Planning <i>(WE 800-12-1)</i>		1000		3000	0	4000
	800.2	Regional Transit Planning and Coordination <i>(WE 300-12-0)</i>		1000		4000	0	5000
	900.1	Planning, Monitoring and Traffic Management Issues <i>(WE 900-12-0)</i>		7000		2000	0	9000
	900.2	Regional Data Collection Equipment <i>(WE 902-12-2)</i>		5000		6000	0	11000
900 Asset Management & Traffic	900.3	Regional Asset Management System - RPA <i>(WE 903-12-1)</i>				30500	0	30500
	900.4	Regional Asset Management System - PPM <i>(WE 903-12-1)</i>			25000		25000	
	900.5	Air Quality Monitoring and Planning TOML		500				500
	900.6	Regional Trails Planning <i>(WE 201-12-1)</i>		2000		2000		4000
					CSA 1 funds	TBD		
	900.7	Community Traffic Calming, Complete Streets & Design Standards <i>(WE 804-15-1)</i>				5000		5000

Subtotal funding amounts \$ 135,000 \$ 228,000

RPA \$ 230,000.00  
 PPM \$ 135,000.00  
 rollover any rollover will augment base budget with formal amendment

## GLOSSARY OF TERMS AND ACRONYMS

Active Transportation Program (ATP): Created in 2013 by the passage of SB 99 and AB 101, the Active Transportation Program consolidates existing federal and state transportation programs into a single program with a focus to make California a national leader in active transportation. The purpose of the Active Transportation Program is to encourage increased use of active modes of transportation by achieving the following goals:

- ◆ Increase the proportion of trips accomplished by biking and walking,
- ◆ Increase safety and mobility for non-motorized users,
- ◆ Advance the active transportation efforts of regional agencies to achieve Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008) and SB 341 (of 2009),
- ◆ Enhance public health and ensure that disadvantaged communities fully share in the benefits of the program, and
- ◆ Provide a broad spectrum of projects to benefit many types of active transportation users.

Airport Land Use Commission (ALUC): The fundamental purpose of ALUCs is to promote land use compatibility around airports. As expressed in state statutes, this purpose is "... to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within areas around public airports to the extent that these areas are not already devoted to incompatible uses." The statutes give ALUCs two principal powers by which to accomplish this objective:

1. ALUCs must prepare and adopt an airport land use plan; and
2. ALUCs must review the plans, regulations, and other actions of local agencies and airport operators for consistency with that plan.

California Environmental Quality Act (CEQA): A statute that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible.

Community Service Areas (CSA): A body that provides services to specific areas of the County. Typical services include may include services not provided by Special Districts or services not provided on a Countywide basis. Examples include, TV service, parks and recreational services, fire/police, mosquito abatement, and/or other community needs. CSA spending is dependent on Board of Supervisor approval.

Eastern California Transportation Planning Partnership (ECTPP): This group is made of Inyo County Local Transportation Commission (ICLTC), Kern Council of Governments (Kern COG), MCLTC, San Bernardino County Transportation Agency (SBCTA), and Caltrans District 9. Other Caltrans Districts also participate (District 6 in Fresno and District 8 San Bernardino ) depending on project location or District involvement.

Eastern Sierra Transit Authority (ESTA): The Eastern Sierra Transit Authority (ESTA) was established in November of 2006 as a Joint Powers Authority between the Counties of Inyo, Mono, the City of Bishop, and the Town of Mammoth Lakes. ESTA is the public transit agency created to provide for public transportation in and for the four member jurisdictions and throughout the entire Eastern Sierra region.

Federal Highway Administration (FHWA): An agency within the U.S. Department of Transportation that supports state and local governments in the design, construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands).

Fixing America's Surface Transportation (FAST) Act: A federal law enacted in 2015 to provide long-term funding for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs.

Interregional Transportation Improvement Program (ITIP): The ITIP is a five-year program of projects funded through the State Transportation Improvement Program (STIP) that obtains funding primarily through the per-gallon State tax on gasoline. The ITIP is prepared by the California Department of Transportation (Caltrans) and is submitted to the California Transportation Commission (CTC) for approval.

Local Transportation Fund (LTF): The LTF is derived from a 1/4-cent general sales tax collected statewide. The State Board of Equalization, based on the sales tax collected in each county, returns the sales tax revenues to each county's LTF. The LTF was created in 1971 when legislation was passed to provide funding to counties for transit and non-transit related purposes.

Memorandum of Understanding (MOU): An agreement between two (or more) parties. It expresses a convergence of will between the parties, indicating an intended common line of action. Many government agencies use MOUs to define a relationship between agencies.

Metropolitan Planning Organization (MPO): MPOs are the regional planning entities in urbanized areas, usually an area with a population of 50,000 or more. There are 18 MPOs in California, accounting for approximately 98% of the state's population.

Mono County Local Transportation Commission (MCLTC): MCLTC is the recognized RTPA for the Town of Mammoth Lakes and County.

Overall Work Program (OWP): MCLTC annually adopts a budget through the preparation of an Overall Work Program. This work program describes the planning projects and activities or work elements that are to be funded, and the type of funds that will pay for the expenditures.

Planning, Programming, and Monitoring (PPM): PPM is funding allocated by the California Transportation Commission (CTC) through the State Transportation Improvement Program (STIP). Designated uses of PPM include:

- ◆ Regional transportation planning – includes development and preparation of the regional transportation plan;
- ◆ Project planning – includes the development of project study reports or major investment studies conducted by regional agencies or by local agencies, in cooperation with regional agencies;
- ◆ Program development – includes the preparation of regional transportation improvement;
- ◆ Monitoring the implementation of STIP projects – includes project delivery, timely use of funds, and compliance with state law and CTC guidelines.

*Project Initiation Document (PID)*: a report that documents the purpose, need, scope, cost, and schedule for a transportation project. The PID identifies and describes the viable alternatives to a transportation problem.

*Project Study Report (PSR)*: A report of preliminary engineering efforts, including a detailed alternatives analysis, cost, schedule, and scope information for a transportation project. A PSR also includes estimated schedule and costs for environmental mitigation and permit compliance.

*Regional Transportation Improvement Program (RTIP)*: MCLTC submits regional transportation projects to the California Transportation Commission (CTC) for funding in a list called the RTIP. The RTIP is a five-year program that is updated every two years. Projects in the RTIP are funded from the Regional Improvement Program (RIP).

*Regional Transportation Plan (RTP)*: The Regional Transportation Plan has been developed to document transportation policy, actions, and funding recommendations that will meet the short- and long-term access and mobility needs of Mono County residents over the next 20 years. This document is designed to guide the systematic development of a comprehensive multi-modal transportation system for Mono County.

*Regional Transportation Planning Agency (RTPA)*: County or multi-county entities charged by state law in meeting certain transportation planning requirements. As the RTPA for Mono County, MCLTC coordinates transportation planning for the Town of Mammoth Lakes and County.

*Rural Counties Task Force (RCTF)*: There are 26 rural county Regional Transportation Planning Agencies (RTPAs) or Local Transportation Commissions represented on the Rural Counties Task Force (RCTF). The RCTF is an informal organization with no budget or staff that generally meets every other month. A member of the CTC usually acts as liaison to the RCTF, and CTC and Caltrans staff typically attend these meetings to explain and discuss changing statewide transportation issues that may be of concern to the rural counties.

*Rural Planning Assistance (RPA)*: Annually the 26 rural RTPAs receive state transportation planning funding, known as RPA, on a reimbursement basis, after costs are incurred and paid for using local funds.

*Social Services Transportation Advisory Council (SSTAC)*: Consists of representatives of potential transit users including the general public, seniors and/or disabled; social service providers for seniors, disabled, and persons of limited means. The SSTAC meets at least once annually and has the following responsibilities:

- ◆ To maintain and improve transportation services to County residents, particularly the elderly and transit dependent
- ◆ Review and recommend action to the MCLTC relative to the identification of unmet transit needs and advise the Commission on transit issues, including coordination and consolidation of specialized transportation services.
- ◆ Provide a forum for members to share information and concerns about existing elderly and handicapped transportation resources.

*State Transit Assistance (STA)*: These funds are provided by the State for the development and support of public transportation needs. They are allocated by the State Controller's Office to each county based on population and transit performance.

State Transportation Improvement Program (STIP): The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the Transportation Investment Fund and other funding sources. STIP programming generally occurs every two years. The STIP has two funding programs, the Regional Improvement Program, and the Interregional Improvement Program.

Transportation Development Act (TDA): The Transportation Development Act was enacted in 1971 and provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). The TDA funds a wide variety of transportation programs, including planning and programming activities, pedestrian and bicycle facilities, community transit services, and public transportation projects. One of MCLTC's major responsibilities is the administration of TDA funds.

Yosemite Area Regional Transportation System (YARTS): a joint powers agreement between Merced, Mariposa, and Mono Counties created in September 1999 to improve transportation to and from Yosemite National Park. YARTS provides seasonal transit service into the park from Mono County via SR 120.

# Mono County Local Transportation Commission

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P.O. Box 347  
Mammoth Lakes, CA 93546  
(760) 924-1800 phone, 924-1801 fax  
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P.O. Box 8  
Bridgeport, CA 93517  
(760) 932-5420 phone, 932-5431 fax

## Staff Report

August 10, 2020

**TO:** Mono County Local Transportation Commission

**FROM:** Gerry LeFrancois, Co-Executive Director

**SUBJECT:** Approve Resolution R20-06

**RECOMMENDATION:** Adopt Resolution R20-06 that would allow Co Executive Director to sign reimbursement requests, various grant components, and pass through funding agreements.

**FISCAL IMPLICATIONS:** Cost neutral.

**ENVIRONMENTAL COMPLIANCE:** N/A

**DISCUSSION:**

Caltrans, Federal Transit Administration (FTA), and/or Federal Highways Administration (FHWA) has numerous agreements and paperwork requirements for state and/or federal planning funds to be passed through to regional agencies. A recent example was a new requirement from Caltrans Headquarters that requires an LTC resolution that authorizes the Co-Executive Director to sign Regional Surface Transportation Program (RSTP) exchange funds agreements. These funds are a federal apportionment and passed through annually to the LTC, and the LTC authorizes use of these funds for various projects on an annual basis.

The proposed resolution would allow a Co-Executive Director the ability to sign this type of paperwork. Staff will typically bring these types of agreements before the LTC for your review and approval, but occasionally these agreements can be time sensitive.

**ATTACHMENTS:**

Resolution R20-06

**DRAFT RESOLUTION R20-06**  
**A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION**  
**AUTHORIZING THE CO-EXECUTIVE DIRECTOR'S SIGNATURE ON FUNDING**  
**AGREEMENTS**

**WHEREAS**, the Mono County Local Transportation Commission (hereinafter identified as the MCLTC) is the designated transportation planning agency for Mono County pursuant to Section 29535 of the Government Code and Action of the Secretary to Business, Transportation and Housing; and

**WHEREAS**, Caltrans, Federal Transit Administration (FTA), and/or Federal Highways Administration (FHWA) has numerous agreements and paperwork to authorize and allow for state or federal planning funds to be passed through to regional agencies; and

**WHEREAS**, these planning funds may include state Rural Planning Assistance (RPA), Regional Surface Transportation Program (RSTP), Highway Infrastructure Program (HIP), discretionary grant components of federal planning grants and any other federal or state funds administered by and through Caltrans; and

**WHEREAS**, this resolution authorizes the Co-Executive Director to sign necessary agreements to reimburse or receive pass through funding for the MCLTC.

**NOW, THEREFORE, BE IT RESOLVED** the MCLTC hereby authorizes the Co-Executive Director signature on reimbursement requests, various grant components, and pass through funding agreements.

Approved and adopted this 10th day of August 2020, by the following vote:

Ayes:  
 Noes:  
 Abstain:  
 Absent:

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Lynda Salcido, Chair  
 Mono County Local Transportation Commission

Approved as to form:

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Christy Milovich, Assistant County Counsel

ATTEST:

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Melissa Bell, Secretary



## COUNTY SERVICE AREA #1

Television Service

CROWLEY LAKE - LONG VALLEY

Post Office Box 3861

Mammoth Lakes, CA 93546

**July 9, 2020**

**Mono County Board of Supervisors**

**Bridgeport, CA 93517**

**Mono County CSA1 is requesting the Mono County Board of Supervisors to ban chip sealing of our roads and highways in Mono County.**

**Chip seal causes excessive road surface noise.**

**With the increased traffic, especially truck traffic, on Hwy 395 the new chip sealing project will raise the noise level drastically. The noise is more than a slight inconvenience to the small communities along 395. Broken sleep, elevated stress levels, raised blood pressure and mental health effects have been reported in other communities due to the excessive noise levels of using chip seal on roads. Increased noise levels will reduce the quality of life to those that live in the residential communities along Hwy 395.**

**Chip sealing roads are dangerous for bike riders.**

**California and Mono County continue to encourage biking by making bike lanes, trails and installing Share the Road signs. Chip sealing the roads and Hwy 395 provide an unsafe surface for bike riders. The chip sealing technique sloughs off gravel onto the bike lanes which then causes the bike riders to enter the auto lanes or drive through gravel, a dangerous situation either way. Crashing on chip seal is like sliding into a body-size cheese grater. Loose chip is harder to see than black ice, and about as terrifying when you hit it.**

**Chip sealing also causes cracks to windshields and scratches to the exterior of cars.**

**As an advisory board to the Mono County Supervisors we are asking the Board of Supervisors to take action to ban chip sealing of our roads and Highways in our County and to re-surface those that have been chip sealed.**

**CSA1 would also like to be able to give input to Government Contracts in our area during the planning stage. Please advise us on how we can be alerted on this matter in the future.**

**Respectfully,**

**Board of Directors**

**County Service Area No. 1**