

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800 phone, 924.1801 fax  
[commdev@mono.ca.gov](mailto:commdev@mono.ca.gov)

PO Box 8  
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## MEETING AGENDA

June 14<sup>th</sup>, 2021 – 9:00 A.M.

### TELECONFERENCE INFORMATION

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.

#### Important Notice to the Public Regarding COVID-19

Based on guidance from the California Department of Public Health and the California Governor’s Office, in order to minimize the spread of the COVID-19 virus, please note the following:

#### 1. Joining via Zoom

There is no physical location of the meeting open to the public. You may participate in the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

##### To join the meeting by computer

Visit: <https://monocounty.zoom.us/j/94640707042>

Or visit <https://www.zoom.us/> and click on “Join A Meeting.” **Use Zoom Meeting ID:**

To provide public comment (at appropriate times) during the meeting, press the “Raise Hand” hand button on your screen and wait to be acknowledged by the Chair or staff.

##### To join the meeting by telephone

Dial (669) 900-6833, then enter **Webinar ID:** 946 4070 7042

To provide public comment (at appropriate times) during the meeting, press \*9 to raise your hand and wait to be acknowledged by the Chair or staff.

#### 2. Viewing the Live Stream

You may also view the live stream of the meeting without the ability to comment **by visiting:**

[http://monocounty.granicus.com/MediaPlayer.php?publish\\_id=d60fada0-b059-49e0-b503-ddd2fc25340b](http://monocounty.granicus.com/MediaPlayer.php?publish_id=d60fada0-b059-49e0-b503-ddd2fc25340b)

#### 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. **PUBLIC COMMENT:** Opportunity to address the LTC on items not on the agenda. Please refer to the Teleconference information section to determine how to make public comment for this meeting.

#### 3. MINUTES

- A. Approval of minutes from May 10<sup>th</sup>, 2021 (p. 1)

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Jennifer Burrows

4. **LOCAL TRANSPORTATION**
  - A. Review analysis, take any public comments on Unmet Transit Needs, and adopt Resolution 21-04 (p. 4)
5. **CALTRANS**
  - A. Activities in Mono County & pertinent statewide information
6. **TRANSIT**
  - A. ESTA Update (*Phil Moores*)
  - B. YARTS Update (*Christine Chavez*)
7. **ADMINISTRATION**
  - A. State Transit Assistance (STA) allocation consideration and approval by Resolution 21-05 (p. 11)
  - B. Local Transportation Funds (LTF) allocation consideration and approval by Resolution 21-06 (p. 22)
  - C. Audit Engagement Letter for fiscal year ending on June 30, 2021, authorize Chair to sign (p. 28)
  - D. Consider a Memorandum of Understanding (MOU) to exchange Highway Improvement Program (HIP) funds to State Transportation Improvement Program (STIP) funds between Sacramento Area Council of Governments and the LTC (p. 35)
  - E. Review and adopt the 2021/22 Overall Work Program by Minute Order (MO) 21-04 (p. 39)
  - F. Consideration of LTC comment letter regarding proposed State Board of Forestry and Fire Protection Minimum Fire Safe Regulations (p. 83)
8. **QUARTERLY UPDATES**
  - A. July 12
9. **CORRESPONDENCE**

No item
10. **COMMISSIONER REPORTS**
11. **INFORMATIONAL**
  - A. CAPTI letter dated May 19, 2021
12. **UPCOMING AGENDA ITEMS**
  - A. Estimate of 2022 Regional Transportation Improvement Program (RTIP) funding
13. **ADJOURN TO July 12, 2021, at 9am**

**\*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).*

#### COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Jennifer Burrows

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## Draft Minutes

May 10, 2021 – 9:00 A.M.

**COUNTY COMMISSIONERS:** Jennifer Kreitz, John Peters, Rhonda Duggan

**TOWN COMMISSIONERS:** John Wentworth, Bill Sauser, Jennifer Burrows

**COUNTY STAFF:** Gerry LeFrancois, Wendy Sugimura, Megan Mahaffey, Bentley Regehr, Michael Draper, Chad Senior, Heidi Willson, Tony Dublino

**TOWN STAFF:** Haislip Hayes

**CALTRANS:** Dennee Alcalé, Jacob Burkholder, Mark Heckman

**ESTA:** Phil Moores

**YARTS:** Kate Molton

**Inyo County LTC:**

**Public:** Chelsea Goodwin, Fred Stump, Dan Holler, Kim Anaclerio, Mark, Molly Desbaillets,, Pat Espinosa, Rick Franz, Robert Hughes, [ygzman-rangel@mono.ca.gov](mailto:ygzman-rangel@mono.ca.gov), Member of the Public via zoom

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Chair Kreitz called the meeting to order at 9:01 a.m. Commissioner Duggan led the pledge of allegiance.
2. **PUBLIC COMMENT:** Opportunity to address the LTC on items not on the agenda. Please refer to the Teleconference information section to determine how to make public comment for this meeting.
  - Fred Stump: A bike rack for a bus showed up at the Long Valley fire station and is hoping that someone can use it instead of it going to the dump.
3. **MINUTES**
  - A. Approval of minutes from April 12, 2021 with corrections to the last name of Bill Sauser *Peters motioned; Duggan seconded*  
*Ayes: Duggan, Sauser, Burrows, Peters, Wentworth, Kreitz Motion passes 6-0*
4. **LOCAL TRANSPORTATION**
  - A. **9:00 am Public Hearing** Commission and the Social Services Transportation Advisory Council to receive public input and testimony, provide feedback to staff about the evaluation of unmet needs, and provide any other direction to staff. *(Michael Draper & Phil Moores)*
    - **Michael and Phil presented and answered questions from the Commission.**
    - Public hearing opened at 9:20 am-
    - Public Hearing closed at 9:32 am

### COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Jennifer Burrows

- B.** Discuss and approve Administrative Amendment 02 to current fiscal year 2020/21 Overall Work Program budget (*Gerry LeFrancois*)
- Gerry presented the budget and answered questions from the commission  
*Wentworth motioned; Peters seconded*  
*Ayes: Duggan, Sauser, Burrows, Peters, Wentworth, Kreitz Motion passes 6-0*
- C.** Discuss and consider adoption of the 2021/22 Overall Work Program (OWP) by Minute Order 21-04 (*Bentley Regehr & Gerry LeFrancois*)
- *Review the overall work program but will post-poner the adoption till next month. Bentley presented and answered questions from the commission.*
  - *Commissioner Wentworth- would like to see the draft for the OWP in advanced.*
  - *Commissioner Peters- 1) at what point will we include the connection between the Tioga Inn and Lee Vining? 2) Extreme interest in broadband- Dig once police-*
  - *Gerry- 1) Regional trails component 900.6- trying to get additional grants to help fund this project. Will add an additional bullet point item to discuss the connectivity between Tioga inn and Lee Vining*
  - *Haislip-1) recommends asking the Board of Supervisors to request a project study report to address the connection between the Tioga Inn and Lee Vining. 2) The "Dig once Policy" you can incentivize but cannot require.*
- 5. CALTRANS**
- A.** Activities in Mono County & pertinent statewide information (*Dist. 9 staff*)
- *Dennee, Jacob, and Mark presented and answered questions from the Commission*
- 6. TRANSIT**
- A.** ESTA Update (*Phil Moores*)
- 1.** Consideration and approval by Resolution R21-01 for Federal Fiscal Year 2021 Section 5311 Program of Projects (POP) for Eastern Sierra Transit Authority
    - Phil presented and answered questions from the commission  
*Sauser Motioned; Wentworth seconded*  
*Ayes: Duggan, Sauser, Burrows, Peters, Wentworth, Kreitz Motion passes 6-0*
  - 2.** Consideration and approval by Resolution R21-02 for FTA Section 5311(f) Intercity Bus Program Operating Assistance for the 395 Intercity Bus Routes
    - Phil presented and answered questions from the commission  
*Peters Motioned; Duggan seconded*  
*Ayes: Duggan, Sauser, Burrows, Peters, Wentworth, Kreitz Motion passes 6-0*
  - 3.** Consideration and approval by Resolution R21-03 for 5311 program Corona Relief and Response Supplemental Appropriations Act (CRRSAA) program
    - Phil presented and answered questions from the commission  
*Burrows Motioned; Sauser seconded*  
*Ayes: Duggan, Sauser, Burrows, Peters, Wentworth, Kreitz Motion passes 6-0*
- B.** YARTS Update (*Kate Molton*)
- *Kate gave an update and answered questions from the Commissioners*
- 7. ADMINISTRATION**
- A.** Consideration to approve the Chair's signature on the State Transportation Agency's Draft Climate Action Plan for Transportation Infrastructure (CAPTI) plan (*Gerry LeFrancois*)
- *Gerry presented and answered questions from the commission*

#### COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Jennifer Burrows

- B. Update on 2021 Mid-Cycle State Transportation Improvement Program (*Gerry LeFrancois*)
  - Gerry Presented and answered questions from the commission
- C. Tioga Pass Road update Yosemite National Park (*staff*)
  - *Gerry presented and answered questions from the commission*

**8. QUARTERLY UPDATES**

- A. Next quarterly update is July 12

**9. CORRESPONDENCE**

No items

**10. COMMISSIONER REPORTS**

- Commissioner Peters- No report
- Commissioner Wentworth- Town Counsel will be focusing on next fiscal year's priorities. Affordable Housing, stable recreational economy, and investment infrastructure.
- Commissioner Duggan- Dispersed camping and the need for proper and direct signage. Events are starting to be scheduled in Mammoth.
- Commissioner Sauser- No report
- Commissioner Burrows-No Report
- Chair Kreitz- Working on a letter of support to Congressman Obernolte dedicated local bridge funding and federal re-authorization

**11. INFORMATIONAL**

- A. Mono County LTC support letter for the Olancho/Cartago Four-Lane project under the Community Project Funding Request signed by Co-Executive Director

**12. UPCOMING AGENDA ITEMS**

- A. 2022 State Transportation Improvement Program (STIP)
- B. Unmet Adoption
- C. LTF and STA allocations
- D. Overall work program 21-22 for the commission's consideration

**13. ADJOURN TO June 14, 2021**

**\*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).*

**COMMISSIONERS**

Jennifer Kreitz John Peters Rhonda Duggan John Wentworth Bill Sauser Jennifer Burrows

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## Staff Report

June 14, 2021

**TO:** Mono County Local Transportation Commission

**FROM:** Michael Draper, Mono County Community Development Analyst

**SUBJECT:** Approve Resolution R21-04 on Unmet Transit Needs

**RECOMMENDATION:** Adopt Resolution R21-04 making findings that there are unmet transit needs, and certain needs are reasonable to meet.

**FISCAL IMPLICATIONS:** Cost neutral.

**ENVIRONMENTAL COMPLIANCE:** N/A

**POLICY CONSISTENCY:** Consistent with State law requirements for the unmet transit needs process (PUC §99401.5) and the annual public hearing for the citizen participation (PUC §99238).

**DISCUSSION:**

Prior to this meeting, the Mono County LTC and the Social Services Transportation Advisory Council (SSTAC) held a joint public hearing at the LTC's regular meeting on May 10, 2021, at 9:10 a.m. as required by State law to meet the Citizen Participation Process and the unmet needs process. As authorized by Gov. Newsom's Executive Orders, N-25-20 and N-29-20, the meeting was held remotely by livecast where members of the public had the right to observe and offer public comment. Public notices of these hearings were published in accordance with state law in local newspapers, and flyers printed in both Spanish and English were posted in Mono County offices.

The public hearing was to ensure broad community participation and solicit the input of transit-dependent and transit-disadvantaged persons, including the elderly, handicapped, and persons of limited means. This public hearing was also required prior to the LTC allocating any funds not directly related to public transportation services, specialized transportation services, or facilities provided for the exclusive use of pedestrians and bicycles. The hearing is an opportunity to solicit comments on unmet transit needs that may exist within Mono County and may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.

Throughout April and May 2021, The Eastern Sierra Transit Authority, in its role as the Consolidated Transportation Services Agency (CTSA) for Mono County and LTC staff, attended Regional Planning Advisory Committee (RPAC) or community meetings in Antelope Valley, Bridgeport, Mono Basin, and June Lake to ask public input. An additional hearing was

conducted at the Town of Mammoth Lake's Planning and Economic Development Commission (PEDC) meeting on June 9 to solicit input from town residents.

Public comments received through the CTSA's outreach, the LTC, and SSTAC public hearing are summarized in Attachment #2 to evaluate whether they are unmet needs, and whether they are reasonable to meet. Because this process also collects general comments on transit, the last column in the matrix offers actions and/or solutions to address all concerns raised.

**ATTACHMENTS**

1. LTC Resolution 98-01 defining "unmet transit needs" and "reasonable to meet."
2. Summary and analysis of public transit requests for fiscal year 2020-21.
3. Resolution R21-04.

**RESOLUTION 98-01**

**A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION  
COMMISSION DEFINING "REASONABLE TO MEET" AND "UNMET TRANSIT NEEDS"**

WHEREAS, the Mono County Local transportation Commission (MCLTC) is the designated transportation planning agency for the County of Mono pursuant to Government Code Section 29532 and action of the Secretary of Business, Transportation and Housing and, as such, has the responsibility under Public Utilities Code Section 99401.5 to determine definitions of "unmet transit needs" and "reasonable to meet"; and

NOW, THEREFORE, BE IT RESOLVED THAT the Mono County Local Transportation Commission does hereby define "unmet transit needs" as a need of Mono County elderly, disabled, low income, youth, and other transit dependent groups for transit service that is currently not available and, if provided for, would enable the transit dependent person to obtain the basic necessities of life primarily within Mono County. "Necessities of life" are defined as trips necessary for medical and dental services, essential personal business, employment, social service appointment, shopping for food or clothing, and social and recreational purposes.

BE IT FURTHER RESOLVED that the Mono County Transportation Commission does hereby define "reasonable to meet" as transit needs for the necessities of life which pertain to all public and/or specialized transportation services that:

- a. can be proven operationally feasible;
- b. can demonstrate community acceptance;
- c. would be available to the general public;
- d. can be proven to be economical; and
- e. can demonstrate cost effectiveness by meeting current fare box revenue requirements of the Mono LTC within two years

NOW, THEREFORE, BE IT RESOLVED that the herein contained definition and findings are consistent with the Mono County Regional Transportation Plan, 1998 Update.

PASSED, AND ADOPTED this 1<sup>st</sup> day of June, 1998 by the following Commission:

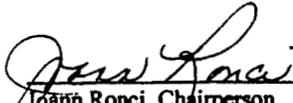
Ayes: Ronci, Hunt, Cage, Eastman, Inwood, Rowan.

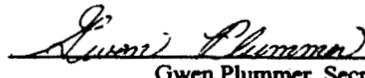
Noes:

Absent:

Abstain:

Attest:

  
Joan Ronci, Chairperson  
Mono LTC

  
Gwen Plummer, Secretary  
Mono LTC

**SUMMARY AND ANALYSIS OF PUBLIC TRANSIT REQUESTS FOR FISCAL YEAR 2020-21**

**QUALIFYING UNMET NEEDS**

	<b>Request</b>	<b>Unmet Need</b>	<b>Reasonable to Meet/Explanation</b>	<b>Costs/Actions/Solutions</b>
1.	Long Valley – request to extend/add a mid-town Bishop stop to expresses and 395 routes two days a week.	This is a request for a service for the purpose of obtaining necessities of life.	Reasonable to meet.	No measurable cost in that the added stop is along deadheading routes and very near existing service alignments.
2.	Walker and Bridgeport – Continue to fund the Dial-A-Ride service from Antelope Valley to Bridgeport for the purpose of receiving medical services.	This is a request for a service for the purpose of obtaining necessities of life.	Reasonable to meet under current conditions. The 2020 Mountain View wildfire destroyed the health clinic in Walker. Already being met	This is being offered and will continue.
3.	Provide an employee and visitor service between Mammoth and June Mountain during winter operation.	This is a request for services to obtain necessities of life.	Reasonable to meet on a limited basis.	The service currently exists on Tuesday's year around.
4.	Provide Spanish language services for Eastern Sierra Transit services.	ESTA adopted a Language Assistance Plan in August 2020. The Plan is accessible on ESTA's website under the Title VI link.	Already met	This program is active. The website and all ESTA services information is translated into Spanish and staff has resources to assist Spanish speaking passengers.
5.	Provide access to playgrounds while Mammoth Creek Park is under construction.	This is a request for service expansion to access necessities of life, including social and recreational purposes.	Already met	The Town of Mammoth Lakes has an extensive free transit system providing access to most of the Town's playgrounds and parks.

**NOT CONSIDERED TO BE AN UNMET NEED**

	<b>Request</b>	<b>Unmet Need</b>	<b>Reasonable to Meet/Explanation</b>	<b>Costs/Actions/Solutions</b>
6.	Add a bus stop at 395 and Sonora Junction	This is a request for a service expansion, for the purpose of getting necessities of life. The demand comes from PCT hikers wanting a ride.	Volume does not justify the service or expense.	The primary cost is bus stop infrastructure and administrative labor. A conservative estimate on cost is \$20,000. This assumes Caltrans permitting is successful for this location.

7.	Provide car-seats for passengers.	This is not a request for a service expansion, or service currently not available.	Not unmet need	We are happy to help families in need in any way we can. There are several non-profit organizations designed to provide this type of assistance.
8.	Provide evening service in Mammoth Lakes.	This is not a request for a service expansion, or service currently not available.	Service is currently available.	A town trolley operates every 30 minutes until 10:00 pm throughout the year. Between June 26-September 6, a night trolley operates until 2:00 am.
9.	Improve the reservation system.	This is not an unmet need. However, long wait times and complicated phone trees are problematic for passengers.	NA	NA

**RESOLUTION R21-04**  
**A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION**  
**MAKING FINDINGS REGARDING "REASONABLE TO MEET"**  
**AND "UNMET TRANSIT NEEDS"**

**WHEREAS**, the Mono County Local Transportation (MCLTC) is the designated transportation planning agency for the County of Mono pursuant to Government Code Section 29532 and action of the Secretary of Business, Transportation and Housing and, as such, has the responsibility under Public Utilities Code Section 99401.5 to determine definitions of "unmet transit needs" and "reasonable to meet"; and

**WHEREAS**, the MCLTC held an unmet needs hearing, and in keeping with Public Utilities Code Section 99401.5, the MCLTC has considered the size and location of identifiable groups likely to be dependent upon public or transit disadvantaged, has analyzed the adequacy of existing public transportation services, and potential alternative transportation services that would meet all or part of the transit demand; and

**WHEREAS**, MCLTC has received and considered public testimony on "whether or not there are unmet needs in Mono County" at a joint public hearing in Mono County with the Social Services Transit Advisory Council on May 10, 2021; and

**WHEREAS**, the MCLTC has previously defined the terms "unmet transit needs" and "reasonable to meet" by resolution; and

**WHEREAS**, the following table summarizes the Commission's determinations regarding conformance of unmet transit needs and additional requests with definitions of unmet transit needs and reasonable to meet:

<b>Transit Request</b>	<b>Unmet Need</b>	<b>Reasonable to Meet</b>
Extend/add a mid-town Bishop stop to expresses and 395 routes two days a week.	Yes	Yes
Provide Spanish language services for Eastern Sierra Transit services.	Yes	Yes

**NOW, THEREFORE, BE IT RESOLVED**, the MCLTC finds there are unmet needs that are reasonable to meet in Mono County.

**PASSED AND ADOPTED** this 14th day of June 2021, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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Jennifer Kreitz, Chair  
Mono County Local Transportation Commission

ATTEST:

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Heidi Willson, Secretary

Approved as to form:

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Christian Milovich, Assistant County Counsel

# Mono County Local Transportation Commission

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June 14, 2021

**TO:** Mono County Local Transportation Commission

**FROM:** Megan Mahaffey, LTC Accountant

**RE:** FY 2021-22 State Transit Assistance Fund (STA) apportionment and allocation

## RECOMMENDATION

Adopt Resolution R21-05 approving the apportionment and allocation for State Transit Assistance 2021-22 fiscal year.

## FINANCIAL IMPLICATIONS

The 2021-22 estimate, as provided by the State Controller's Office for STA funding, is \$229,132. Allocation of these funds is guided by the Transportation Development Act. This is \$71,684 below the 2020-21 STA estimate.

## DISCUSSION

The State Controller has estimated that Mono County's share of the STA 2021-22 allocation is \$229,132 as per the attached, with \$92,957 from PUC 99313 and \$136,175 from PUC 99314. The allocation is based on the Public Utilities Code sections 99313 and 99314. It should be noted that the Section 99314 allocation is based on the Annual Report of Financial Transactions of Transit Operators, as submitted by Eastern Sierra Transit Authority (ESTA). Reporting requirements result in ESTA's submitting one report for all services in Inyo and Mono counties. Therefore, the Section 99314 allocation reflects the regional allocation for both counties. Note that 30% of the 99314 funds will be directed to Inyo County (\$40,852). Staff has a claimant letter on file from ESTA for these funds, as required by the Transportation Development Act and State Law (Public Utilities Code Section 99313 and 99314). The attached resolution R21- allocates these funds to ESTA for transit operations as a pass-through entity.

For questions regarding this item, please contact Megan Mahaffey at 760.924.1836.

## ATTACHMENTS

- State Controller Apportionment Allocation Estimate FY 2021-22
- Resolution R21-05



**BETTY T. YEE**  
**California State Controller**

January 28, 2021

County Auditors Responsible for State Transit Assistance Funds  
 Transportation Planning Agencies  
 County Transportation Commissions  
 San Diego Metropolitan Transit System

**SUBJECT: Fiscal Year 2021-22 State Transit Assistance Allocation Preliminary Estimate**

Enclosed is a preliminary summary schedule of State Transit Assistance (STA) funds estimated to be allocated for fiscal year (FY) 2021-22 to each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) sections 99313 and 99314. Also enclosed is a schedule detailing the amount of the PUC section 99314 allocation for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. PUC section 99314 allocations are based on the revenue amount for each STA-eligible operator, determined from annual reports submitted to the State Controller's Office (SCO) pursuant to PUC section 99243. Pursuant to PUC section 99314.3, each TPA is required to allocate funds to the STA-eligible operators in the area of its jurisdiction.

According to the FY 2021-22 proposed California Budget, the estimated amount of STA funds budgeted is \$549,330,000. SCO anticipates the first quarter's allocation will be paid by November 30, 2021. Please refer to the schedule for the amounts that relate to your agency.

Please contact Mike Silvera by telephone at (916) 323-0704 or email at [msilvera@sco.ca.gov](mailto:msilvera@sco.ca.gov) with any questions, or for additional information.

Sincerely,

*(Original Signed By)*

MELMA DIZON  
 Manager  
 Local Apportionments Section

Enclosures

**STATE CONTROLLER'S OFFICE**  
**2021-22 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE**  
**SUMMARY**  
**JANUARY 28, 2021**

Regional Entity	PUC 99313 Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) Fiscal Year 2021-22 Estimate		PUC 99313 Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2021-22 Estimate		PUC 99314 Fiscal Year 2021-22 Estimate	Total Fiscal Year 2021-22 Estimate
	A		B		C	D= (A+B+C)
Metropolitan Transportation Commission	\$	29,630,300	\$	24,156,363	\$ 147,178,092	\$ 200,964,755
Sacramento Area Council of Governments		7,442,082		6,067,223	4,760,134	18,269,439
San Diego Association of Governments		3,683,165		3,002,733	1,636,098	8,321,996
San Diego Metropolitan Transit System		9,032,853		7,364,113	6,736,124	23,133,090
Tahoe Regional Planning Agency		408,668		333,171	43,403	785,242
Alpine County Transportation Commission		4,343		3,541	619	8,503
Amador County Transportation Commission		143,296		116,823	9,840	269,959
Butte County Association of Governments		799,815		652,056	78,302	1,530,173
Calaveras County Local Transportation Commission		171,239		139,604	3,829	314,672
Colusa County Local Transportation Commission		83,301		67,912	6,793	158,006
Del Norte County Local Transportation Commission		103,824		84,644	9,862	198,330
El Dorado County Local Transportation Commission		658,409		536,774	83,433	1,278,616
Fresno County Council of Governments		3,892,210		3,173,158	1,284,334	8,349,702
Glenn County Local Transportation Commission		111,819		91,162	5,741	208,722
Humboldt County Association of Governments		506,997		413,334	157,984	1,078,315
Imperial County Transportation Commission		717,989		585,347	119,729	1,423,065
Inyo County Local Transportation Commission		70,682		57,624	0	128,306
Kern Council of Governments		3,489,794		2,845,086	390,260	6,725,140
Kings County Association of Governments		584,228		476,297	42,693	1,103,218
Lake County/City Council of Governments		243,568		198,571	24,054	466,193
Lassen County Local Transportation Commission		109,663		89,403	9,011	208,077
Los Angeles County Metropolitan Transportation Authority		38,691,503		31,543,589	90,982,247	161,217,339
Madera County Local Transportation Commission		601,492		490,371	36,719	1,128,582
Mariposa County Local Transportation Commission		68,715		56,021	3,520	128,256
Mendocino Council of Governments		334,491		272,697	46,177	653,365
Merced County Association of Governments		1,078,335		879,123	95,664	2,053,122
Modoc County Local Transportation Commission		36,398		29,674	5,190	71,262
<b>Mono County Local Transportation Commission</b>		<b>51,209</b>		<b>41,748</b>	<b>136,175</b>	<b>229,132</b>
Transportation Agency for Monterey County		1,677,830		1,367,866	946,859	3,992,555
Nevada County Local Transportation Commission		373,164		304,225	33,373	710,762
Orange County Transportation Authority		12,149,229		9,904,766	7,945,808	29,999,803
Placer County Transportation Planning Agency		1,203,299		981,000	318,607	2,502,906
Plumas County Local Transportation Commission		69,450		56,619	20,590	146,659
Riverside County Transportation Commission		9,288,987		7,572,929	2,795,969	19,657,885
Council of San Benito County Governments		237,152		193,340	7,299	437,791
San Bernardino County Transportation Authority		8,293,390		6,761,260	3,242,570	18,297,220
San Joaquin Council of Governments		2,942,409		2,398,825	1,244,359	6,585,593
San Luis Obispo Area Council of Governments		1,054,519		859,706	135,256	2,049,481
Santa Barbara County Association of Governments		1,718,515		1,401,035	787,177	3,906,727
Santa Cruz County Transportation Commission		1,031,600		841,021	1,682,069	3,554,690
Shasta Regional Transportation Agency		677,171		552,070	65,472	1,294,713
Sierra County Local Transportation Commission		12,175		9,925	857	22,957
Siskiyou County Local Transportation Commission		169,102		137,862	13,083	320,047
Stanislaus Council of Governments		2,121,174		1,729,306	218,809	4,069,289
Tehama County Transportation Commission		247,710		201,948	9,383	459,041
Trinity County Transportation Commission		51,528		42,009	3,674	97,211
Tulare County Association of Governments		1,825,530		1,488,280	352,393	3,666,203
Tuolumne County Transportation Council		208,870		170,283	9,799	388,952
Ventura County Transportation Commission		3,205,808		2,613,563	945,567	6,764,938
Subtotals	\$	151,309,000	\$	123,356,000		
State Totals	\$		\$	274,665,000	\$ 274,665,000	\$ 549,330,000

**STATE CONTROLLER'S OFFICE**  
**2021-22 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL**  
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Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a)		Funds from RTC Sections 6051.8(b), and 6201.8(b)		Total
		Fiscal Year 2021-22 Estimate	A	Fiscal Year 2021-22 Estimate	B	Fiscal Year 2021-22 Estimate
						C= (A+B)
<b>Altamont Corridor Express*</b>						
Alameda County Congestion Management Agency	\$ NA	\$	118,344	\$	96,481	\$ 214,825
Santa Clara Valley Transportation Authority	NA		68,276		55,662	123,938
San Joaquin Regional Rail Commission	NA		382,342		311,708	694,050
Regional Entity Totals	0		568,962		463,851	1,032,813
	0		(568,962)		(463,851)	(1,032,813)
<b>Metropolitan Transportation Commission</b>						
Alameda-Contra Costa Transit District, San Francisco Bay Area Rapid Transit District, and the City of San Francisco**	2,032,465,904		53,986,381		44,012,873	97,999,254
Central Contra Costa Transit Authority	12,684,408		336,923		274,680	611,603
City of Dixon	123,850		3,290		2,682	5,972
Eastern Contra Costa Transit Authority	6,132,724		162,897		132,804	295,701
City of Fairfield	2,250,751		59,784		48,740	108,524
Golden Gate Bridge Highway and Transportation District	138,827,667		3,687,542		3,006,301	6,693,843
Livermore-Amador Valley Transit Authority	6,084,421		161,614		131,758	293,372
Marin County Transit District	23,726,064		630,212		513,786	1,143,998
Napa Valley Transportation Authority	1,722,522		45,754		37,301	83,055
Peninsula Corridor Joint Powers Board	144,681,126		3,843,022		3,133,057	6,976,079
City of Petaluma	739,065		19,631		16,004	35,635
City of Rio Vista	39,373		1,046		853	1,899
San Francisco Bay Area Water Emergency Transportation Authority	39,452,081		1,047,927		854,331	1,902,258
San Mateo County Transit District	145,105,738		3,854,300		3,142,252	6,996,552
Santa Clara Valley Transportation Authority	439,800,215		11,681,978		9,523,836	21,205,814
City of Santa Rosa	2,483,478		65,966		53,780	119,746
Solano County Transit	5,290,076		140,515		114,556	255,071
County of Sonoma	3,459,517		91,892		74,916	166,808
Sonoma-Marin Area Rail Transit District	29,993,581		796,690		649,508	1,446,198
City of Union City	1,879,467		49,922		40,700	90,622
City of Vacaville	402,817		10,700		8,723	19,423
Western Contra Costa Transit Authority	8,044,931		213,690		174,212	387,902
Regional Entity Subtotals	3,045,389,776		80,891,676		65,947,653	146,839,329
Alameda County Congestion Management Agency - Corresponding to ACE*	NA		118,344		96,481	214,825
Santa Clara Valley Transportation Authority - Corresponding to ACE*	NA		68,276		55,662	123,938
Regional Entity Totals	3,045,389,776		81,078,296		66,099,796	147,178,092
<b>Sacramento Area Council of Governments</b>						
City of Davis (Unitrans)	2,957,630		78,561		64,047	142,608
City of Elk Grove	2,129,534		56,565		46,115	102,680
City of Folsom	335,031		8,899		7,255	16,154
County of Sacramento	1,189,071		31,584		25,749	57,333
Sacramento Regional Transit System	86,078,696		2,286,423		1,864,027	4,150,450
Yolo County Transportation District	4,689,895		124,573		101,559	226,132
Yuba Sutter Transit Authority	1,343,449		35,685		29,092	64,777
Regional Entity Totals	98,723,306		2,622,290		2,137,844	4,760,134

\* The amounts allocated to the member agencies of Altamont Corridor Express are included with their corresponding transportation planning agency.

\*\* The amounts for Alameda-Contra Costa Transit District, San Francisco Bay Area Rapid Transit District, and the City of San Francisco are combined.

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**JANUARY 28, 2021**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2021-22 Estimate</u> <b>A</b>	Funds from RTC Sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2021-22 Estimate</u> <b>B</b>	Total Fiscal Year 2021-22 Estimate <b>C= (A+B)</b>
San Diego Association of Governments North County Transit District	33,932,036	901,303	734,795	1,636,098
San Diego Metropolitan Transit System				
San Diego Metropolitan Transit System	33,958,141	901,996	735,361	1,637,357
San Diego Transit Corporation	62,951,421	1,672,116	1,363,208	3,035,324
San Diego Trolley, Inc.	42,794,978	1,136,721	926,722	2,063,443
Regional Entity Totals	<u>139,704,540</u>	<u>3,710,833</u>	<u>3,025,291</u>	<u>6,736,124</u>
Southern California Regional Rail Authority***				
Los Angeles County Metropolitan Transportation Authority	NA	3,153,365	2,570,809	5,724,174
Orange County Transportation Authority	NA	1,384,788	1,128,961	2,513,749
Riverside County Transportation Commission	NA	704,663	574,482	1,279,145
San Bernardino County Transportation Authority	NA	711,583	580,125	1,291,708
Ventura County Transportation Commission	NA	337,232	274,931	612,163
Regional Entity Totals	<u>0</u>	<u>6,291,631</u>	<u>5,129,308</u>	<u>11,420,939</u>
	0	(6,291,631)	(5,129,308)	(11,420,939)
Tahoe Regional Planning Agency Tahoe Transportation District	900,147	23,910	19,493	43,403
Alpine County Transportation Commission County of Alpine	12,816	341	278	619
Amador County Transportation Commission Amador Transit	204,076	5,421	4,419	9,840
Butte County Association of Governments				
Butte Regional Transit	1,601,714	42,545	34,685	77,230
City of Gridley - Specialized Service	22,232	591	481	1,072
Regional Entity Totals	<u>1,623,946</u>	<u>43,136</u>	<u>35,166</u>	<u>78,302</u>
Calaveras County Local Transportation Commission Calaveras Transit Agency	79,417	2,109	1,720	3,829
Colusa County Local Transportation Commission County of Colusa	140,877	3,742	3,051	6,793
Del Norte County Local Transportation Commission Redwood Coast Transit Authority	204,530	5,433	4,429	9,862
El Dorado County Local Transportation Commission El Dorado County Transit Authority	1,730,379	45,962	37,471	83,433

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**STATE CONTROLLER'S OFFICE**  
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**JANUARY 28, 2021**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2021-22 Estimate</u> <b>A</b>	Funds from RTC Sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2021-22 Estimate</u> <b>B</b>	Total Fiscal Year 2021-22 Estimate <b>C= (A+B)</b>
Fresno County Council of Governments				
City of Clovis	1,770,328	47,023	38,336	85,359
City of Fresno	22,991,076	610,689	497,870	1,108,559
Fresno County Rural Transit Agency	1,875,194	49,809	40,607	90,416
Regional Entity Totals	<u>26,636,598</u>	<u>707,521</u>	<u>576,813</u>	<u>1,284,334</u>
Glenn County Local Transportation Commission				
County of Glenn Transit Service	119,071	3,163	2,578	5,741
Humboldt County Association of Governments				
City of Arcata	213,054	5,659	4,614	10,273
City of Blue Lake	0	0	0	0
Humboldt Transit Authority	3,063,481	81,372	66,339	147,711
Regional Entity Totals	<u>3,276,535</u>	<u>87,031</u>	<u>70,953</u>	<u>157,984</u>
Imperial County Transportation Commission				
Imperial County Transportation Commission	2,462,028	65,396	53,315	118,711
Quechan Indian Tribe	21,107	561	457	1,018
Regional Entity Totals	<u>2,483,135</u>	<u>65,957</u>	<u>53,772</u>	<u>119,729</u>
Inyo County Local Transportation Commission	None	None	None	None
Kern Council of Governments				
City of Arvin	62,152	1,651	1,346	2,997
City of California City	25,760	684	558	1,242
City of Delano	279,451	7,423	6,051	13,474
Golden Empire Transit District	5,882,508	156,251	127,385	283,636
County of Kern	1,194,767	31,735	25,873	57,608
City of McFarland	12,106	323	262	585
City of Ridgecrest	159,250	4,230	3,449	7,679
City of Shafter	57,568	1,529	1,247	2,776
City of Taft	360,169	9,567	7,799	17,366
City of Tehachapi	28,252	750	612	1,362
City of Wasco	31,839	846	689	1,535
Regional Entity Totals	<u>8,093,822</u>	<u>214,989</u>	<u>175,271</u>	<u>390,260</u>
Kings County Association of Governments				
City of Corcoran	122,620	3,257	2,655	5,912
Kings County Area Public Transit Agency	762,823	20,262	16,519	36,781
Regional Entity Totals	<u>885,443</u>	<u>23,519</u>	<u>19,174</u>	<u>42,693</u>
Lake County/City Council of Governments				
Lake Transit Authority	498,852	13,251	10,803	24,054
Lassen County Local Transportation Commission				
Lassen Transit Service Agency	186,872	4,964	4,047	9,011

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<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2021-22 Estimate</u>	Funds from RTC Sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2021-22 Estimate</u>	Total Fiscal Year 2021-22 Estimate
		<b>A</b>	<b>B</b>	<b>C= (A+B)</b>
Los Angeles County Metropolitan Transportation Authority				
Antelope Valley Transit Authority	20,326,872	539,923	440,177	980,100
City of Arcadia	1,607,131	42,689	34,802	77,491
City of Burbank	3,769,842	100,135	81,636	181,771
City of Claremont	456,234	12,118	9,880	21,998
City of Commerce	4,235,696	112,509	91,724	204,233
City of Culver City	15,278,536	405,829	330,855	736,684
Foothill Transit	67,815,955	1,801,328	1,468,549	3,269,877
City of Gardena	13,772,242	365,818	298,237	664,055
City of Glendale	8,225,171	218,477	178,115	396,592
City of La Mirada	874,670	23,233	18,941	42,174
Long Beach Public Transportation Company	60,542,189	1,608,122	1,311,036	2,919,158
City of Los Angeles	98,801,791	2,624,374	2,139,544	4,763,918
County of Los Angeles	6,316,927	167,790	136,793	304,583
Los Angeles County Metropolitan Transportation Authority	1,332,273,335	35,387,858	28,850,263	64,238,121
City of Montebello	20,096,742	533,810	435,193	969,003
City of Norwalk	9,188,277	244,059	198,971	443,030
City of Pasadena	7,704,457	204,646	166,839	371,485
City of Redondo Beach	2,905,619	77,179	62,921	140,100
City of Santa Clarita	26,010,198	690,883	563,249	1,254,132
City of Santa Monica	47,544,183	1,262,869	1,029,565	2,292,434
Southern California Regional Rail Authority***	236,865,779	NA	NA	NA
City of Torrance	20,472,763	543,798	443,336	987,134
Regional Entity Subtotals	2,005,084,609	46,967,447	38,290,626	85,258,073
Los Angeles County Metropolitan Transportation Authority - Corresponding to SCRRRA***	NA	3,153,365	2,570,809	5,724,174
Regional Entity Totals	2,005,084,609	50,120,812	40,861,435	90,982,247
Madera County Local Transportation Commission				
City of Chowchilla	524,476	13,931	11,357	25,288
City of Madera	169,785	4,510	3,677	8,187
County of Madera	67,286	1,787	1,457	3,244
Regional Entity Totals	761,547	20,228	16,491	36,719
Mariposa County Local Transportation Commission				
County of Mariposa	73,004	1,939	1,581	3,520
Mendocino Council of Governments				
Mendocino Transit Authority	957,692	25,438	20,739	46,177
Merced County Association of Governments				
Transit Joint Powers Authority of Merced County	1,025,125	27,229	22,199	49,428
Yosemite Area Regional Transportation System (YARTS)	958,913	25,471	20,765	46,236
Regional Entity Totals	1,984,038	52,700	42,964	95,664
Modoc County Local Transportation Commission				
Modoc Transportation Agency - Specialized Service	107,653	2,859	2,331	5,190

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<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2021-22 Estimate</u> <b>A</b>	Funds from RTC Sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2021-22 Estimate</u> <b>B</b>	Total Fiscal Year 2021-22 Estimate <b>C= (A+B)</b>
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	75,017	61,158	136,175
Transportation Agency for Monterey County Monterey-Salinas Transit	19,637,486	521,611	425,248	946,859
Nevada County Local Transportation Commission County of Nevada	369,077	9,803	7,992	17,795
City of Truckee	323,083	8,582	6,996	15,578
Regional Entity Totals	<u>692,160</u>	<u>18,385</u>	<u>14,988</u>	<u>33,373</u>
Orange County Transportation Authority City of Laguna Beach	1,910,271	50,741	41,367	92,108
Orange County Transportation Authority	110,748,483	2,941,702	2,398,249	5,339,951
Regional Entity Subtotals	<u>112,658,754</u>	<u>2,992,443</u>	<u>2,439,616</u>	<u>5,432,059</u>
Orange County Transportation Authority - Corresponding to SCRRRA***	NA	1,384,788	1,128,961	2,513,749
Regional Entity Totals	<u>112,658,754</u>	<u>4,377,231</u>	<u>3,568,577</u>	<u>7,945,808</u>
Placer County Transportation Planning Agency City of Auburn	21,830	580	473	1,053
County of Placer	5,410,141	143,704	117,156	260,860
City of Roseville	1,175,827	31,232	25,462	56,694
Regional Entity Totals	<u>6,607,798</u>	<u>175,516</u>	<u>143,091</u>	<u>318,607</u>
Plumas County Local Transportation Commission County of Plumas	346,829	9,212	7,511	16,723
County Service Area 12 - Specialized Service	80,198	2,130	1,737	3,867
Regional Entity Totals	<u>427,027</u>	<u>11,342</u>	<u>9,248</u>	<u>20,590</u>
Riverside County Transportation Commission City of Banning	208,349	5,534	4,512	10,046
City of Beaumont	318,557	8,462	6,898	15,360
City of Corona	426,555	11,330	9,237	20,567
Palo Verde Valley Transit Agency	175,762	4,669	3,806	8,475
City of Riverside - Specialized Service	493,635	13,112	10,690	23,802
Riverside Transit Agency	18,329,390	486,865	396,921	883,786
Sunline Transit Agency	11,506,078	305,625	249,163	554,788
Regional Entity Subtotals	<u>31,458,326</u>	<u>835,597</u>	<u>681,227</u>	<u>1,516,824</u>
Riverside County Transportation Commission - Corresponding to SCRRRA***	NA	704,663	574,482	1,279,145
Regional Entity Totals	<u>31,458,326</u>	<u>1,540,260</u>	<u>1,255,709</u>	<u>2,795,969</u>
Council of San Benito County Governments San Benito County Local Transportation Authority	151,384	4,021	3,278	7,299

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**STATE CONTROLLER'S OFFICE**  
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Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) Fiscal Year 2021-22 Estimate <b>A</b>	Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2021-22 Estimate <b>B</b>	Total Fiscal Year 2021-22 Estimate <b>C= (A+B)</b>
<b>San Bernardino County Transportation Authority</b>				
Morongo Basin Transit Authority	1,027,787	27,300	22,257	49,557
Mountain Area Regional Transit Authority	564,732	15,000	12,229	27,229
City of Needles	58,190	1,546	1,260	2,806
OmniTrans	34,279,207	910,525	742,313	1,652,838
Victor Valley Transit Authority	4,530,204	120,331	98,101	218,432
Regional Entity Subtotals	40,460,120	1,074,702	876,160	1,950,862
San Bernardino County Transportation Authority - Corresponding to SCRRA***	NA	711,583	580,125	1,291,708
Regional Entity Totals	40,460,120	1,786,285	1,456,285	3,242,570
<b>San Joaquin Council of Governments</b>				
Altamont Corridor Express *	21,420,132	NA	NA	NA
City of Escalon	51,911	1,379	1,124	2,503
City of Lodi	887,825	23,582	19,226	42,808
City of Manteca	77,826	2,067	1,685	3,752
City of Ripon	44,345	1,178	960	2,138
San Joaquin Regional Transit District	10,156,807	269,785	219,945	489,730
City of Tracy	194,489	5,166	4,212	9,378
Regional Entity Subtotals	32,833,335	303,157	247,152	550,309
San Joaquin Regional Rail Commission - Corresponding to ACE*	NA	382,342	311,708	694,050
Regional Entity Totals	32,833,335	685,499	558,860	1,244,359
<b>San Luis Obispo Area Council of Governments</b>				
City of Arroyo Grande - Specialized Service	0	0	0	0
City of Atascadero	37,783	1,004	818	1,822
City of Morro Bay	42,401	1,126	918	2,044
City of Pismo Beach - Specialized Service	0	0	0	0
City of San Luis Obispo Transit	821,105	21,810	17,781	39,591
San Luis Obispo Regional Transit Authority	1,673,045	44,439	36,230	80,669
South County Transit	230,837	6,131	4,999	11,130
Regional Entity Totals	2,805,171	74,510	60,746	135,256
<b>Santa Barbara County Association of Governments</b>				
City of Guadalupe	69,525	1,847	1,506	3,353
City of Lompoc	136,501	3,626	2,956	6,582
County of Santa Barbara	0	0	0	0
Santa Barbara County Association of Governments (SBCAG)	1,620,453	43,042	35,091	78,133
Santa Barbara Metropolitan Transit District	13,488,703	358,287	292,097	650,384
City of Santa Maria	906,214	24,071	19,624	43,695
City of Solvang	104,313	2,771	2,259	5,030
Regional Entity Totals	16,325,709	433,644	353,533	787,177
<b>Santa Cruz County Transportation Commission</b>				
Santa Cruz Metropolitan Transit District	34,885,448	926,628	755,441	1,682,069

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<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2021-22 Estimate</u> <b>A</b>	Funds from RTC Sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2021-22 Estimate</u> <b>B</b>	Total Fiscal Year 2021-22 Estimate <b>C= (A+B)</b>
Shasta Regional Transportation Agency Redding Area Bus Authority	1,357,867	36,068	29,404	65,472
Sierra County Local Transportation Commission County of Sierra - Specialized Service	17,768	472	385	857
Siskiyou County Local Transportation Commission County of Siskiyou	271,330	7,207	5,876	13,083
Stanislaus Council of Governments City of Ceres	70,776	1,880	1,533	3,413
City of Modesto	3,366,714	89,427	72,906	162,333
County of Stanislaus	806,855	21,432	17,472	38,904
City of Turlock	293,666	7,800	6,359	14,159
Regional Entity Totals	<u>4,538,011</u>	<u>120,539</u>	<u>98,270</u>	<u>218,809</u>
Tehama County Transportation Commission County of Tehama	194,589	5,169	4,214	9,383
Trinity County Transportation Commission County of Trinity	76,212	2,024	1,650	3,674
Tulare County Association of Governments City of Dinuba	276,368	7,341	5,985	13,326
City of Porterville	846,792	22,492	18,337	40,829
City of Tulare	589,094	15,648	12,757	28,405
County of Tulare	1,191,032	31,636	25,792	57,428
City of Visalia	4,391,535	116,648	95,098	211,746
City of Woodlake	13,667	363	296	659
Regional Entity Totals	<u>7,308,488</u>	<u>194,128</u>	<u>158,265</u>	<u>352,393</u>
Tuolumne County Transportation Council County of Tuolumne	203,234	5,398	4,401	9,799
Ventura County Transportation Commission City of Camarillo	751,079	19,950	16,265	36,215
Gold Coast Transit District	4,272,461	113,485	92,520	206,005
City of Moorpark	299,991	7,968	6,496	14,464
City of Simi Valley	1,167,392	31,008	25,280	56,288
City of Thousand Oaks	423,749	11,256	9,176	20,432
Regional Entity Subtotals	<u>6,914,672</u>	<u>183,667</u>	<u>149,737</u>	<u>333,404</u>
Ventura County Transportation Commission - Corresponding to SCRRA***	NA	337,232	274,931	612,163
Regional Entity Totals	<u>6,914,672</u>	<u>520,899</u>	<u>424,668</u>	<u>945,567</u>
<b>STATE TOTALS</b>	<u><u>\$ 5,696,443,829</u></u>	<u><u>\$ 151,309,000</u></u>	<u><u>\$ 123,356,000</u></u>	<u><u>\$ 274,665,000</u></u>

\*\*\* The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.

**RESOLUTION R21-05**  
**A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION**  
**ALLOCATING STATE TRANSIT ASSISTANCE FUNDS FOR FISCAL YEAR 2021-22**

**WHEREAS**, the Mono County Local Transportation Commission (MCLTC) is the designated transportation planning agency pursuant to Government Code Section 29535 and by action of the Secretary of Business, Transportation and Housing, and, as such, has the responsibility to apportion State Transit Assistance (STA) funds; and

**WHEREAS**, the State Controller has estimated **\$229,132** of State Transit Assistance funds for public transportation to the Mono County LTC for fiscal year 2021-22; and

**WHEREAS**, the MCLTC has received a request from the Eastern Sierra Transit Authority to allocate the STA funds for transit operations in Mono County.

**NOW, THEREFORE, BE IT RESOLVED** that the Mono County Local Transportation Commission does hereby allocate FY 2021-22 STA estimated funds in the amount of \$229,132 to the Eastern Sierra Transit Authority. If additional funds are received, they will also be allocated to Eastern Sierra Transit Authority. If less funds are received, the lesser amount will be allocated to Eastern Sierra Transit Authority.

**BE IT FURTHER RESOLVED** that this action is taken in conformance with the Mono County Regional Transportation Plan (RTP); with the Commission's earlier action defining current "Unmet Transit Needs" and those that are "Reasonable to Meet"; and in conformance with requirements of Public Utilities Code Sections 99313 and 99314.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of June 2021 by the following vote:

AYES

NOES:

ABSTAIN:

ABSENT:

---

Jennifer Kreitz, Chair  
 Local Transportation Commission

Attest:

---

Heidi Willson, Secretary

Approved as to form:

---

Christian Milovich, Assistant County Counsel

# 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

June 14, 2021

**TO:** Mono County Local Transportation Commission

**FROM:** Megan Mahaffey, LTC Accountant

**RE:** FY 2021-22 Local Transportation Fund (LTF) Apportionment and Allocation

## **RECOMMENDATION**

Approve Resolution R21-06 approving the apportionment and allocation for the 2021-22 Local Transportation Fund.

## **FINANCIAL IMPLICATIONS**

The 2021-22 estimate from the Mono County Auditor/Controller Office for LTF funding is \$692,271. Allocation of these funds is guided by the Transportation Development Act. This is \$150,638 above the 2020-21 estimate which was reduced by \$135,408 from the original LTF estimate due to COVID-19.

## **DISCUSSION**

The Mono County Local Transportation Commission (LTC) is the Regional Transportation Planning Agency (RTPA) responsible for apportioning and administering the Local Transportation Fund (LTF) in accordance with the Transportation Development Act. The Local Transportation fund is comprised of 0.25% of local sales and use tax distributed by the State Board of Equalization monthly based on sales tax collected in each county. Annually, the Mono County director of finance provides the Local Transportation Commission with estimates for the Local Transportation Fund revenue for the upcoming fiscal year based on a 10-year rolling average. The Mono County LTF 2021-22 estimate is \$692,271. The estimated rollover balance from allocated reserve is \$129,666. The total available balance for 2021-22 allocation is \$821,937. This does not account for 2021-22 LTF revenues above projections. The Mono County LTC received claimant letters from Eastern Sierra Transit Authority (ESTA), Yosemite Area Regional Transportation System (YARTS), and Mono County Social Services.

Each year, the LTC must adopt a resolution establishing how these funds will be allocated. Based on the Local Transportation Act, Auditor's 2021-22 estimate, the submitted claimant letters, and direction from the Commission, LTC staff proposes the attached Resolution R21-06.

For questions regarding this item, please contact Megan Mahaffey at 760.924.1836.

## **ATTACHMENTS**

- 2021-22 LTF Revenues and Estimates
- 2021-22 Proposed LTF Allocation
- Resolution R21-06

## LTF Revenues and Estimates

	<b>FY 11-12</b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>
July	\$30,300	\$34,900	\$38,700	\$39,000	\$37,300	\$36,900	\$37,400	\$58,239	\$76,240	\$111,622
August	\$40,400	\$46,500	\$51,600	\$52,000	\$49,700	\$49,200	\$49,900	\$40,410	\$49,275	\$24,395
September	\$67,356	\$69,720	\$58,333	\$54,319	\$62,366	\$80,307	\$90,265	\$82,865	\$72,677	\$48,099
October	\$45,500	\$50,900	\$50,500	\$51,400	\$54,200	\$53,100	\$55,500	\$116,754	\$117,517	\$183,514
November	\$60,600	\$67,800	\$67,300	\$68,600	\$72,200	\$70,800	\$74,000	\$43,398	\$54,977	\$12,679
December	\$59,606	\$42,976	\$49,973	\$60,479	\$48,447	\$68,008	\$84,447	\$56,705	\$60,511	\$64,068
January	\$36,100	\$38,900	\$37,800	\$41,200	\$39,700	\$43,800	\$44,500	\$67,019	\$76,638	\$84,093
February	\$48,100	\$51,800	\$50,400	\$54,900	\$53,000	\$58,400	\$59,300	\$80,601	\$73,953	\$40,588
March	\$58,082	\$42,236	\$62,547	\$48,387	\$66,240	\$59,886	\$78,780	\$66,255	\$68,314	\$54,523
April	\$41,300	\$40,400	\$43,200	\$46,100	\$32,800	\$43,400	\$57,000	\$89,384	\$71,518	\$79,415
May	\$55,000	\$53,900	\$57,600	\$61,500	\$43,700	\$57,800	\$76,963	\$67,701		\$48,768
June	\$41,345	\$57,347	\$61,092	\$939	\$114,400	\$99,793	\$54,390	\$56,902	\$22,683	\$45,529
<b>Total</b>	<b>\$583,690</b>	<b>\$597,379</b>	<b>\$629,046</b>	<b>\$578,825</b>	<b>\$674,054</b>	<b>\$721,394</b>	<b>\$762,445</b>	<b>\$826,233</b>	<b>\$744,304</b>	<b>\$797,292</b>
<i>Estimates</i>	<i>\$497,000</i>	<i>\$560,000</i>	<i>\$575,000</i>	<i>\$592,235</i>	<i>\$622,812</i>	<i>\$607,787</i>	<i>\$604,264</i>	<i>\$617,259</i>	<i>\$638,805</i>	<i>\$541,633</i>

## LTF PROPOSED ALLOCATION 2021-2022

	<b>Budget</b>	
Reserve forward + unspent allocations	\$ 129,666	
Estimated 2021/22 revenue	\$ 692,271	
<b>Estimated Total Revenue</b>	<b>\$ 821,937</b>	
<b>Specific Allocations</b>		
Reserve - 15%	\$ 123,291	
Administration	\$ 10,000	
Annual Audit	\$ 10,000	
Planning and Programming	\$ 10,000	
Bike Path-2% of balance	\$ 13,373	
ESTA-CTSA <5% of bal	\$ 19,762	
Senior Services	\$ 30,000	
YARTS	\$ 40,000	
Federal Grant 5311(f) Matching Funds	\$ 70,731	
<b>Remaining Balance</b>		
	<b>\$ 494,781</b>	
ESTA - Town of Mammoth Lakes 58%	\$ 286,973	
ESTA - Mono County 42%	\$ 207,808	
ESTA TOTAL LTF	\$ 585,274	

3 Year maximum allocation  
202122 = TOML year 2

\*Revenues above projections will be split:

15% to reserve  
49.3% to TOML  
35.7% to County

**2002 service reduction??**

methodolgy and how did the following year

**2007 2008**

service?

DOT COM

HOUSING

**RESOLUTION R21-06**  
**A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION**  
**ALLOCATING LOCAL TRANSPORTATION FUNDS FOR FISCAL YEAR 2021-22**

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

**WHEREAS**, the County auditor has estimated that **\$692,271** of MCLTC moneys will be available for apportionment in fiscal year **2021-22**. Staff estimates an additional **\$129,666** of prior-year reserve and unallocated revenue for a total apportionment of **\$821,937**; and

**WHEREAS**, in accordance with the adopted MCLTC Handbook, a reserve of 15% of the budgeted allocation will be established, totaling **\$123,291**; and

**WHEREAS**, pursuant to the Transportation Development Act, the following funds are allocated and apportioned under priority 1:

- In accordance with the adopted MCLTC Handbook, **\$10,000** of LTF has been committed to LTF auditing and **\$10,000** to administration per 99233.1; and

**WHEREAS**, pursuant to the Transportation Development Act, the following funds are allocated and apportioned under priority 2:

- In accordance to the adopted MCLTC Handbook, **\$10,000** of LTF has been committed to LTF planning and programming per 99233.2; and

**WHEREAS**, pursuant to the Transportation Development Act, the following funds are allocated and apportioned under priority 3:

- Based upon prior action of the MCLTC, and in accordance with 99233.3 of the Transportation Development Act, 2% of the remaining LTF, or **\$13,373**, will be “set aside” for bike path construction. The **2021-22** apportionment/allocation is the **second year** of a three-year allocation to the Town of Mammoth Lakes; and

**WHEREAS**, pursuant to the Transportation Development Act, the following funds are allocated and apportioned under priority 6:

- In accordance with 99233.7 of the Transportation Development Act, **\$19,762** (less than 5% of the remaining LTF), is available for administration for ESTA serving as the Mono County Consolidated Transportation Service Agency (CTSA); and

**WHEREAS**, pursuant to the Transportation Development Act, the following funds are allocated and apportioned under priority 7:

- **\$30,000** of LTF will be allocated and apportioned to the Mono County Senior Program for medical escort service for seniors and other transit-dependent adults,
- **\$40,000** of LTF will be allocated and apportioned to YARTS for operating costs; and
- **\$70,731** will be allocated and apportioned for the 395 Routes Service (old CREST service); and

**WHEREAS**, the MCLTC has accepted the pending ESTA-proposed Mono County and Town of Mammoth Lakes transit system budget of **\$494,781** for FY **2021-22**; and

**WHEREAS**, the remaining available LTF moneys, **\$494,781**, will be split 58% for the Town of Mammoth Lakes and 42% for Mono County; and

**WHEREAS**, if revenues still exceed projections, the following allocations and apportionments will apply:

- 20% to be placed in reserve

- 49.3% (58% of balance) to the Town of Mammoth Lakes
- 35.7% (42% of balance) to Mono County.

**NOW, THEREFORE, BE IT RESOLVED** that the Mono County Local Transportation Commission hereby allocates **2021-22** LTF moneys as follows:

1. **\$123,291** into reserve
2. **\$10,000** for LTC annual audit costs for the LTF, Public Utilities Code 99233.1
3. **\$10,000** for LTC administration for the LTF, Public Utilities Code 99233.1
4. **\$10,000** for LTC planning and programming, Public Utilities Code 99233.2
5. **\$13,373** or 2% of remaining LTF moneys for bicycle path “set-aside” to TOML
6. **\$19,762** (included in the ESTA budget) is apportioned and allocated to Eastern Sierra Transit Authority for CTSA administration, Public Utilities Code 99233.7
7. **\$30,000** of remaining LTF to the Mono County Senior Program for medical escort service for seniors and other transit-dependent adults
8. **\$40,000** is apportioned and allocated to YARTS for FY **2019-20** for operating costs
9. **\$70,731** is apportioned and allocated to ESTA for Federal Operating Grant Match (TDA Section 99262)
10. **\$494,781** of remaining LTF, Public Utilities Code 99400 (c) apportioned and allocated to Mono County and the Town of Mammoth Lakes for system operations (**Town \$286,973; County \$207,808**).

**BE IT FURTHER RESOLVED** that the Mono County Local Transportation Commission does hereby apportion and allocate **2021-22** LTF moneys in excess of budget projections as follows:

1. The following split will be used:
  - a. 15% to be placed in reserve
  - b. 49.3% (58% of balance) to the Town of Mammoth Lakes
  - c. 35.7% (42% of balance) to Mono County

**BE IT FURTHER RESOLVED** that this action is taken in conformance with the Mono County Regional Transportation Plan (RTP) and with the Commission’s earlier action defining current “Unmet Transit Needs” that are “Reasonable to Meet.”

**PASSED AND ADOPTED** this 14<sup>th</sup> day of June 2021, by the following vote:

AYES

NOES:

ABSTAIN:

ABSENT:

---

Jennifer Kreitz, Chair  
Mono County Local Transportation Commission

Attest:

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Heidi Willson, Secretary

Approved as to form:

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Christian Milovich, Assistant County Counsel



Craig R. Fechter, CPA, MST

June 1, 2021

Ms. Megan Mahaffey  
 Mono County Local Transportation Commission  
 P.O. Box 347  
 Mammoth Lakes, CA 93546

Dear Ms. Mahaffey:

### **Audit Scope and Objectives**

We are pleased to confirm our understanding of the services we are to provide the Mono County Local Transportation Commission (the Commission) for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Commission as of and for the June 30, 2021. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Commission's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Commission's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

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

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

- 1) Combining Statements of Private Purpose Trust Funds and Local Transportation Fund.
- 2) Schedule of Allocations and Expenditures – Local Transportation Fund
- 3) Schedule of Allocations and Expenditures – State Transit Assistance Fund
- 4) Statement of Revenues, Expenditures and Changes in Fund Balance - Overall Work Program – Planning Fund

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

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

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

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

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

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

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide

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your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

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

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

### **Audit Procedures—Compliance**

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

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

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

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

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

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

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the

(Continued)

supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

### **Electronic Communication, Client Portal Agreement and File Exchange Processes**

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

As part of our commitment to protecting your sensitive information, Fechter & Company works with Thomson Reuters to provide secure, encrypted, file transfer portals (Firm's Client Portal). All documents you prepare for our use in completing the services outlined in this engagement letter (Word, Excel and PDF files) should be transmitted to Fechter & Company through this portal system and all sensitive files will be transmitted through this system. In addition, we will publish all issued financial statements to this portal area for your use as long as you remain a client with Fechter & Company or as required by the terms of our engagement letters.

By using any features of the Firm's Client Portal, the District consents to the following terms and conditions and acknowledges that the Firm is relying on your consent in allowing you to use the Firm's Client Portal. Your continued use of the Firm's Client Portal after the posting of any amended terms and conditions shall constitute your agreement to be bound by any such changes. The Firm may modify, suspend, discontinue, or restrict the use of any portion of the Firm's Client Portal, including the availability of any portion of the content at any time, without notice or liability.

The Firm will use its best reasonable efforts to provide availability of the Client Portal Service 24X7. The Firm shall not be responsible for any error, omission, interruption, deletion, defect, delay in operation or transmission, communications line failure, theft or destruction, or unauthorized access to the Client Portal. The Firm is not responsible for any problems or technical malfunctions of any telephone or fiber network or lines, computer online systems, servers or providers, computer equipment, software, failure of any email to be received by the Firm on account of technical problems or traffic congestion on the Internet or any website, or any combination thereof, including any injury or damage to the District's computers or peripherals related to downloading any materials from the Client Portal.

ALG-CL-1.1.2

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Documents are encrypted before being passed over the Internet and while being stored on the Portal and a username and password are required to access files. In addition, documents added to the Portal are scanned for viruses before being uploaded. All files are maintained behind firewalls to protect against outside intruders. *The Firm will use its best efforts to make the Client Portal secure from unauthorized access. However, the District recognizes that no completely secure system for electronic data transfer has yet been devised.*

### **Logon Accounts and Their Security.**

- a. The Firm will set up individual logon accounts for those of the District's employees who need access to the Client Portal. Each account will have access only to those document areas requested by Client. (The Firm strongly recommends that Client establish a policy that logon information not be shared with others.) In order to maintain security, the District agrees to designate a single individual as the authorized person to contact the Firm to request employee logons. The initial designee is listed below. Your user name will be your email address, all passwords will be established by the user at the time of initial logon.
- b. You acknowledge that the use of username and password is an adequate form of security. You are solely responsible for (1) authorizing, monitoring, controlling access to, and maintaining the strict confidentiality of your username and password; (2) not allowing another person to use your username or password; (3) any charges or damages that may be incurred as a result of your neglect to maintain the strict confidentiality of your username and password; and (4) promptly informing the Firm in writing of any need to deactivate a username due to security concerns or otherwise. The Firm is not liable for any harm related to the misuse or theft of usernames or passwords, disclosure of usernames or passwords, or your authorization to allow another person or entity to access and use the Firm's Client Portal using your username or password. You shall immediately notify the Firm of any unauthorized use of your username or password and any breach of confidentiality. Until the Firm receives this notification from you, you will be held liable for any harm ensuing from the use of your username on the Firm's Client Portal.

**Termination of Logon Account.** The District agrees to notify the Firm via email at support@fechtercpa.com in writing when an individual logon account is to be terminated. The Firm will make every effort to confirm and terminate access within 3 business days. However, the District cannot be assured that access has been terminated until the requester receives an email confirmation of termination.

**No Unlawful or Prohibited Use.** As a condition of your use of the Client Portal website, you warrant to the Firm that you or your approved users will not use the Firm's Client Portal website for any purpose that is unlawful or prohibited by these terms, conditions, and notices. You may not use the Firm's Client Portal website in any manner that could damage, disable, overburden, or impair the Firm's website or interfere with any other party's use of the Client Portal website. You may not obtain or attempt to obtain any materials or information through any means not intentionally made available or provided for through the Client Portal website.

**Information Disclosure.** The Firm reserves the right at all times to disclose any information as necessary to satisfy any applicable law, regulation, legal process, or governmental request, or to edit, refuse to post, or to remove any information or materials, in whole or in part, in the Firm's sole discretion.

**Client's Responsibility.** You must at your own cost (a) provide for your own access to the Internet and pay any services fees, connection charges, and online services usage associated with such access and (b) provide all equipment necessary for you to make such connection to the Client Portal, including a computer and modem.

(Continued)

**Dispute Resolution.** The parties agree that any dispute between the District and the Firm relating to this Agreement, or the breach of it, shall, if negotiations and other discussions fail, be first submitted to mediation in accordance with the applicable rules for resolving professional accounting and related services disputes of the America Arbitration Association. If the parties are unable to resolve the dispute through mediation within 60 days from the date notice is first given from one party to the other as to the existence of such a dispute and the demand to mediate, then they may proceed to resolve the matter by arbitration if this agreement provides that the particular dispute is subject to arbitration, or by whatever other lawful means are available to them if this agreement does not provide for arbitration of the particular dispute. Costs of any mediation proceeding shall be shared equally by all parties.

**WARRANTIES.** THE FIRM MAKES NO WARRANTY, EXPRESS OR IMPLIED, REGARDING THE EFFICACY OF THE SECURITY OF THE CLIENT PORTAL. THE CONTENT AND SERVICES ARE PROVIDED ON AN “AS IS” BASIS AND THE FIRM SPECIFICALLY DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, WARRANTIES OF MERCHANTABILITY, OR WARRANTIES AGAINST INFRINGEMENT. THE FIRM, ITS AFFILIATES, EMPLOYEES, AND AGENTS SHALL NOT BE LIABLE FOR ANY DAMAGES OR LOSSES, INCLUDING, WITHOUT LIMITATION, INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, OR PUNITIVE DAMAGES, RESULTING FROM OR CAUSED BY THE PORTAL, ITS CONTENT, OR SECURITY SERVICES PROVIDED HEREIN. THE FIRM DOES NOT WARRANT THAT THE CLIENT PORTAL’S FUNCTIONS WILL BE UNINTERRUPTED OR ERROR-FREE, THAT DEFECTS WILL BE CORRECTED, OR THAT THE FIRM’S CLIENT PORTAL OR THE SERVER THAT MAKES IT AVAILABLE ARE FREE OF VIRUSES OR OTHER HARMFUL COMPONENTS.

IF YOU ARE DISSATISFIED WITH ANY PORTION OF THE PORTAL, INFORMATION, DOCUMENTS, OR COMMUNICATIONS ON THE PORTAL, OR WITH ANY OF THESE TERMS AND CONDITIONS OF USE, YOUR SOLE AND EXCLUSIVE REMEDY IS TO CEASE USING THE PORTAL AND THE INFORMATION, DOCUMENTS, OR COMMUNICATIONS YOU OBTAINED FROM THE PORTAL.

**Term and Termination.** This Agreement and the services contemplated by it may be terminated by either the Firm or Client with or without cause and with or without notice at any time. The Firm may at any time terminate in whole or in part the Firm’s Client Portal without notice or liability.

Authorized person to contact the Firm to request employee logon User IDs:

**Name:**    Megan Mahaffey   

**Title:**    Accountant II   

**Email:**    mmahaffey@mono.ca.gov   

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

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

The audit documentation for this engagement is the property of Fechter & Company CPA’s LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of California or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Fechter & Company CPA’s LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to State of California or its designee. The State of California or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

ALG-CL-1.1.2

(Continued)

We expect to begin our audit when you are available to start. Craig R. Fechter, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be \$5,500. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

**Reporting**

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

We appreciate the opportunity to be of service to the Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Fechter & Company, CPAs LLP

RESPONSE:

This letter correctly sets forth the understanding of Mono County Local Transportation Commission:

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Mono County Local Transportation Commission

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## Staff Report

June 14, 2021

**TO:** Mono County Local Transportation Commission

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

**SUBJECT:** MOU with Sacramento Area Council of Governments for exchange of Highway Infrastructure Program (HIP) funds for State Transportation Improvement Program (STIP) funds

**RECOMMENDATIONS**

Approve a MOU with SACOG and Mono County LTC to exchange of HIP funds for STIP funds

**FISCAL IMPLICATIONS / DISSCUSSION**

Highway Infrastructure Program (HIP) are federal funds with generally small allocation amounts to Regional Transportation Planning Agencies (RTPAs). Mono LTC is no exception as the average HIP allocation is \$29k per year over a four-year period. If federal funds are used on local projects, the project becomes federalized which trigger significant administrative burdens (NEPA, Buy American, DBG, others) on project managers.

In discussion with staff, Dist. 9, and other RPTAs, an exchange of HIP funds for STIP funds with SACOG is preferable. Our cost to process this exchange is approximately 9.55 percent or \$11,099 to SACOG.

Staff will have the ability to program the remaining \$105k in the upcoming 2022 Regional Transportation Improvement Program (RTIP). The RTIP/STIP programming process allows TOML and Mono County to request state only funds in the 2022 RTIP cycle.

MCLTC HIP \$				
	FFY 2017/18	\$	36,841.00	
	FFY 2018/19	\$	51,906.00	
	FFY 2019/20	\$	15,070.00	
	FFY 2020/21	\$	12,282.00	
<b>sub total</b>		<b>\$</b>	<b>116,099.00</b>	
	<i>less ≈ 10%</i>	<i>\$</i>	<i>11,099.00</i>	
<b>STIP \$ to Mono LTC</b>		<b>\$</b>	<b>105,000.00</b>	

An alternative to the exchange with SACOG would be to program these HIP funds on a federalized project such as Olancha Cartago. Unfortunately, Olancha Cartago has been allocated for construction and MCLTC would not receive any funding in return.

## **ENVIRONMENTAL COMPLIANCE**

Each individual project will be required to comply with the California Environmental Quality Act (CEQA).

## **BACKGROUND**

Staff considerations on using these funds were as follows:

- Do not let the funds lapse and/or be returned to FHWA,
- Can funds be used locally on a federal project or another project anywhere in California, and
- Can the funds be exchanged with another agency?

Highway Infrastructure Program funding is distributed by FHWA and further divided by states, which are required to coordinate with the relevant Metropolitan Planning Organizations (MPOs) and/or rural planning organizations as required by the Fixing America's Surface Transportation (FAST) Act [23 U.S.C. 1101(b)]. Highway Infrastructure Program are federal funds created in Section 122 in Division A of the 2010 Consolidated Appropriations Act, which authorized \$650 million with the intent to specifically fund the "restoration, repair, construction, of federal aid eligible roads, bridges, and tunnels." The FFY 2017/18 funds must be obligated by September 30, 2021.

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 programming cycle begins with the release of a proposed fund estimate in July of odd-numbered years, followed by California Transportation Commission (CTC) adoption of the fund estimate in August (odd years). The fund estimate serves to identify the amount of new funds available for the programming of transportation projects. Caltrans prepare the Interregional Transportation Improvement Plan (ITIP) and regional agencies prepare Regional Transportation Improvement Plans (RTIPs). Public hearings are held in January (even years) in both northern and southern California. The STIP is adopted by the CTC by April (even years).

## **ATTACHMENTS**

- MOU between SACOG & MCLTC

**MEMORANDUM OF UNDERSTANDING**  
between the  
**SACRAMENTO AREA COUNCIL OF GOVERNMENTS**  
and the  
**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

This Memorandum of Understanding (MOU) between the Sacramento Area Council of Governments (SACOG) and Mono County Local Transportation Commission is entered into by the Executive Director of SACOG and Co-Executive Director of MCLTC, both of whom have the authority to bind their respective organizations. It is understood that the SACOG and MCLTC boards of directors will be advised of this MOU at the earliest opportunity.

The parties do agree as to the following:

1. MCLTC shall loan \$116,099 in Highway Infrastructure Program (HIP) apportionment, specifically funds allocated under 23 U.S.C. 133(b)(1)(A) “activities in areas with a population over 5,000 to 200,000” and/or 23 U.S.C. 133(b)(1)(A) “activities in areas with a population 5,000 and under” (Program Code Z006 and/or Z007), and also HIP fund-specific Obligation Authority from its unobligated balance in Federal Fiscal Years (FFY) 2018, 2019, 2020, and 2021; and
2. SACOG shall repay the loan by providing MCLTC \$105,000 of its 4-county (Sacramento, Sutter, Yolo, and Yuba) share of State Transportation Improvement Program – Regional Improvement Program (STIP-RIP) shares in the upcoming 2022 STIP. The STIP shares come with both apportionment and Obligation Authority. The 2022 STIP funds may be available for programming between State Fiscal Year 2022-23 and 2027-28; and
3. It is understood that SACOG, at its discretion, may pre-pay any part or all of the loan in the form of STIP-RIP funds; and
4. Apportionment adjustments will be made by the California Department of Transportation’s Programming Division, Local Assistance Division, and the California Transportation Commission to SACOG’s and MCLTC’s apportionment balances to reflect the loan and repayment of apportionment in that are the subject of this MOU;
5. The loan and repayment of apportionment may also be subject to reprogramming adjustments by each region that is reflective of current policy for programming projects in the Federal Transportation Improvement Program (FTIP); and
6. Both SACOG and MCLTC agree to use “pertinent dates and figures” supplied by the Department of Transportation, Local Assistance Division. “Pertinent dates and figures” include, but are not limited to, effective dates and dollar amounts of apportionments.

Auburn  
Citrus Heights  
Colfax  
Davis  
El Dorado County  
Elk Grove  
Folsom  
Galt  
Isleton  
Live Oak  
Lincoln  
Loomis  
Marysville  
Placer County  
Placerville  
Rancho Cordova  
Rocklin  
Roseville  
Sacramento  
Sacramento County  
Sutter County  
West Sacramento  
Wheatland  
Winters  
Woodland  
Yolo County  
Yuba City  
Yuba County

7. It is the responsibility of SACOG and MCLTC to communicate to the Department of Transportation and the California Transportation Commission in a timely manner, via email, the request of the adjustments to record the loan and repayment of the loan; and
8. If MCLTC and SACOG agree to delay repayment of the loan, amendments to this MOU may be entered into by the Executive Director of SACOG and Co-Executive Director of MCLTC. Such amendments shall be binding on the parties if signed by the executive directors of both agencies and shall be effective as of the date shown in the amendment unless otherwise indicated.

Made and entered into effective the 14<sup>th</sup> of June, 2021.

---

Gerry LeFrancois  
CO-Executive Director  
MCLTC



---

James Corless  
Executive Director  
SACOG

cc: Dee Lam, Caltrans Division of Local Assistance  
Bomasur Banzon, Caltrans Division of Local Assistance District 3  
Forest Becket, Caltrans Division of Local Assistance District 9  
Megan Perasso, Caltrans Division of Local Assistance  
Sujaya Kalainesan, Caltrans Division of Local Assistance  
Muhaned Aljabiry, Caltrans Office of Federal Programming and Data Management  
Abhijit Bagde, Caltrans Office of Federal Programming and Data Management

# Mono County Local Transportation Commission

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## Staff Report

June 14, 2021

**TO:** Mono County Local Transportation Commission

**FROM:** Bentley Regehr, Planning Analyst; Gerry LeFrancois, Co-Executive Director

**SUBJECT:** Mono County Overall Work Program (OWP) 2021-22

### RECOMMENDATIONS

Adopt Minute Order 21-04 that:

- 1) adopts the Mono County Overall Work Program for fiscal year 2021-22,
- 2) authorizes the Executive Director to sign the necessary Overall Work Program Agreement and,
- 3) authorizes 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 2021-22 was initially drafted through consultation with Mono County and Town of Mammoth Lakes staff. A draft was submitted to Caltrans for review. The attached OWP includes revisions in response to District 9 comment letter dated April 5. Staff made changes to the draft document based on the District 9 letter and those changes are reflected in the OWP presented here.

The Mono County OWP is a joint work effort, with work elements projected to be active from July 1, 2021, to June 30, 2022. The final approved and adopted OWP and fully executed OWPA are due to Office of Regional & Interagency Planning (ORIP) June 30, 2021.

The recommended motion allows for staff to make minor technical corrections to the OWP based on additional District 9 feedback prior to the June 30 deadline. Any significant changes, including modifications to content, will require the OWP to be re-adopted by the LTC.

### ATTACHMENTS

- Minute Order 21-04
- Mono County 2021- 22 Overall Work Program, with edits based on Caltrans comments included.

# Mono County Local Transportation Commission

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## MINUTE ORDER MO 21-04

### Adopt the Fiscal Year 2021-22 Overall Work Program

At the Mono County LTC meeting of June 14, 2021, it was moved by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to adopt the 2021-22 Overall Work Program (OWP), authorize the Co-Executive Director to execute/sign the OWPA, and allow staff to make any minor corrections to the Overall Work Program.

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

\_\_\_\_\_  
Heidi Willson, LTC Secretary

cc: Caltrans

# Overall Work Program Fiscal Year 2021/2022

July 1, 2021 to June 30, 2022

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MONO COUNTY LOCAL TRANSPORTATION COMMISSION

**Adopted: June 14, 2021**

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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 2021/2022 covering the period of July 1, 2021 to June 30, 2022 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 (SR) 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 an 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. There is an existing MOU between Mono County and TOML. 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>
Ms. Ronda Duggan	Mono County
Ms. Jennifer Burrows	TOML / Planning & Economic Development Commission
Ms. Jennifer Kreitz (chair)	Mono County
Mr. John Peters	Mono County
Mr. Bill Sauser	TOML
Mr. John Wentworth (vice-chair)	TOML
Mr. 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	LTC Co-Executive Director, Mono County
Haislip Hayes	LTC Co-Executive Director, TOML
Bentley Regehr	Planning Analyst, Mono County
Michael Draper	Planning Analyst, Mono County
Megan Mahaffey	Fiscal Specialist, Mono County
Becky Peratt	Secretary, Mono County
Chad Senior	Engineer, Mono County

Paul Roten	County Engineer, Mono County
Nate Greenberg	IT Director, Mono County
Tony Dublino	Public Works Director, Mono County
Grady Dutton	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 the following core functions:

- Maintain a setting for regional decision-making.
- Implementation of the Transportation Development Act (TDA)
- Prepare an Overall Work Program (OWP).
- Involve the public in this decision-making.
- Prepare and update as needed 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
- Past and Current MOU Projects
- US 395 Corridor Improvement Projects
- Electric Vehicle Policy
- 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 2020/21 accomplishments – in progress

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

- TOML completed a VMT analysis and adopted VMT thresholds
- TOML completed a traffic model update
- Preliminary work on planning studies need for the federal Highway Infrastructure Plan (HIP)
- Project Study Report review for potential 2022 RTIP projects
- Advancing the region’s MOU Projects with Inyo County LTC and Kern Council of Governments
- Continuation of Regional Asset Management Systems
- Air Quality Monitoring in Town of Mammoth Lakes
- Successful grant applications for an active transportation plan for the June Lake Loop (SR 158), ESTA Short Range Transit Plan and Coordinated Human Services Plan and development of vehicle miles traveled (VMT) standards, that includes an update to the countywide greenhouse gas emissions inventory.

## 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 2021/22 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 2021/22 work program.

**3.1 FY 2021/22 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, 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, 900.8
	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, & .8
	Reliability of Systems	200.1, 700.1, 700.2, 900.3, .4, & .8
	Enhance Travel and Tourism	200.1, 700.1, 700.2, 800.2, 900.6

**FY 2021/22 OWP – Draft**

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. One Work Element, 900.8 is a multi year work element. Staff will finalize the list of projects for the 2021/22 FY, but will include other possible task in case funding is available to advance certain tasks before 2022/23 FY.

## 4.1 Total Budgeted Amount by Work Element – draft TBD

Work Element	Description	RPA Amount	PPM Amount	RMRA	FTA 5304	SB-2 Grant	Mono Co
100.1	Agency Administration and Management	10,000					
100.2	Overall Work Program Development & Admin	7,000					
100.3	Training and Professional Development	2,000					
200.1	Regional Transportation Plan	3,000					
200.2	RTP Implementation and Monitoring	3,000					
200.3	Multi Modal Planning RPA	74,500					
300	VMT Implementation						
300.1	VMT and Implementation	25,000				30,000	
400	Grants						
400.1	June Lake ATP	10,000		145,089			8,798
400.2	Short Range Transit Plan	10,000			113,372		11,628
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		60,000				
800.1	Regional Transportation Planning	3,000					
800.2	Regional Transit Planning and Coordination	5,000					
900.1	Planning, Monitoring and Traffic Management	8,000					
900.2	Regional Data Collection Equipment	10,000					
900.3	Regional Asset Management - RPA	15,000					
900.4	Regional Asset Management - PPM		25,000				
900.5	Air Quality Monitoring	500					
900.6	Trails Planning	6,000					
900.7	Community Traffic Calming / Complete Streets / Design	5,000					
900.8	Mono County Public Works Projects	30,000					
		Min RPA \$230,000					
	<b>Total</b>	\$TBD	\$TBD	\$TBD	\$TBD		\$TBD
	<b>Final Budget</b>	\$TBD	\$85,000	\$TBD	\$TBD		\$TBD

*Draft* Overall Work Program FY 2021/22

<b>Reserve RPA/PPM</b>	\$TBD	\$TBD				

## Invoicing / Reimbursement

The OWP is a reimbursement based program on eligible activities contained in the adopted program. The two main funding sources are Rural Planning Assistance (RPA) and Planning Programming and Monitoring (PPM) funds. Request for reimbursement are outlined below:

All costs need to be submitted to LTC staff from Mono County by the 15<sup>th</sup> of the month following the quarter end. Late submittals will not be included.

Q1 = July 1 – Sept 30: Billing must be submitted by October 15

Q2 = October 1 – December 31: Billing must be submitted by January 15

Q3 = January 1 -March 31: Billing must be submitted by April 15

Q4 = April 1 – June 30: Billing must be submitted by July 15

Full requirements for billing submittals are provided in appendix A.

## Work Elements to be deleted from 2020/21 OWP:

- WE 200.4 Multi Modal Planning PPM funded

## 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 2022

Funding:

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

## 100.2 Overall Work Program Development and Administration

Purpose: This task includes administration of FY 2021/22 OWP and development of the FY 2021/22 OWP by County staff in cooperation with other local, state, or federal agencies. This task also includes OWP amendments, as needed.

Previous Work: This WE includes reporting on amendments to the current FY 2019/20 OWP.

### Task Elements:

- Administration of the FY 2021/22 OWP.
- Quarterly reporting of current year OWP progress and billing.
- Implementation of the OWP including amendments.
- Development and preparation of the FY 2022/23 OWP.

### Expected Products:

- FY 2021/22 OWP quarterly reports.
- Amendments to the OWP, as needed.
- An adopted FY 2021/22 OWP
- Prior FY 2019/20 deliverables
- FY 2022/23 OWP

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$5,000	\$2,000	\$7,000

### 100.3 Training and Professional Development

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 to 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, complete streets design and best practices, 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 2022

Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$2,000	\$2,000	\$4,000

## 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

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.
- Implement RTP policies and programs for Housing Element and General Plan consistency
- 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
- Housing and General Plan amendments
- Identification of future community needs and opportunities for RTP implementation
- Determine RTP amendments as necessary to comply with Regional Transportation Guidelines
- Incorporate the 2022 RTIP
- Incorporate any necessary County and TOML planning documents

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June 2022

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$2,000	\$3,000

## 200.2 Regional Transportation Plan Monitoring

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 for Mono County and TOML 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 plans and policy changes
- Provide RTP consistency with Regional Transportation Improvement Program

### Expected Products:

- RTP amendments as necessary
- Additional funding opportunities (may include grants like sustainable communities and or affordable housing grants)
- 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 2022

### Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$1,000	\$2,000	\$3,000

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. This is predominately a Town of Mammoth Lakes WE.

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).

- TOML completed a VMT analysis and adopted VMT thresholds
- TOML completed a traffic model update

Task Elements:

- Complete TOML Mobility Hub study and the study will be expanded to include other sites in TOML
- Development of TOML Mobility Master Plan
- 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
- TOML Mobility Hub Study document
- Data and research deliverable that will be incorporated into a Mobility Master Plan to consolidate TOML planning documents

Estimated Benchmarks: Mobility Hub study phase 1 – late Summer 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 Summer 2021 but other activities will be ongoing.

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	74,500	\$0	\$74,500

## Work Element 300—Vehicle 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

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 a SB 2 Planning Grant received by the Community Development Department for jobs housing balance and VMT needs. The SB-2 grant will be used in conjunction with funds from this WE to hire a consultant.

Previous Work: This WE is for the County’s implementation of Vehicle Miles Traveled.

#### Task Elements:

- Prepare request for proposal (RFP) for VMT study and VMT CEQA checklist
- Select consultant
- Work with consultant to develop VMT standards and 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 – Spring 2021, Consultant selection – Spring/Summer 2021, Draft VMT study – Winter 2021, Adopt VMT study – Summer 2022, RTP amendment – after completion of study adoption 2021/22 2022

Estimated Completion Date: Fall 2022

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$	\$25,000	\$25,000
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: 

#### Task Elements:

- Project Planning and Coordination
- Community Outreach including local, state, and federal agencies
- Community Engagement
- Plan content development and review
- 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 with consultant – Spring 2021, Community Outreach – Summer 2021, Community Engagement – Summer/Fall 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
Mono County General Fund (staff hours)	\$	\$8,798
RMRA	\$	\$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 with consultant Spring 2021, Review of Existing Conditions, Public Outreach – Summer 2021, Security and Technology Report – Summer 2021, Alternatives Analysis & Coordinated Strategies – Summer / Fall 2021, Draft and Final Plan – Winter 2021, Grant Closeout – Winter 2021 or 2022

Estimated Completion Date: Winter 2022

### Funding:

	Mammoth Lakes	Mono County
RPA		\$10,000
Mono County General Fund (staff time)		\$11,628
FTA 5304	\$	\$113,372
	<b>Total</b>	\$135,000

Note this WE may increase RPA funding depending on future needs.

## 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

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 in the County and TOML. 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
- Monitor 2021 Mid-Cycle CRRSSS for any necessary amendments
- Develop programming needs and/or projects for the 2022 RTIP
- Monitor / amend the 2020 RTIP as necessary
- Identification of any 2022 RTIP needs

#### Expected Products:

- This is an ongoing project and applies to development of any amendments needed for the 2020 RTIP or prior projects
- 2022 RTIP

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: December 2021

#### Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$1,000	\$2,000	\$3,000

## 700.2 Project Development Work / Project Study Reports

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)
- Update existing PSRs as needed for the 2022 RTIP cycle

### Expected Products:

- PIDs and PSRs development for 2021 Mid-Cycle and 2022 RTIP
- Other technical studies needed for project development

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: May/June 2021

### Funding:

	Mammoth Lakes	Mono County	Total Funding
PPM	\$30,000	\$30,000	\$60,000

## 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

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 and other regional efforts such as the Eastern Sierra Planning group and Eastern Sierra Council of Governments.
- 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 and other regional 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		\$3,000	\$3,000

## 800.2 Regional Transit Planning and Coordination

Purpose: Coordination on transit and transit related issues and/or policies with Eastern 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.

One of the critical assets is the ESTA fleet of vehicles is due to reach the end of useful life in 2024. The Commission is supportive of dedicated support for replacing ESTA's fleet, including support to purchase zero emissions buses, fueling infrastructure, buildings, and planning.

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 Technical Advisory Committee (SSTAC) members as needed
- Collect Unmet Transit needs for community
- Incorporate Intelligent Transportation System (ITS) Plan policy into transit plans
- Participate in the YARTS Authority Advisory Committee (AAC)
- Staff involvement with YARTS strategic planning group
- Catalog needs for ESTA transitioning to a zero emission fleet
- Provide support to ESTA in maintaining capital assets in good repair. This includes the planning for replacement, maintenance, and infrastructure needs for the fleet.

### 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 AAC and Governing Board and consideration of annual operating schedules or funding
- YARTS strategy for fleet replacement and contract needs
- Annual allocation of STA and LTF funds

Estimated Benchmarks: Unmet Transit needs process January – June 2022, Consultation with YARTS –on a monthly basis, Annual STA/LTF allocations June 2022

Estimated Completion Date: June 2022

## Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	\$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 out 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

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 2022

Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$6,000	\$2,000	\$8,000

## 900.2 Regional Data Collection Equipment

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. This WE also accounts for the deployment of trail counters.

Previous work: County has deployed counters over the 2020/21 fiscal year. It is evident that additional trail and or vehicle counters are needed for data collection on public lands.

### Task Elements:

- Purchase equipment and software if necessary
- Purchase trail counters and or vehicle counters
- Deployment of trail/vehicle counters as necessary

### Expected Products:

- Purchase of equipment
- Purchase, outfit, and deployment 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 for inclusion into Regional Asset Management System WE 900.3

Estimated Benchmarks: Order trail counters – Summer 2021, take delivery of trail counters summer 2021

Estimated Completion Date: June of 2022

### Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$5000	\$5000	\$10,000

### 900.3 Regional Asset Management System - RPA

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.
- Coordinate / store regional agency data for traffic counts, trail count and user counts for recreational areas
- 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)
- Quantitative data for traffic & trail counts and recreational areas user rate in grant applications, and future funding requests

Estimated Benchmarks: Ongoing for the complete fiscal year

Estimated Completion Date: June of 2022

Funding:

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

### 900.4 Regional Asset Management System - PPM

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 2022

Funding:

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

900.5 Air Quality Monitoring and Planning TOML

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:

- FY 21/22 daily air pollution data report

Estimated Completion Date: On-going work element

Funding:

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

## 900.6 Regional Trails Planning

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) and Over Snow Vehicle (OSV) 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 (Combined Use Roads / OHV and the West Walker River/Mt Gate Planning effort)
- Community outreach to coordinate OHV/OSV staging areas for summer/winter recreation needs and community access points in the region
- Possible amendment to adopted Bicycle Plan and or Trails Plan

### 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 or conceptual plan that would make OHV connections with communities and adjoining public lands
- Conceptual plan for the West Walker River / Mountain Gate Plan
- Community outreach efforts for summer/winter recreational access points

Estimated Benchmarks: Preliminary trail alignments – Summer / Fall 2021, Long Valley area CSA 1 trails program – June 2022

Estimated Completion Date: On going tasks

Funding:

	<b>Mammoth Lakes</b>	<b>Mono County</b>	<b>Total Funding</b>
<b>RPA</b>	\$2,000	\$4,000	\$6,000

## 900.7 Community Traffic Calming, Complete Streets and Design Standards

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 outreach on complete street transportation planning efforts including, Main Street Projects (Bridgeport, Lee Vining, June Lake), Corridor Management Plan, etc.
- Public Works and CDD review of June Lake Village traffic patterns, conduct traffic counts, parking and snow storage constraints, and possible solutions to improve circulation in the Village. This is in coordination with the June Lake Loop Active Transportation Plan / Sustainable Communities Planning Grant.
- Assess neighborhood & community issues, opportunities & constraints in the unincorporated area, with a focus on June Lake and main streets
- Coordination of wayfinding for vehicle access points and consistency with Manual on Uniform Traffic Control Devices (MUTCD)
- Community outreach

Expected Products:

- Traffic count updates, snow storage constraints for June Lake Village and SR 158
- Wayfinding and MUTCD sign implementation

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

Estimated Completion Date: September of 2021

Funding:

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

## 900.8 Mono County Public Works Projects

Purpose: Completion of various projects administered by the Mono County Public Works department. Projects include planning and coordination for regional trails and emergency access routes, modeling through the use of drone surveys and GIS, gathering data for speed surveys and Average Daily Traffic (ADT) counts, updating the Pavement Surface Evaluation and Rating (PASER) System, performing research and planning for the life cycle costs for pavement preservation treatments, updates to Mono County Road Standards, completion of the Local Road Safety Plan (LRSP), tracking of yearly traffic accident data and collision rates for evaluation of roadway safety, and support software. Some of these task elements are listed by probably funded in the 2022/23 OWP.

### Previous work:

- This is a new WE for FY 21/22
- The Systemic Safety Analysis Report Program (SSARP) is completed. The LRSP will expand county road safety beyond engineering countermeasures.
- Emergency access routes for Swall Meadows and the Petersen Tract in June Lake have been proposed and partially analyzed, as identified in the Multi-Jurisdictional Hazard Mitigation Plan.
- GIS shapefiles exist for roads and some signs.
- PASER System has been developed. Data has been collected for 2017-2018 and 2019-2020.
- Speed survey / traffic count device has been acquired.
- Life cycle analysis using equivalent annual cost method is being used to identify road maintenance treatments based on PASER ratings.
- Implementation of safety projects are in progress. Yearly assessment would inform effectiveness of implemented projects.

### Task Elements:

- Prepare LRSP report, including community coordination, goal setting for safety, draft report, and tracking
- Planning of emergency access routes
- Inventory existing assets to be included in shapefiles and imported into GIS
- Refine life cycle costs for pavement preservation
- Update PASER database for 2021-22 by collecting and importing data
- Development of ten speed/traffic surveys throughout the county
- Create framework for a yearly assessment of safety plans and tracking of traffic collisions
- Work with relevant community groups on regional trails planning
- Perform research and planning on the life cycle cost for pavement preservation and development of life cycle software for implementation
- Use of drone surveys for asset management products to be incorporated into WE 900.3

Expected Products:

- LSRP report
- Draft design of emergency access routes
- Completion of GIS map, including inventory of existing assets
- Updated PASER database that reflects data from 2021-22
- Report on data collected from ten speed/traffic surveys
- Identification of most cost-effective road maintenance treatments for incorporation into the 5-Year CIP
- Determination of current traffic collision frequencies and collision rates on relevant county roads

Estimated Benchmarks: First draft of GIS map in 2022, updated PASER dataset by end of fiscal year, draft report of LSRP winter 2021, draft of Mono County Road Standards in 2021

Estimated Completion Date: GIS map ongoing, PASER system data updates ongoing, speed/traffic surveys ongoing, tracking of traffic collision data ongoing, Mono County Road Standards adopted by the Board of Supervisors in FY 21/22, regional trails planning ongoing, completion of LSRP report in FY 21/22

Funding:

	Mammoth Lakes	Mono County	Total Funding
RPA	-	\$30,000	\$30,000

## APPENDIX A OWP BILLING PROCEDURES

- 1) All costs need to be submitted by the 15<sup>th</sup> of the month following the quarter end. Late submittals will not be included. The deadlines are:

Quarter 1 = July 1 – Sept 30: Billing must be submitted by October 15

Quarter 2 = October 1 – December 31: Billing must be submitted by January 15

Quarter 3 = January 1 -March 31: Billings must be submitted by April 15

Quarter 4 = April 1 – June 30: Billings must be submitted by July 15

- 2) All expenditures must include the following:
  - A. OWP Work Element number and work element description that has a budget. If there is no approved budget the costs will be omitted.
  - B. Staff time must include hours worked per day with a rate.
  - C. If consultant costs are included, then detail of consultant costs must be included.
  - D. A brief narrative of quarterly work completed per Work Element and explanation of expenditures for the overall billing.
- 3) All OWP expenditures require a final closeout for the prior fiscal year to Caltrans District 9 by August 31. Please include all WE deliverables no later than July 31.

## **APPENDIX B 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 in 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 and 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.

APPENDIX C BUDGET BREAKDOWN FOR 2021/22

# Mono County Local Transportation Commission

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commdev@mono.ca.gov

PO Box 8  
Bridgeport, CA 93517  
760.932.5420 phone, 932.5431 fax  
www.monocounty.ca.gov

June 14, 2021

**To:** Honorable Mono County Local Transportation Commissioners

**From:** Wendy Sugimura, LTC staff  
April Sall, Planning Analyst  
Kelly Karl, Associate Planner  
Emily Fox, Deputy County Counsel

**Re: Board of Forestry & Fire Protection's Draft State Minimum Fire Safe Regulations  
2021**

## RECOMMENDED ACTION

1. Review and discuss draft comment letter, provide direction to staff regarding revisions to and finalization of the letter;
2. Direct staff to incorporate edits and approve with any desired modifications and authorize the Chair to sign.
3. Direct staff to submit the approved letter by the June 22 deadline.

## FISCAL IMPACT

No fiscal impacts are expected at this time. Future fiscal impacts may include a de facto moratorium on areas of the county that cannot meet the new fire safe standards.

## BACKGROUND

The Board of Forestry and Fire Protection (BOF) is required under Public Resources Code (PRC) §4290 to adopt minimum fire safety standards for State Responsibility Areas (SRAs) that are applicable to “the perimeters and access to all residential, commercial, and industrial building construction.” The State Minimum Fire Safe Regulations (MFSRs) were established January 1, 1991 and created baseline standards for road access, road and building signage, minimum emergency water supplies, and fuel breaks/greenbelts. In September 2018, the California Legislature passed Senate Bill 901 which expanded the applicability of MFSRs to Local Responsibility Areas (LRAs) in Very High Fire Hazard Severity Zones (VHFHSZs) starting July 1, 2021. In addition, SB 901 also required the BOF to increase the frequency of updates relating to fuel breaks/greenbelts near communities as well as preserve undeveloped ridgelines to reduce fire risk.

## DISCUSSION

The BOF initiated the Informal Scoping process for a comprehensive update to the MFSRs in November 2020 and hosted a number of workshops in 2020 and 2021 for members of the public and local jurisdictions to participate in the rulemaking process. In March, the BOF released its third draft of the MFSRs and indicated that the BOF would be authorizing initiation of a 45-day

comment period on the 2021 MFSR. The BOF announcement gave jurisdictions very little time to review the new and previously unreleased version of the MFSR and prepare verbal/written comments for the March 22, 2021, BOF meeting. The BOF received an outpouring of comments from jurisdictions during that meeting concerned with the language proposed in latest version of the MFSR. Mono County Chief Administrative Officer, Robert Lawton submitted a verbal comment at BOF meeting expressing the County's significant concerns with the March draft of the MFSR.

At the March 22 BOF meeting, the BOF expressed an openness to incorporating substantive edits into future drafts of the initial MFSR and indicated that an additional 45-day comment period prior to final approval was possible. An updated draft of the proposed MFSR text was released on April 23, 2021, (with only minor technical changes) as part of the Notice of Proposed Action initiating the formal 45-day public comment period. The comment period ends at the conclusion of the public hearing at the June 22 BOF meeting. At this meeting, the BOF may choose to either adopt the April MFSRs or initiate another 45-day comment period with additional revisions to the 2021 MFSRs. Attached is a draft comment letter with proposed redline edits to the MFSRs in response to the BOF's Notice of Proposed Action.

Please contact Wendy Sugimura at 760-924-1814 or [wsugimura@mono.ca.gov](mailto:wsugimura@mono.ca.gov) with any questions.

## **ATTACHMENTS**

1. Draft Mono County LTC MFSR Comment Letter

## Mono County Local Transportation Commission

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June 8, 2021

Board of Forestry and Fire Protection  
Attn: Ms. Edith Hannigan  
Land Use Planning Program Manager  
PO Box 944246  
Sacramento, CA 94244-2460

*Submitted via email.*

Dear Board of Forestry and Fire Protection:

The Mono County Local Transportation Commission (MCLTC) appreciates the opportunity to comment on the Notice of Proposed Action State Minimum Fire Safe Regulations, 2021 (“MFSRs”). The MCLTC is the Regional Transportation Planning Agency (“RTPA”) for unincorporated Mono County and the incorporated Town of Mammoth Lakes, and its purpose is to coordinate development of the transportation and circulation system with land use development.

The MCLTC has the same interests as the Board of Forestry and Fire Protection (“BOF”) in reducing loss of life and property from catastrophic fires, and is aware that a number of local jurisdictions raised serious concerns about the proposed regulations at the March 22, 2021, BOF meeting. The MCLTC sincerely hopes that the BOF will earnestly and sincerely consider the implications being raised by counties across the state and will incorporate suggested edits into the MFSRs prior to final approval. MCLTC’s comments are consistent with the comment letter submitted by Mono County unless otherwise indicated, and are relevant primarily to the unincorporated county. The Town of Mammoth Lakes is a Federal Responsibility Area (“FRA”) and a Local Responsibility Area (“LRA”) with little to no Very High Fire Hazard Severity Zones.

The MCLTC opposes several elements of the proposed MFSRs including regulations that would create 1) unreasonable requirements for upgrades to existing roads; 2) direct conflicts with state policy and directives on housing; and 3) presumably unintended consequences. In the spirit of collaboration and cooperation, the MCLTC also advocates for a better pathway for cooperation between local jurisdictions and the state in the spirit of good governance.

### **I. Unreasonable Requirements for Upgrades to Existing Roads**

The proposed MFSRs do not account for the practical realities of upgrading existing roads either to new road standards or standards for existing roads. The implications to a

transportation agency such as the MCLTC to upgrade all roads triggered under §1273.00(c) and (d) is staggering, potentially forcing the expenditure of seven to nine figure sums of public or private dollars. Further, where it is even feasible, upgrading roads to new standards may result in unknown environmental impacts to special status species, wetlands, riparian areas, geologic hazards, tribal cultural resources, and other sensitive resources that may have been avoided by the original construction design.

**1. The application of new road standards to any increased density or use intensity and wildfire rebuilds:**

In general, the application of new road standards to existing roads as required by §1273.00 is highly problematic in the unincorporated county, including application to wildfire rebuilds and the three scenarios specified in §1273.00(c): 1) an application for three or more new parcels, 2) an application for a change of zoning which proposes to increase zoning intensity or density, and 3) an application for a change in a use permit which proposes to increase intensity or density. The threshold for increased density and use intensity is extremely vague and, under Mono County zoning regulations, will be triggered for minor projects such as a <2,500 square-foot kitchen or seating expansion at a local restaurant or a second dwelling unit (other than an accessory dwelling unit) in a residential zone. In the case of a wildfire rebuild, the original compliant development or land use was not designed to accommodate the new standards and so meeting the new standards may be prohibitively expensive, create new and unintended problems or impacts such as road expansion into a wetland or thorough a rock face, or simply not be possible depending on right of way, land ownership and lot configurations. These projects would have been exempt under the California Environmental Quality Act (CEQA) and therefore relatively simple to process. If extensive access road upgrades are required, however, the project could easily trigger more extensive environmental analysis, which could include a hefty price tag and a significant investment of time.

Further, these road requirements are disproportionate to the impact of these minor developments, are unreasonably prohibitive for new housing developments, are in direct conflict with both State housing directives to increase housing stock and Mono County General Plan policies to promote compact development and may not be legally defensible. These requirements may expose counties to legal liability by forcing the imposition of disproportionate exactions under the Nollan-Dolan standards articulated in *Dolan v. City of Tigard*, 512 E.S. 374 (1994). Furthermore, depending on existing road configuration, established right of way, and ownership patterns or environmental constraints adjacent to the road, these increased standards and dimensions may not be possible which would result in a de-facto moratorium for all properties along the subject road except for low-density, individual single-family residential development.

**Suggested Solutions**

- 1A. Modify §1273.00(a) “Purpose and Application” of Article 2 Ingress and Egress and 1273.00(c) to apply to new roads, new driveways, and new road/driveway structures only.

*“1273.00(a) New Roads, **new** Driveways, and **new** Road or Driveway Structures, whether public or private, unless exempted under 1270.03(b)-(e) (Scope – Exemptions).”*

- 1B. Modify §1273.00(c) (1) – (3) to increase the thresholds for application of road standards to existing roads to allow for implementation of minor development projects and minor zoning or use permit changes.

*“1273.00(c) The provisions of this Article and Article 3 (Signing and Building Numbering) shall further apply to any Existing Road, Driveway, or Road or Driveway Structure that provides Access to Building construction which includes*

- (1) the permitting or approval of ~~three (3)~~ **fifteen (15)** or more new parcels, excluding lot line adjustments as specified in Government Code (GC) section 66412(d); or*
- (2) ~~an application for a~~ **construction that increases the size of commercial or industrial uses by 27,000-square feet or more; or***
- (3) a change of zoning which ~~proposes to increase zoning~~ **increases the intensity or density permitted on the parcel or parcels within the Perimeter by 20% or more above the zoning applicable on July 1, 2021;***  
*or*
- (4) ~~an application for a change in~~ **issuance or amendment of a use permit which proposes to increase use increases the intensity or density permitted on the parcel or parcels subject to the use permit by 20% or more above the intensity or density permitted on July 1, 2021.”***

## **2. The application of new road standards to existing roads, including wildfire rebuilds:**

§1273.00(d) prohibits building construction when access does not meet the minimum requirements specified in §1273.12 (Standards for Existing Roads). This requirement essentially establishes a moratorium on all development, including ministerial building permits, in areas where private or public roads do not provide all of the following: a 14’ traffic lane, native-surfacing for more than 50% of the road’s length, and turnouts at the dimensions and intervals described in §1273.09. The native-surfacing requirement alone has the potential to create substantial impacts to rural communities in Mono County, including 40% of roads in the Antelope Valley (including Walker, a community still recovering from the devastating 2020 Mountain View Fire); 54% of roads in the Tri-Valley (Benton, Hammil Valley, and Chalfant), and 39% of roads in Bridgeport. In addition, the majority of County-maintained roads utilize native surface material – a cursory analysis of the impacts of this requirement indicates that approximately 493 miles of County roads would need to be upgraded to meet this requirement in comparison to approximately 185 miles of road that are paved or otherwise improved.

Depending on whether the access in question is public or private, the burden of upgrades could fall to the MCLTC, County or a private property owner. If the burden falls to private property owners, imposition of existing road standards in both a wildfire rebuild scenario as well as a typical residential development scenario would render the construction of new housing stock and the reconstruction of residential structures

destroyed in a disaster financially infeasible (which would result in a net loss of available housing). These standards create a barrier to meeting State mandated housing directives and all but the wealthiest property owners would be priced out of constructing or rebuilding a residence. The burdens of these regulations would exacerbate existing environmental justice and equity issues associated with California’s housing crisis. The language in this section of the MFSRs must be updated to ensure that the burden of these safety standards is distributed in a just and equitable manner for all Californians.

If the burden of road upgrades falls to the MCLTC and County, the cost and potential environmental impacts of modifying all deficient access to meet these standards will be significant and, depending on the property’s configuration, ownership, and any topographical constraints, implementing increased road dimensions and standards may not be feasible or legally possible. The only option available to local jurisdictions to conform to MFSR standards may be eminent domain, which is likely to result in prolonged legal challenges in addition to the prohibitive costs associated with bringing existing roads up to standard. The potential legal matters resulting from takings claims and/or eminent domain, the prohibitive costs of upgrades, and the potential inability to conform in general due to existing constraints results in unreasonable regulations in direct conflict with state housing policies and directives.

### **Suggested Solutions**

- 2A. Strike §1273.00(d) in its entirety.

*“1273.00(d)–Notwithstanding any other provision in this Subchapter, Building construction is prohibited where Access is provided by a Road that does not meet the minimum requirements in § 1273.12 (Standards for Existing Roads).”*

- 2B. Strike §1273.12(b) due to potential environmental justice impacts of requiring existing road upgrades that would be financially infeasible for all but the wealthiest property owners and is in direct conflict with the State’s housing mandate.

*“(b) Access to Buildings after a Wildfire shall provide for at least one (1) fourteen (14) foot Traffic Lane for a distance of at least twenty-two (22) feet at an interval of at least every 400 feet; provided, however, where such Traffic Lanes are not possible due to physical site limitations such as localized topography, slope stability or soil conditions, Access shall provide for locations for vehicles to pass each other at reasonable intervals.”*

If the BOF rejects eliminating §1273.00(d) and §1273.12(b), then the MCLTC advocates for the following:

- 2C. Add a new section to §1270.03 “Scope” exempting scenarios where application of the MFSR standards would result in a taking.

*“(g) These regulations shall not apply where application of the regulations would result in a taking or damage private property for public use, without the payment of just compensation therefor under the Constitution of the State of California or the United States.”*

- 2D. Add an exemption to §1273.12 “Standards for Existing Roads” related to sensitive environmental areas as suggested in Santa Clara County’s comment letter.

*“1273.00(d) The standards in this section shall not apply to portions of Existing Roads in sensitive environmental areas (e.g., creeks, streams, oak woodlands, sensitive and protected species habitat areas) or where compliance would require the removal or severe pruning of native trees that have a circumference of 37.7 inches or more (12 inches or more in diameter) measured at 4.5 feet above the ground or immediately below the lowest branch, whichever is lower, or in the case of multi-trunk trees a trunk size of 75.4 inches in circumference or more (24 inches or more in diameter) or where compliance is not Feasible.”*

- 2E. The proposed §1273.13 does not adequately define what surfacing qualifies for improved surface of roads and improving 50% of the surface of graded dirt roads in the county is cost prohibitive. Eliminate this requirement entirely, or require it only in instances when the native surface has been demonstrated to be structurally unsound for bearing the weight of emergency vehicles and define “improved surface of roads” to include gravel or similar substances.

## II. Unintended Consequences of the Proposed MFSRs

These changes to the proposed MFSRs have the potential to result in reduced fire safety of the transportation network and infrastructure, which most certainly was not the intention.

### 3. The application of new road and dead-end road standards to secondary routes for existing roads:

§1273.13 requires secondary routes to meet the standards for new roads, including each new dead-end road being required to connect directly to a through road (a road that is connected to other roads at both ends). This standard is counterproductive and detrimental to MCLTC, Mono County and community-based efforts to increase the fire safety of communities with subdivisions and parcels created before modern MFSRs (prior to January 1, 1991). Many of these communities are constrained by several factors, including infrastructure (existing non-compliant roads, driveways, and dead-end roads as well as an absence of emergency water sources), topographical features, and property ownership limitations (many county communities are surrounded by public lands).

For example, the community of Swall Meadows is a single-access route community with numerous existing non-conforming dead-end roads. The priority hazard identified in the “Town of Mammoth Lakes and Mono County Multi-Jurisdictional Hazard Mitigation Plan” (MJHMP) for this community is wildfire and historically this area has been threatened by a number of fires, most recently the 2015 Round Fire which burned 7,000-acres and destroyed 65 structures. Existing topography, hazard conditions, and public land and private property ownership patterns leaves the community of Swall Meadows very few potential alignments for a secondary access route, none of which are ideal. One potential alignment that would substantially increase the safety of this community would

create a new road from an existing dead-end road on the lower section of the neighborhood to a point on the main dead-end road closer to the exit point that connects to a through road. The travel time to exit the subdivision would be reduced for residents fleeing from wildfire. However, the MFSR provision as written would prevent the construction of this connector road because technically it is a new dead-end road that does not connect to a through road.

The Swall Meadows example is just one of five similar single-access scenarios identified in the MJHMP in four communities (Crowley Lake, McGee Creek, June Lake, and Chalfant).<sup>1</sup> The other communities would similarly be prevented from implementing a feasible secondary access route to increase fire safety by the new road standards which are prohibitive due to cost and practical environmental and land ownership issues. The County recommends revising the standards to allow for a minimum safe egress-only route for existing communities. The standard as currently written makes the perfect an enemy of the good, and the priority for the communities described above should be to provide any type of feasible emergency egress. Requiring a secondary route to meet new road and dead-end road standards as well as road width and load capacity for ingress for emergency vehicles would simply result in no egress at all for these existing at-risk neighborhoods, leaving them subject to evacuation hazards.

Finally, §1273.08(f) has the potential to create undevelopable parcels where a dead-end road is necessary due to landownership patterns (e.g., surrounded by public lands) or other environmental factors and the larger parcel(s) are located beyond the smaller parcel(s). The allowable length of a dead-end road should be based on the cumulative size of all parcels taking access.

### Suggested Solutions

- 3A. Add an exemption to §1273.08(d) allowing for a new dead-end road that facilitates reduced travel time to exit a dead-end road area.

*“(d) Each New Dead-end Road shall be connected directly to a through Road (a Road that is connected to other Roads at both ends) **except where a New Dead-end Road is facilitating reduced travel time to exit a Dead-end Road area.**”*

- 3B. Update the language of §1273.13(a) to clarify that only secondary routes associated with new subdivisions and development approvals are required to meet new road standards.

*“(a) Secondary routes **for new subdivisions and development approvals** shall meet the standards for New Roads in this Subchapter and shall provide for legal and deeded Access that serves as a typical travel way to and from the Building construction.”*

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<sup>1</sup> A total of 402 homes are in similar single access scenarios in the HMP. Swall Meadows has 194 residents in 106 homes and 146 structures; the Lakeridge Ranch Estates in Crowley Lake has 32 homes with 35 additional structures; McGee Creek Gregory Lane development has 15 homes and 15 additional structures; the Petersen Tract of June Lake has 140 homes; two Chalfant Communities, White Mountain Estates and West Chalfant Road have 109 homes in total.

- 3C. Add an exemption to §1273.13 to allow for existing development constrained by practical limitations (i.e., topography, hazard zones, or property ownership) to construct an “egress only route” with a minimum 10’ width and a load capacity for a standard SUV/van. **This proposed language underlined below deviates slightly from Mono County’s comment letter.**

*(c) Secondary routes for existing developments that are constrained by practical limitations such as, but not limited to, environmental impacts, topography, hazard zones, and property ownership, shall prioritize an egress-only route with a minimum width of one 10’ travel lane that will support a standard sport utility vehicle or passenger van.*

- 3D. Modify §1273.08(f) to take into account cumulative size of the parcels taking access from the road.

*“(f) Where a New Dead-end Road provides access to differing zoned parcel sizes requiring different length limits, the ~~shortest~~ allowable length shall ~~apply~~ be based on the cumulative size of all parcels taking access from this road.”*

#### 4. Miscellaneous Comments & Suggested Solutions

- 4A. The BOF’s intent should not be to limit construction and development, but rather to reduce fire risk as much as possible and increase fire safety to the extent practical. All risk cannot be eliminated, and the realities of existing land use and ownership patterns, environmental features, and practical cost constraints must be acknowledged and recognized.

*“(d) By ~~limiting~~ conditioning Building construction in existing neighborhoods and on existing roads and limiting new development approvals in those areas where these minimum Wildfire protection standards are not satisfied, this reduces the risk of Wildfires in these areas...”*

- 4B. The definition of a Driveway may not allow for the density outright permitted on multifamily residential parcels or where density has been increased to comply with state housing directives. The result would require these types of parcels to upgrade a Driveway to a Road, which is an unnecessary burden on housing development and in direct conflict with State housing directives. A modification to the definition of a Driveway would increase the consistency between state housing directives and multifamily residential permitted uses. Other proposed changes below are consistent with RCRC’s suggestions.

*“(l) Driveway: A vehicular pathway that serves up to two (2) parcels with no more than ~~two (2) Residential Units~~ the maximum number of units permitted explicitly by local land use regulations on those parcels and any number of non-commercial or non-industrial Storage Group S or Utility or Miscellaneous Group U Buildings on each parcel. A Driveway shall not serve commercial or industrial uses ~~at any size or scale~~ of more than 7,200 square feet.”*

- 4C. To be consistent with the definition of Driveway, the following modification to the definition of Road is proposed:

*“(gg) Road: A public or private vehicular pathway to more than two (2) parcels, more than ~~four (4) Residential Units~~ the maximum number of units permitted explicitly by local land use regulations on those parcels, or to any industrial or commercial Occupancy of more than 7,200 square feet.”*

- 4D. Ambiguity in proposed section §1270.03 renders it difficult, if not impracticable, to apply. Add language to subsection (a)(4) to clarify the application of this standard.

*“(4) applications for Building permits on a parcel approved in a pre-1991 parcel map (including a parcel map waiver pursuant to Government Code section 66428) or tentative map to the extent that ~~conditions-matters~~ relating to the Perimeters and Access to the Buildings were not imposed approved as part of the approval of the parcel or tentative map process.”*

- 4E. The regulations will exacerbate climate change impacts by imposing requirements that promote low density, dispersed development patterns on large-lot, rural parcels outside of community areas, thereby increasing the need for vehicle travel. Vehicle-miles traveled (“VMT”) is one of the primary contributors to greenhouse gas emissions in Mono County. The Governor has signed several state policies urging state agencies to consider the climate change impacts of VMT. For example, in the Governor’s Executive Order N-19-19, section 2.b directs the State Transportation Agency to “[r]educe vehicle miles traveled by strategically directing discretionary transportation investments in support of housing production near available jobs and in accordance with the state’s smart growth principles.” The proposed regulations do not account for their impact on development patterns that increase VMT in rural counties like Mono.

## **Conclusion**

If the intention of the BOF is to establish improved regulations that increase safety within the constraints of practical realities of cost, environmental sensitivities, and existing uses over which property owners and local jurisdictions have no authority, then the BOF has missed the mark. The regulations as currently crafted are unimplementable, which is simply irresponsible public policy.

The MCLTC seeks to reduce fire risk, as does the BOF. However, the proposed regulations appear, at least in part, to use the heavy-handed and clumsy tactic of simply prohibiting all new development. Refinement of the proposed policies is necessary to ensure a successful regulatory system implemented through state and local cooperation that 1) balances competing priorities and 2) protects lives and reduces losses through good planning that considers the reality of existing constraints and the established land use patterns and transportation system, while allowing for development on private property.

Thank you for your time and consideration of the MCLTC’s comments. Should you have any questions regarding our comments or wish to discuss our concerns further, please contact Mono County Local Transportation Commission Executive Director Gerry

LeFrancois at (760) 924-1810 or [glefrancois@mono.ca.gov](mailto:glefrancois@mono.ca.gov).

Sincerely,

Commissioner Jennifer Kreiz  
Chair, Mono County Local Transportation Commission

cc: The Honorable Franklin Bigelow, California State Assembly  
The Honorable Andreas Borgeas, California State Senate  
Rural County Representatives of California (RCRC)  
California State Association of Counties (CSAC)  
Town of Mammoth Lakes  
Antelope Valley Fire Protection District  
Bridgeport Fire Protection District  
Chalfant Valley Fire Department  
June Lake Fire Protection District  
Lee Vining Fire Protection District  
Long Valley Fire Protection District  
Mammoth Lakes Fire Protection District  
Mono City Fire Protection District  
Paradise Fire Protection District  
Wheeler Crest Fire Protection District  
White Mountain Fire Protection District

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May 19, 2021

Darwin Moosavi  
Deputy Secretary, Environmental Policy and Housing Coordination  
California State Transportation Agency  
915 Capitol Mall, Suite 350B  
Sacramento, CA 95814  
(submitted electronically)

Re: Climate Action Plan for Transportation Infrastructure (CAPTI) comment letter

Dear Mr. Moosavi,

The Mono County Local Transportation Commission (MCLTC) would like to thank you for the opportunity to comment on the draft CAPTI plan and appreciate Governor Newsom's goal to reduce greenhouse gas emission (GHG) and vehicles miles traveled (VMT).

The economy of Mono County is heavily dependent on recreational tourism (domestic and international). Approximately 94 percent of Mono County is in public ownership and these lands are managed by federal, state, or city agencies. Prior to the coronavirus pandemic, the Inyo National Forest hosted approximately 4 million visitors per year with many visitors driving on US 395. The Inyo National Forest has the highest visitation per year of any forest in California, and this trend will most likely continue due to visitors "escaping" to the region to enjoy the many recreational opportunities the Eastern Sierra offers.

The Mono County Local Transportation Commission (MCLTC) offer the following comments:

1) Support consistent funding levels to address safety, goods movement, and mobility

We appreciated the fix-it-first approach and realize additional money is only available through discretionary transportation infrastructure funding. Many of the current programs like the Interregional Transportation Improvement Program (ITIP) and the Active Transportation Program (ATP) and are oversubscribed. The MCLTC has worked regionally through a Memorandum of Understanding (MOU) with Kern Council of Governments, Inyo County Local Transportation Commission and Caltrans District 9 to fund significant improvements on the SR 14 and US 395 corridors. Significant fluctuations in funding have impacted these large capital projects.

It is possible to reduce GHG and VMT once visitors arrive in our communities, but with a tourism-based economy, the traveling public will have to drive here first. We are concerned that CAPTI type projects will move to the front of the line for ITIP funding. Some of our MOU projects have been around since the late 1990s. These projects have significant safety benefits to the traveling public in our rural part of the state.

We support additional funding for the ATP (key action S2.4) and Zero Emission Vehicles infrastructure (key action S2.3). The ATP program can continue the development of multiuse paths for walking and biking within our communities. State highways also function as main street in many

of our communities. Our regional transit operators, Eastern Sierra Regional Transit (ESTA) and Yosemite Area Transportation System (YARTS) provide alternatives to driving once you arrive in the eastern sierra. These two programs can help us implement a true multi modal experience and reduce GHG and VMT.

We fully support additional discussion on “Sustainable Rural Transportation Solutions,” mentioned in key action S2.5 of the draft plan. One issue rural areas of the state face is the digital divide and lack of internet connectivity. Increased rural connectivity could provide additional ways to reduce GHG and VMT in rural communities.

2) Support Community involvement in transportation projects under implementation strategy 3

The MCLTC supports the additional efforts for outreach to our disadvantaged communities. We support development of additional tools under key action S3.4 in order to better utilize an equity index to evaluate or prioritize projects in disadvantaged communities.

3) Support climate resilience and protection of rural landscapes in the transportation planning process

Mono County and the Town of Mammoth Lakes collaborated on a Multi-Jurisdictional Hazard Mitigation Plan (MJHMP). This plan examined various hazards (geologic, fire, flood, weather related) and impacts to persons and property due to fire, geologic, and weather-related events in Mono County. We support key actions S5.1 and S5.2 to better utilize information and current funding programs to implement transportation projects consistent with MJHMP identified needs. In short, many local governments already have these plans in place in order to be eligible for state and federal disaster relief funding.

We support key action S5.3, Incentivizing Land Conservation through Transportation Programs. Rural communities often have environmental constraints, sensitive species, and habitats. Some of these habitats are bisected by highways and disconnect wildlife migration corridors. In Mono County, deer herds must navigate US 395 and SR 203 twice a year without adequate wildlife crossings. Vehicle wildlife collisions lead to extensive property damage and high animal mortality rates. Finally, regional efforts like the Eastern Sierra Recreational Partnership might be helpful to the State as it identifies conservation and climate resiliency on working and recreational landscapes.

4) Support the transportation, land use and housing connection

We support infill development within our communities as these areas are typically the job centers in Mono County (key action S7.1). There is a need for additional funding programs from the state or additional ways to increase housing within our communities. Often, the necessary infrastructure upgrades to allow for higher density development is an impediment in small rural areas. Our housing needs are typically for smaller projects within our communities.

In conclusion, the MCLTC appreciates the ability to take part in future planning efforts to limit climate change. We do ask that state investments be responsive to the unique needs and characteristics of each region whether urban or rural.

Thank you for the opportunity to comment on the Climate Action Plan for Transportation Infrastructure (CAPTI). Please contact Gerry LeFrancois, Co-Executive Director, if you have any questions at 760.924.1810 or [glefrancois@mono.ca.gov](mailto:glefrancois@mono.ca.gov).

Sincerely,



Jennifer Kreitz, Chair Mono County Local Transportation Commission