



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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

## AGENDA

### INYO COUNTY LOCAL TRANSPORTATION COMMISSION

#### **Inyo County Board of Supervisors' Chambers 224 N. Edwards St., Independence, CA 93526**

**All members of the public are encouraged to participate in the discussion of any items on the Agenda. Anyone wishing to speak, please obtain a card from the Transportation Commission Secretary and indicate each item number you would like to discuss. Return the completed card to the Transportation Commission Secretary before the Commissioners consider the item(s) about which you wish to speak. You will be allowed to speak about any item before the Commission takes action on it.**

Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Inyo County Local Transportation Commission. No cards need be submitted in order to speak during the "Public Comment" period.

**PUBLIC NOTICE:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Transportation Commission Secretary at (760) 878-0201. Notification 48 hours prior to the meeting will enable the Inyo County Local Transportation Commission to make reasonable arrangements to ensure accessibility to this meeting (28CFR 35. 102-35. ADA Title II).

### **January 17, 2018**

**9:00 a.m.** Open Meeting

**ITEM NO. 1** Roll Call

**ITEM NO. 2** Public Comment

### **ACTION ITEMS**

**ITEM NO. 3** Election of Officers

**ITEM NO. 4** Secretary of the Local Transportation Commission - Request approval of the minutes of the special meeting of December 6, 2017.

**ITEM NO. 5** Request Commission consider approval of Resolution No. 2018-01 that 1) authorizes the Executive Director to sign the Certifications and Assurances related to the State of Good Repair program for FY 2017-2018 and 2) approves the ESTA's project list.

**ITEM NO. 6** Request Commission approve the submittal of a letter of support for a San Bernardino County Transportation Authority US395 Widening Project grant proposal under the SB 1 Trade Corridor Enhancement Program.

### **DISCUSSION ITEMS**

### **INFORMATIONAL ITEMS**

**ITEM NO. 7** ESTA Report  
Quarterly Operating Report – October through December 2017

**ITEM NO. 8** Tribal Report

**ITEM NO. 9** Caltrans Report

**ITEM NO. 10** City of Bishop Report

**ITEM NO. 11** Executive Director's Report  
FY 2017-2018 First Quarter RPA Invoice

**ITEM NO. 12** Reports from all members of the Inyo County LTC

### **CORRESPONDENCE**

None

### **ADJOURNMENT**



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Clint Quilter  
Executive Director

## STAFF REPORT

**MEETING:** January 17, 2018  
**SUBJECT:** Election of Officers

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### **Recommended Action**

Nominate and then vote to elect Inyo County Local Transportation Commission (ICLTC) commissioner(s) to serve as the Chair and Vice-Chair of the ICLTC for the 2018 calendar year.

### **Background**

Section 4 of the Inyo County By-Laws states:

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

In 2017, the Chair of the ICLTC has been Pat Gardner and the Vice-Chair Doug Thompson.



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Clint Quilter, Executive Director

## MINUTES

### INYO COUNTY LOCAL TRANSPORTATION COMMISSION

**Bishop City Council Chambers  
377 W. Line Street  
Bishop, CA 9514**

December 6, 2017

**9:00 a.m.** Pat Gardner called the meeting to order.

#### **ITEM NO. 1** Roll Call

Commissioners Present:

Bob Kimball  
Doug Thompson  
Pat Gardner  
Laura Smith  
Rick Pucci

Others present:

Randi Chegwidden, Caltrans  
Brent Green, Caltrans  
Bryan Winzenread, Caltrans  
Jill Batchelder, ESTA  
Joan Stathem, ESTA Rider  
Denise Hayden, Secretary  
Courtney Smith, Staff

#### **ITEM NO. 2** Public Comment

None

## **ACTION ITEMS**

**ITEM NO. 3** Secretary of the Local Transportation Commission – Requests approval of the minutes of the meeting of October 18, 2017.

Motion to approve the minutes was made by Commissioner Rick Pucci and seconded by Commissioner Doug Thompson. Motion passed 4-1 with Commissioner Laura Smith abstaining.

**ITEM NO. 4** Request Commission approve Amendment No. 1 to the FY 2017/2018 Overall Work Program via Resolution No. 2017-11 adding a task related to the creation of a Stormwater Master Plan in the City of Bishop.

The agenda mistakenly refers to a resolution. Staff requests that your Commission via a Minute Order approve Amendment No. 1 to the Overall Work Program (OWP) for the 2017/2018 Fiscal Year; and authorize the Executive director to complete paperwork necessary to conduct this amendment.

The City of Bishop is proposing to develop a Stormwater Master Plan that includes provisions for improved management and policy; guides the development of City projects related to stormwater and street improvements; and describes maintenance and operations; and provides the opportunity for education and outreach. The City will hire a consultant to complete the project and the cost will be \$92,000. The project was initiated in FY2015-2016. The task was carried over to the FY2016-2017 OWP in the amount of \$87,030 but inadvertently dropped from the FY2017-2018 OWP.

This amendment will bring back this project as Task #23 in Work Element 400.1 of the OWP. In addition to the new task, the PPM expenditure amounts will be changed to reflect likely expenditure amounts. The PPM expenditure amounts shown in Work Elements 200.1 and 500.1 are also being changed to reflect likely expenditure amounts. These changes are also being made to the OWP Funding Source and Expenditure Summary Table. This is considered an administrative amendment that can be completed unilaterally by the LTC and does not require concurrence from Caltrans.

Motion to approve Amendment #1 to the FY2017/2018 Overall Work Program was made by Commissioner Rick Pucci and seconded by Commissioner Laura Smith. Motion passed 5-0

**ITEM NO. 5** Request Commission 1) Approve the submittal of the 2018 Regional Transportation Improvement Program (RTIP) to the California Transportation Commission and 2) Authorize the Executive Director to sign documents related to the submittal of the RTIP and to make any technical changes to the RTIP in response to input from City, County, and/or State staff.

Your Commission is being asked to:

1. Approve the submittal of the 2018 RTIP to the California Transportation Commission (CTC).

2. Authorize the Executive Director to sign documents related to the submittal of the RTIP and to make any technical changes to the RTIP in response to input from City, County, and/or State staff.

In front of you is a new table summarizing the programming proposed to be included in the RTIP. Also, there is a page where items on page 11 of the RTIP have been changed based on feedback from Caltrans staff about the Olancha-Cartago project.

The LTC is required to submit the RTIP by December 15, 2017. This is also the date that Caltrans is required to submit the Interregional Transportation Improvement Program or ITIP. The CTC southern hearing is on January 25, 2018. The CTC will then publish the staff recommendations on February 28<sup>th</sup> with the adoption hearing on March 21-22, 2018

There is a target share available to the Inyo County LTC of \$12.321 million through FY 2022-2023. The LTC, representing a County with a population of under 100,000 people, is allowed to exceed this number as in this situation where Olancha-Cartago is such a large funding burden.

The following priorities were presented to the Commission in August and used in the development of the draft 2018 RTIP.

- 1) Program, or setting aside RIP funds, for MOU projects on the State Highway System (The program strategies will be dependent on the capacity of the Caltrans Programming Office and MOU partners to bring these projects forward); and
- 2) Program local projects that leverage Federal funding; and
- 3) Program the preliminary components for new local projects.

Courtney reviewed the spreadsheet he passed out summarizing the 2018 RTIP funding requests. For Planning, Programming, and Monitoring funds, the RTIP proposes to fund \$100,000 in fiscal years 2018-2019 and 2019-2020 and then \$185,000 in fiscal years 2020-2021 through 2022-2023. This is the maximum amount that can be programmed in this STIP cycle.

For Priority 1 MOU projects, cost increased will be programmed for US 395 Olancha-Cartago as well as the \$24.475 million Construction component. This is the big project and will create a significant negative fund share balance. There is a possibility that the Mono County LTC will program in excess of their MOU share of 10% and slightly reduce the negative share balance the LTC faces. The RTIP also programs the Design component of the SR 14 Freeman Gulch Segment 2 four lane project.

The only second tier project is the South Lake Road Federal Lands Access Program matching project that programs \$1.369 million and will leverage \$11 million in FHWA funds.

The third priority projects are the East Line Street Bridge project in the City of Bishop and the Lone Pine Town Rehabilitation project in the County. Only the environmental component of

both projects is being programmed at this time. The program year for both these projects is FY 2018-2019.

Doug mentioned that he was up at the CTC town hall meeting in Mammoth and he noted that Kern COG has some real issues with Highway 46 and Highway 58. As he was driving back he realized that we share the same dilemma with finishing off the Olancha-Cartago and Freeman Gulch projects. Doug said that it would make sense to put all of these projects together and present them as one large project. It would be an incredibly large amount of money but at one time it would approve all of these projects. But, if not, we are just going to struggle back and forth.

Brent Green said that Caltrans talked about combining Freeman Gulch segments 2 and 3. To add Olancha-Cartago project to that would delay Olancha-Cartago too much. He is willing to take a look at combining Freeman Gulch again and see what they can come up with. Each of the segments has the same environmental report.

Bryan Winzenread noted that these projects are competing State wide. In this STIP cycle, the recognition of the CTC is a nice complement to what we are doing in the Eastern Sierra. He was impressed with how much the CTC was involved and aware of the US 395 / SR 14 corridor. It was enlightening. These projects are on the priority list in the State of California.

Bryan said that in 1955 Caltrans started 4-laning the US 395/SR 14 corridor. Since then 250 miles of the 280 miles have been upgraded. There still remains the three projects, Olancha; Freeman Gulch Segment 2; and Freeman Gulch Segment 3 to complete the four laning of this corridor. We are right at the end of this project. As for Freeman Gulch 2 and 3, with the design moving forward for Segment 2 we may have an opportunity to get Segments 2 & 3 programmed together for construction in the next cycle. Combining the two projects could reduce the overall cost.

Laura Smith added that these projects are exciting - not to be faster but safer on the highways.

Doug noted that Olancha is still moving forward and Bryan added that they are kicking up the design portion and the RTIP is programmed construction for 2021/2022.

Courtney noted that the County should hear by the end of this month about the planning grant for Olancha, which will be nice for the planning of this project.

Bryan added that Caltrans is partnering with California Fish and Wildlife. There is a big pile of white mine tailings in Cartago on the west side of the highway. There are some wetlands near there that Caltrans will be working with Fish and Wildlife to clean this area up.

Motion to approve the submittal of the 2018 RTIP to the California Transportation Commission was made by Commissioner Doug Thompson and seconded by Rick Pucci. Motion passed 5-0

## **DISCUSSION ITEMS**

Attached is a letter that the LTC received from Caltrans stating that the Olancha-Cartago stretch of US395 will be added to the list of Critical Rural Freight Corridors. This will make the project eligible for new types of Federal funding. The letter your Commission approved at the last meeting was successful.

## **PUBLIC COMMENT:**

Pat Gardner re-opened the Public Comment portion of the meeting to include Joan Stathem who arrived late because of the bus schedule. Joan indicated that one of the ESTA bus drivers asked her to mention that they need a dispatcher on the weekends so that they don't have to drive and dispatch at the same time. Jill Batchelder made note of this request.

## **INFORMATIONAL ITEMS**

### **ITEM NO. 6** Eastern Sierra Transit Authority Report Quarterly Operating Report

Jill Batchelder said that they have new funding coming in from SB 1. It is formula funding related to the State of good repair. She will bring this item back to the Commission next month. For Inyo County a little over \$34,000 will be available. It can be used for either capital or operating expenses, and is also eligible for vehicle maintenance. This flexibility is always a welcome item. Most routes are doing well. The Bishop Dial-A-Ride is getting busier and they are looking for ways to accommodate the riders.

Rick Pucci asked about John Helms impending retirement. Jill said that she wasn't going to bring up the topic because John isn't at the meeting. John has announced his retirement and he will be leaving in May 2018. There is an RFP out through a recruiter for John's replacement.

Laura Smith commented on the nice format of the ESTA report and Pat concurred.

### **ITEM NO. 7** Tribal Report

None

### **ITEM NO. 8** Caltrans Report

Bryan Winzenread presented the quarterly report and was there to answer any questions. He did want to highlight a few projects. Olancha-Cartago is going forward and that is very exciting. The Bishop ADA project will be starting in late winter/early spring. This project is to bring all of the sidewalks up to the current ADA standards throughout the community. This goes from the hospital on SR 168 to the US 395 intersection and then from the Fairgrounds to Jay Street on US 395. They do not have a contractor on board yet but there will be meetings once they get one so that the public and business owners can attend. As they



make their way through town they will work with the business owners to make sure that they have full access to their business and that they can remain open during construction.

Pat asked why the project got moved into the spring from winter. Brent joined in the conversation and noted that they were scheduled to begin in November and because of the items that have to be ordered and the time it takes to get them the project will be pushed back to the end of Winter/beginning of spring. Bryan Winzenread stated that this is going to be a long project and they are aware of the impact that this is going to have on Mule Days and there are provisions stated in the contract to accommodate these events in town. There will be no work done during this time.

There is a project that is going to start this summer to look at SR168 to reconsider the lane alignment from US 395 to Manor Market. There are many accidents on West Line St. (SR 168) because there is not a center turn lane.

Laura Smith commented on the Bishop ADA project and said that it will be really nice. Many people don't understand why the sidewalks are being re-done. It's understood that Caltrans is mandated to do this project and it was not just a project to tear up the sidewalks. There are a few constrictions on Main Street that force you to walk in the street to get around the telephone poles in the sidewalk. These are the kinds of improvements that are being made. Bryan stated that they are doing these projects throughout all of District 9 as funds become available. They will be working in Lee Vining as well as many other communities.

Brent Green added that some of the new features are that they are going to be removing some of the old sidewalks that do not meet the ADA requirements and replacing them with new so that it will create all of the same type of concrete and not appear patched. They will be adding a new median in front of Joseph's Market that will be helpful for the pedestrians. They were also able to add curb and gutter improvements as well as the sidewalks. There will also be improvements made at Main and Line. Caltrans feels that it is important to talk to the community and to keep the people informed as the project moves forward. There will be night work in this project to lessen the impact on the community. They will only be working in 1,000 foot increments at a time so that they don't impact the entire downtown area at one time. This is all spelled out in the contract. Brent added that the contractors will also be at the meetings with the public and business and they will have the opportunity to speak. Pat Gardner noted that there are some businesses that want to upgrade their store fronts and it might work well to do that at the same time that the sidewalk projects is being done.

**ITEM NO. 9** City of Bishop Report

None

**ITEM NO. 10** Executive Director's Report

Courtney presented the County project update. For the West Bishop project construction started in September. The following streets have been pulverized & paved: Sunset Dr.,

Sunset Ln., Sundown Circle, Leisure Circle, Summer Haze Circle, Autumn Leaves Circle, and Snow Circle. Due to cooler temperatures, Pa Me Lane, Irene Street, Irene Way, Sierra Vista & Glenbrook will be pulverized and paved next spring (assuming the water table is low enough).

For the South Lake Road Federal Lands Access Program project, construction is anticipated in Federal Fiscal Year 2020.

For the South County striping Highway Safety Improvement Program project, PS & E is underway. Construction is anticipated to begin in 2018. There are a couple of small changes to the project scope. That is, a) rumble strips are being removed on Stateline as they have been removed on the Nevada side, b) the pass portion of Old Spanish Trail Highway will not receive edge lines due to narrow road width.

On the N. Round Valley Road bridge emergency repair project, staff is moving as quickly as possible to resolve funding issues. The road is not Federal aid eligible and it's unclear if the County can use Cal OES funds. The County has contracted with MGE to determine if the existing bridge is salvageable. A report is expected to be completed in early January.

Pat Gardner mentioned that the contractor did a wonder job on Sunset and that they were accommodating to the people. The road is very nice now.

**ITEM NO. 11** Reports from members of the Inyo County Local Transportation Commission

None

**CORRESPONDENCE:**

None

**ADJOURNMENT**

Meeting was adjourned at: 9:48 a.m.

Attest:

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Clint Quilter  
Executive Director

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By: Denise Hayden, Secretary

## STAFF REPORT

Subject: State of Good Repair Program: Project List

Initiated by: John Helm, Executive Director – Eastern Sierra Transit

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### **BACKGROUND:**

The recently enacted SB-1 legislation will provide approximately \$105 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects. This investment in public transit is referred to as the State of Good Repair (SGR) Program. The SGR Program is funded from a portion of a new Transportation Improvement Fee on vehicle registrations due on or after January 1, 2018. A portion of this fee will be transferred to the State Controller's Office (SCO) for the SGR Program, which will be managed and administered by the California Department of Transportation (Caltrans). These funds will be allocated under the State Transit Assistance (STA) Program formula to eligible agencies pursuant to Public Utilities Code (PUC) section 99312.1. Half of the funds are allocated according to population and half according to transit operator revenues.

### **ANALYSIS/DISCUSSION:**

The goal of the SGR Program is to provide funding for capital assistance to rehabilitate and modernize California's existing local transit systems. Prior to receiving an apportionment of SGR funds in a given fiscal year, a potential recipient agency must submit a list of projects proposed to be funded to the Department. Each project proposal must include a description and location of the project, a proposed schedule for the project's completion, and an estimated useful life of the improvement. The Department will provide the SCO a list of all agencies that have submitted all required information and are eligible to receive an apportionment of funds. Each recipient agency is required to submit an Annual Expenditure Report on all activities completed with those funds to the Department. Each agency must also report the SGR revenues and expenditures in their annual Transportation Development Act Audit.

SGR funds are made available for capital projects that maintain the public transit system in a state of good repair. PUC section 99212.1 (c) lists the projects eligible for SGR funding, which are:

- Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities, including the rehabilitation or modernization of the existing vehicles or facilities.

- The design, acquisition and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Examples include, but are not limited to, the following:

- Replacement or rehabilitation of:
  - Rolling stock
  - Passenger stations and terminals
  - Security equipment and systems
  - Maintenance facilities and equipment
  - Ferry vessels
  - Rail
- Preventative Maintenance
- New maintenance facilities or maintenance equipment if needed to maintain the existing transit service

The estimate of available SGR funds for FY 2017/18 identifies a total of \$24,732 in available SGR funding.

The initial Project List due date is January 31, 2018. In order to be able to receive funding for the first quarter of the program (January – March, 2018), eligible operators must submit an approved Project List to Caltrans by January 31, 2018. ESTA's proposed Project List is included on the following pages for the review and approval of the Commission. A resolution documenting this approval is also included.

## **RECOMMENDATION**

The Commission is requested to approve Resolution 2018-01, approving the State of Good Repair program Project List submitted by Eastern Sierra Transit Authority for FY 2017-2018.

**RESOLUTION # 2018-01**

**A RESOLUTION OF THE INYO COUNTY LOCAL TRANSPORTATION COMMISSION AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM FUND FOR FY 2017-18**

**WHEREAS**, the Inyo County Local Transportation Commission is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

**WHEREAS**, the Inyo County Local Transportation Commission wishes to delegate authorization to execute these documents and any amendments thereto to the Inyo County Local Transportation Commission, Executive Director; and

**WHEREAS**, the Inyo County Local Transportation Commission concurs with and approves the project list for State of Good Repair program funds that was submitted by the Eastern Sierra Transit Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Inyo County Local Transportation Commission that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit projects.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that Inyo County Local Transportation approves the Eastern Sierra Transit Authority State of Good Repair project list.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that Inyo County Local Transportation, Executive Director be authorized to execute all required documents of the SGR program and any Amendments thereto with the California Department of Transportation.

Passed and adopted this 17<sup>th</sup> day of January, 2018.

By the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
Chairperson,  
Inyo County Local Transportation Commission, Chair

Attest: \_\_\_\_\_  
Denise Hayden, Commission Secretary



**Agency Information**

**Funding Fiscal Year: 2017-18**

<b>(Choose First) Regional Entity :</b>	<b>*Estimated SGR 99313 Allocation</b>
Inyo County Local Transportation Commission	\$ 24,732

<b>Operator (Not required if you are the Regional Entity):</b>	<b>*Estimated SGR 99314 Allocation</b>
	\$ -

<b>**Enter your total STA allocation in the blue box:</b>	\$ 110,434
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<b>The amount to be reported on will be listed in the grey box:</b>	\$ 36,443
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<b>Agency Address:</b>	<b>City:</b>
PO Drawer Q	Independence

<b>Contact Name:</b>	<b>Contact Title:</b>
Clint Quilter	Executive Director

<b>Contact Phone Number:</b>	<b>Contact Email:</b>
760-878-0207	cquilter@inyocounty.us

\*You can find your **SGR** allocation estimates on the letter from the California State Controller dated Nov. 3, 2017:

[https://www.sco.ca.gov/Files-ARD-Payments/Transit/statetransitassistanceestimate\\_sgr\\_1718\\_october17.pdf](https://www.sco.ca.gov/Files-ARD-Payments/Transit/statetransitassistanceestimate_sgr_1718_october17.pdf)

\*\*You can find your **STA** allocation estimates on the letter from the California State Controller dated Nov. 3, 2017:

[https://www.sco.ca.gov/Files-ARD-Payments/Transit/statetransitassistanceestimate\\_1718\\_october17.pdf](https://www.sco.ca.gov/Files-ARD-Payments/Transit/statetransitassistanceestimate_1718_october17.pdf)





#	Project Location City	Project Funding						Legislative Districts			Notes, Comments, Additional Information	
		SGR Costs				Non-SGR Costs		Total Project Costs <i>Auto Populated</i>	Congressional	Senate		Assembly
		2017-18 SGR Costs 99313	2017-18 SGR Costs 99314	Total SGR Costs 99313	Total SGR Costs 99314	Total STA Costs - <i>Not Including SGR</i>	Total All Other Funds					
1	Inyo County	\$ 27,432				\$ 36,443		\$ 36,443	25	1	25	
2								\$ -				
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## State Transit Assistance State of Good Repair Program

### Recipient Certifications and Assurances

**Recipient:** Inyo County Local Transportation Commission

:

**Effective Date:** January 31, 2018.

In order to receive State of Good Repair Program (SGR) funds from the California Department of Transportation (Department), recipients must agree to following terms and conditions:

#### A. General

- (1) The recipient agrees to abide by the State of Good Repair Guidelines as may be updated from time to time.
- (2) The potential recipient must submit to the Department a State of Good Repair Program Project List annually, listing all projects proposed to be funded by the SGR program. The project list should include the estimated SGR share assigned to each project along with the total estimated cost of each project..
- (3) The recipient must submit a signed Authorized Agent form designating the representative who can submit documents on behalf of the recipient and a copy of the board resolution authorizing the agent.

#### B. Project Administration

- (1) The recipient certifies that required environmental documentation will be completed prior to expending SGR funds. The recipient assures that each project approved for SGR funding comply with Public Resources Code § 21100 and § 21150.
- (2) The recipient certifies that SGR funds will be used for transit purposes and SGR funded projects will be completed and remain in operation for the estimated useful lives of the assets or improvements.
- (3) The recipient certifies that it has the legal, financial, and technical capacity to deliver the projects, including the safety and security aspects of each project.

- (4) The recipient certifies that there is no pending litigation, dispute, or negative audit findings related to any SGR project at the time an SGR project is submitted in the annual list.
- (5) Recipient agrees to notify the Department immediately if litigation is filed or disputes arise after submission of the annual project list and to notify the Department of any negative audit findings related to any project using SGR funds.
- (6) The recipient must maintain satisfactory continuing control over the use of project equipment and/or facilities and will adequately maintain project equipment and/or facilities for the estimated useful life of each project.
- (7) Any and all interest the recipient earns on SGR funds must be reported to the Department and may only be used on approved SGR projects or returned to the Department.
- (8) The recipient must notify the Department of any proposed changes to an approved project list by submitting an amended project list.
- (9) Funds will be expended in a timely manner.

**C. Reporting**

- (1) Per Public Utilities Code § 99312.1 (e) and (f), the recipient must submit the following SGR reports:
  - a. Annual Expenditure Reports within six months of the close of the fiscal year (by December 31<sup>st</sup>) of each year.
  - b. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of SGR funds. A copy of the audit report must be submitted to the Department within six months of the close of each fiscal year in which SGR funds have been received or expended.

**D. Cost Principles**

- (1) The recipient agrees to comply with Title 2 of the Code of Federal Regulations Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The recipient agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall

comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- (3) Any project cost for which the recipient has received payment that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, are subject to repayment by the recipient to the State of California (State). Should the recipient fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the recipient from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

**E. Record Retention**

- (1) The recipient agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the recipient, its contractors and subcontractors connected with SGR funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the recipient, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the recipient pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the recipient's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the recipient's contracts with third parties pursuant to Government Code § 8546.7, the recipient, its contractors and subcontractors and the Department shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a

project for audits, examinations, excerpts, and transactions, and the recipient shall furnish copies thereof if requested.

- (3) The recipient, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

**F. Special Situations**

- (1) Recipient acknowledges that if a project list is not submitted timely, the recipient forfeits its apportionment for that fiscal year.
- (2) Recipients with delinquent expenditure reports may risk future eligibility for future SGR funding.
- (3) Recipient acknowledges that the Department shall have the right to perform an audit and/or request detailed project information of the recipient's SGR funded projects at the Department's discretion from SGR award through 3 years after the completion and final billing of any SGR funded project.. Recipient agrees to provide any requested project information.

I certify all of these conditions will be met.

**Inyo County Local Transportation Commission**

**BY:** \_\_\_\_\_

Clint Quilter, Executive Director  
Inyo County Local Transportation Commission



Authorized Agent

The following individual(s) are hereby authorized to execute for and on behalf of the named Regional Entity/Transit Operator, and to take any actions necessary for the purpose of obtaining State Transit Assistance State of Good Repair funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid at the beginning of Fiscal Year 2017-2018 until the end of the State of Good Repair Program. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself.

Clint Quilter, Inyo County LTC, Executive Director OR  
(Name and Title of Authorized Agent)

\_\_\_\_\_ OR  
(Name and Title of Authorized Agent)

\_\_\_\_\_  
(Name and Title of Authorized Agent)

AS THE Chairperson  
(Chief Executive Officer / Director / President / Secretary)

OF THE Inyo County Local Transportation Commission  
(Name of County/City Organization)

\_\_\_\_\_  
(Print Name) Chairperson \_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Signature)

Approved this 17<sup>th</sup> day of January, 2018



# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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



Clint Quilter  
Executive Director

## STAFF REPORT

**MEETING:** January 17, 2018

**PREPARED BY:** Courtney Smith, Transportation Planner

**SUBJECT:** San Bernardino County Transportation Authority Request for Letter of Support for a US 395 Widening Grant Application

San Bernardino County Transportation Authority (SBCTA) is requesting a letter of support for their US 395 Widening project grant application for Trade Corridor Enhancement Program (TCEP) funds. This project is proposed jointly for funding by the SBCTA and Caltans. The project will widen US 395 from SR 18 (Palmdale Road – MP 11.2) in Victorville to Chamberlaine Way (MP 16.6) in Adelanto. The project is Segment 2 of a three tiered project between I-15 and Desert Flower Road.

The draft letter of support includes some background as to our partnerships with San Bernardino and emphasizes the importance of this corridor to our area.

### **Recommended Action**

Approve the submittal of a letter of support to the California Transportation Commission for the SBCTA US 395 widening project grant application and authorize the Executive Director to sign.

Attachments: Draft Letter of Support





# INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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



Clint Quilter  
Executive Director

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Ms. Susan Bransen, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
P.O. Box 942873  
Sacramento, CA 95814

**Subject:** Support Letter for San Bernardino County Transportation Authority and Caltrans Grant Application for US-395 Widening under the SB 1 Trade Corridor Enhancement Program for 2018

Dear Ms. Bransen:

This letter is to express the Inyo County Local Transportation Commission's support for the US-395 Widening Project between SR-18 in Victorville and Chamberlaine Way in Adelanto. The application is being submitted as a partnership between the San Bernardino County Transportation Authority (SBCTA) and Caltrans for funding under the Senate Bill (SB) 1 Trade Corridor Enhancement Program (TCEP), with potential award in 2018.

Specifically, this project will widen US-395 between SR-18 (Palmdale Road – MP 11.2) and Chamberlaine Way (MP 16.6) from two lanes to four lanes. Turn lanes and signals will be installed at various intersections within the project limits. This is a partnership project between Caltrans and SBCTA. It represents Segment 2 of a three-segment project between Interstate 15 and Desert Flower Road that was environmentally cleared in December 2009 under a CEQA Initial Study and Mitigated Negative Declaration.

The Inyo County Local Transportation Commission (ICLTC) has supported improvements to US-395 over many years, including segments in San Bernardino County, recognizing the strategic importance of US-395 to the inter-regional movement of people and goods in the eastern parts of California. The ICLTC entered into a four-county MOU for long term improvements to the US 395 corridor. In the 2000 STIP, the ICLTC programmed \$2 million. US-395 is particularly important for the movement of agricultural products and other commercial products and materials from the San Joaquin Valley and Eastern Sierras to markets in Southern California and other areas of the Southwest U.S. The ICLTC successfully nominated a portion of US 395 in Inyo County as a Critical Rural Freight Corridor. It is also an important route for inter-regional recreational traffic, particularly to and from the Eastern Sierra.

This US-395 Widening Project is one phase of a multiple-segment improvement program for US-395, and can be delivered well within the prescribed timeline outlined in the TCEP guidelines. We greatly appreciate your consideration of this request, which will result in significant benefits to mobility, accessibility, and economic development throughout our region.

As the US 395 and SR 14 corridors are four-laned in Inyo, Mono, and Kern counties; it increasingly focuses traffic in the Victor Valley area and we wholeheartedly support this US 395 widening project TCEP application. Thanks for the consideration of the SBCTA grant application. If you have any questions please contact me at (760) 878-0201 or [cquilter@inyocounty.us](mailto:cquilter@inyocounty.us).

Sincerely,

Clint Quilter, Executive Director  
Inyo County Local Transportation Commission

Cc: Ellen Pollema, Management Analyst II  
San Bernardino County Transportation Authority