



INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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Clint Quilter, Executive Director

AGENDA

INYO COUNTY LOCAL TRANSPORTATION COMMISSION

Bishop City Council Chambers 377 W. Line St., Bishop, CA 93514

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).

March 21, 2018

9:00 a.m. Open Meeting

ITEM NO. 1 Roll Call

ITEM NO. 2 Public Comment

ACTION ITEMS

ITEM NO. 3 Secretary of the Local Transportation Commission - Request approval of the minutes of the meeting of January 17, 2018.

ITEM NO. 4 Request Commission approve Resolution No. 2018-02 authorizing the execution of the Low Carbon Transit Operations Program (LCTOP) and allocating \$26,403 of FY 2017-2018- funds toward the purchase of an electric bus.

DISCUSSION ITEMS

ITEM NO. 5 Introduction by LTC staff to the Draft Overall Work Program for Fiscal Year 2018-2019 and provide feedback.

ITEM NO. 6 Receive the second quarter invoice of Rural Planning Assistance funds in Fiscal Year 2017-2018.

INFORMATIONAL ITEMS

ITEM NO. 7 ESTA Report

ITEM NO. 8 Tribal Report

ITEM NO. 9 Caltrans Report
Quarterly Project Update

ITEM NO. 10 City of Bishop Report

ITEM NO. 11 Executive Director's Report
2018 STIP status report
Truck traffic issues on Old Spanish Trail Highway

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

CORRESPONDENCE

None

ADJOURNMENT



**INYO COUNTY
LOCAL TRANSPORTATION COMMISSION**



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MINUTES

INYO COUNTY LOCAL TRANSPORTATION COMMISSION

**Inyo County Board of Supervisors Chambers
224 N. Edwards Street
Independence, CA 93526**

January 17, 2018

9:00 a.m. Doug Thompson called the meeting to order.

ITEM NO. 1 Roll Call

Commissioners Present:

Doug Thompson
Rick Pucci
Dan Totheroh
Bob Kimball

Others present:

Brent Green, Caltrans
Cort Hitchens, Caltrans
Jill Batchelder, ESTA
John Helm, ESTA
Dave Grah, City of Bishop
Denise Hayden, Secretary
Clint Quilter, Executive Director
Courtney Smith, Staff

ITEM NO. 2 Public Comment

None

ACTION ITEMS

ITEM NO. 3 Election of Officers – The LTC By Laws state the Chair and Vice-Chair shall be nominated and then elected at the first meeting of the calendar year. In 2017, the Chair has been

Patricia Gardner and the Vice-Chair Doug Thompson. Patricia Gardner indicated that she does not want to be the Chair in 2018 due to scheduling issues, but is willing to serve as the Vice-Chair.

Nomination of Chair of Doug Thompson was made by Rick Pucci and seconded by Dan Totheroh

Motion passed 4-0

Nomination of Vice Chair of Patricia Gardner was made by Dan Totheroh and seconded by Rick Pucci

Motion passed 4-0

ITEM NO. 4 Secretary of the Local Transportation Commission – Requests approval of the minutes of the meeting of December 6, 2017.

Motion to approve the minutes was made by Commissioner Bob Kimball and seconded by Commissioner Rick Pucci. Motion passed 3-0-1 with Commissioner Dan Totheroh abstaining.

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.

Jill Batchelder noted that the SB1 State of Good Repair program funds are new to ESTA this year. There is approximately \$105 million dollars annually to transit operators throughout the State of California. The money is coming through new vehicle registration fees that began at the first of the year that are dedicated for transit. Projects can be transit capital projects, service to maintain transit fleet, design and acquisition of new vehicles and transit services repair and improve local transportation services.

ESTA is being forward a preventive maintenance program. Preventative maintenance is an eligible project for these funds. In the operating world, operating funds are often used to keep the fleet maintained.

Inyo County was allocated \$24,732.00 from the State Controller's office for FY 2017-2018. The timing of this is really good because ESTA will be losing the JARC funding that were being used to operate the Lone Pine Express and the Mammoth Express. That program has come to an end and this program (SB1) is coming in. It was approximately \$80,000 in JARC funding that ESTA was losing between Inyo County and Mono County and the 99314 money that comes through ESTA is about \$71,000.

The funds are being listed for maintenance. Staff recommends approval of Resolution No. 2018-01 approving the list and authorizing the Executive Director to sign related documents including the Certifications and Assurances.

Motion made by Commissioner Dan Totheroh and seconded by Commissioner Rick Pucci.
Motion passed 4-0

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

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 Caltrans. 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.

Motion was made by Commissioner Rick Pucci and seconded by Commissioner Dan Totheroh. Motion passed 4-0

DISCUSSION ITEMS

None

INFORMATIONAL ITEMS

ITEM NO. 7 Eastern Sierra Transit Authority Report
Quarterly Operating Report for October through December 2017

Operating statistics – Ridership is up over 11%, up 1,700 riders over last year. Fares are up by about 13%. There is an increase in service hours and service miles and this can be attributed to the expansion of the 395 route going to 5 days a week going to both Reno and Lancaster. The ridership numbers differ with large gains on the Reno/Lancaster route and a drop in the Mammoth Express and the Lone Pine Express. That is due to how the ridership and hours are calculated. With the expansion of the 395 route, that took away from the Lone Pine Express and the Mammoth Express so the calculations are different.

Dan Totheroh asked if these were calculated the old way would we see a zero change. Jill noted that she would have to go back and recalculate these numbers to determine that. Reno had a gain of 450 passengers and Lancaster had a gain of 183 passengers. There was a loss of 250 on the other routes so it is close to a wash with the other calculations.

They are getting new Dial-A-Ride passengers in the Lone Pine area. Total fares collected \$85,000 which is up 17%. All of the routes are exceeding the fare box ratios.

Doug Thompson asked if they will be running the Bishop Creek route again. Jill said that she has not heard from the Board on that but she is anticipating that they will.

John Helm noted that they are going to be conducting an organizational assessment of ESTA on how they are organized and how they provide the services that they deliver. They are in the midst of that study and the results will be delivered in February. The consulting group, The Matrix, has been out for two work visits and have met with all of the staff and they are in the process of implementing an employee wide survey that should be completed next week. They are excited to see the results of this study to make sure that they are organized and delivering the service in the most efficient way possible.

In last month's meeting it was mentioned that John Helm will be retiring in the spring. John said that the timing is good for his retirement with the new organizational assessment. In relation to his departure the Board has requested that they retain the services of a firm to find a replacement to fill the Executive Director's position. That process is also underway. The firm CPS HR Consulting will be meeting with the ESTA Board to finalize the strategy and plans for the marketing of the position which should go out next week. They are looking at roughly a month for the responses. The company will vet the responses and present the results to the Board. The position is to be filled in March or April.

Rick Pucci commented that he was around when John first started and that the job was not easy. He is equally impressed by John and ESTA staff in general. Rick congratulated him and wished him well on his retirement. John said the Rick was correct in acknowledging the staff contribution at ESTA and that it was also their hard work that made ESTA work.

Dan Tothoroh asked if John was going to monetize his organizational system when he retires to sell to others. John said that he has not look into that just yet.

Doug Thompson joined in and said that then it started with Inyo-Mono Transit. When John arrived things started moving forward. It went from one level of service to an entirely different level. Adding service to Red's Meadow and Mammoth Mountain have helped the system overall. What impressed Doug the most was how John went out to all of the different funding sources. The process might have been there before but John brought it up to a new level.

Bob Kimball also added that before John arrived there was a case of the left hand not knowing what the right hand was doing with Inyo and Mono operating independently. With John he brought things together to work as one. Well done!

ITEM NO. 8 Tribal Report

None

ITEM NO. 9 Caltrans Report

Brent Green greeted the Commission and also congratulated John Helm on his retirement and noted that he has only known John for three years but knows that he will be a hard act to follow. Brent said that John is equally respected in Mono County as he is in Inyo County.

Brent said the public will start to see some activity on North See Vee Lane. They are doing some preliminary drainage work with DWP. They will also be doing some work in the South See Vee Lane project. These two projects were originally set to be a few years apart but as things worked out they will be going together this summer.

Next will be the Bishop ADA project. The contractor has been selected and the initial outreach will be with the contractor meeting with the City without Caltrans so that the City has the opportunity to talk to the contractor independently. Caltrans will then come back to the LTC to give an overview of the project. You will want to know what to expect as it moves forward through construction until November. First on the agenda will be for the contractor to meet with all of the business owners on the corridor.

Caltrans gets phone calls all of the time on the four lane projects on the US 395 / SR 14 corridor. The deprogramming of the construction component of Olancho-Cartago was frustrating to District 9 staff. With the SB1 returning money to the STIP – construction will be funded. Also, the ground breaking for the SR 58 four-lane project at Kramer Junction will be this Friday. Brent will be going down for this ceremony.

Dan Tothoroh asked what the Kramer Junction project was all about. Brent said that is it going to be four lane SR 58 all the way from Hinckley. There will also be a significant realignment of the US 395 intersection at Kramer Junction.

Brent introduced Cort Hitchens, transportation planner who works for Mark Heckman who works for Ryan Dermody. Cort will be working on some of the grants the County has received.

Cort said that Caltrans headquarters recently released the FY 2018/2019 sustainable communities planning grant application guides. There are three programs totally just under \$41 million dollars that are open to apply to. The application deadline for these grants to apply is February 23rd. He does have more information if anyone is interested and he also has some grant guides that they can share as well. There are currently 8 grants that are being worked on in District 9 and possibly another one that is coming from Inyo County and City of Bishop coming.

Rick Pucci complimented District 9 and said that they are aggressive and get things done. Normally with the Caltrans schedules you can't understand them. The crew at District 9 has pushed the projects and it's amazing what they have done in our area.

ITEM NO. 10 City of Bishop Report

Dave Grah said that he had the opportunity to drive down and back through Adelanto and he certainly wishes that the San Bernardino County Transportation Authority is successful in four laning US 395. This stretch of road is a real bottleneck.

Dave also joined in to wish John Helm well in his retirement.

The Sebu to School project is on hold and continues to be stuck with DWP. City staff thought that they had made a pretty good breakthrough last year but it continues to get bogged down.

The City is working on a Project Study Report for an East Line Street project. This project will include sidewalks, curbs and gutters and maybe more. He is hoping to get started on this project in the next couple programming cycles.

Work is also progressing on the Spruce, Hanby, Yaney sidewalk project and also the drainage planning project that's funded by the LTC.

Doug Thompson commented that the ADA project in downtown Bishop is going to be a challenge. After the last LTC meeting he took a ride around and was thinking that a block at a time or 1,000 feet at a time of construction is going to impact the City critically. It will probably bring traffic down to one lane in either direction. Doug was thinking about parking on the side streets, pumping the concrete in, etc. He said that there are going to have to be a lot of logistics considered. Brent Green said that having the contractor attend some of the meetings will be key and that they are going to be doing a lot of night work so that they can keep all four traffic lanes open during the day. They are considering traffic, parking, and access to business.

Rick Pucci stated he was pleased to see the North Sierra Highway corridor plan. The only way to get projects moving is to plan for them.

Rick Pucci pointed out how long it has taken to get the Sebu to School project through and we are still fighting with DWP on that. Everyone thinks that it takes a long time, two years, but it has been far longer than that. This should be easy to push DWP because it is a public safety issue for children, but it's still hard to move. This isn't a water issue it's more of a land issue. We need to keep pushing on this as hard as it takes. The Reservation is continuing to push forward with their paths and it will connect with the Sebu to School path.

Dave was asked what the hold-up was with DWP and it appears it is now an appraisal of the land. The City of Bishop had a tentative agreement with DWP to purchase the right of way. The City of Bishop had it appraised and then made an offer based on the appraisal. DWP wants to have it re-appraised and wanted the City of Bishop to agree to pay whatever their appraisal might be. The City of Bishop didn't feel that it was prudent to sign something like that. The City of Bishop has been waiting for DWP to sign the appraisal. First it was August and then it was December. Dave is not sure why the process is slowing down so much. Until the appraisal is completed, the project can't continue. It should not have been this hard of a project.

ITEM NO. 11 Executive Director's Report

FY 2017-2018 First Quarter RPA Invoice

Courtney Smith reported that expenses for the First Quarter RPA invoice were on schedule.

The California Transportation Commission is holding their South State STIP Hearing on the 25th in Irvine and staff is planning on attending. Courtney has mixed feelings on whether the trip is worth it. The LTC may have gotten some political capital from the Mammoth Lakes Town Hall CTC meeting, so Courtney is planning to drive down there and present give a quick overview about the LTC's 2018 Regional Transportation Improvement Program.

Clint joined in with the rest of the Commission stating that he has been around a number of transit agencies and he has never been around one that is thought of more highly than ESTA. That is something because they are not always thought of so highly by the communities so that is a true testament to John and his staff and the hard work that they do in the community and how they run a good operation.

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

Bob Kimball: Nothing

Doug Thompson: Doug mentioned the fatal accident that occurred in Olancho, a stark reminder of the need for the 4 lane project. There was an accident in Lone Pine on one of the sidewalks as well. Tourists are driving way too fast through our towns. The signs are helping but this is still a problem.

Dan Tothoroh: Nothing

Rick Pucci: Nothing

CORRESPONDENCE:

None

ADJOURNMENT

Meeting was adjourned at: 9:35 a.m.

Attest:

Clint Quilter
Executive Director

By: Denise Hayden, Secretary

March 21, 2018

STAFF REPORT

Subject: Low Carbon Transit Operations Program FY 2017-18 Funds

Initiated by: John Helm, Executive Director

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities.

This program is administered by Caltrans in coordination with Air Resource Board (ARB) and the State Controller's Office (SCO). The California Department of Transportation (Caltrans) is responsible to ensure that the statutory requirements of the program are met in terms of project eligibility, greenhouse gas reduction, disadvantaged community benefit, and other requirements of the law.

ANALYSIS/DISCUSSION:

Eastern Sierra Transit is requesting FY 2017-18 LCTOP funds from Inyo County Local Transportation Commission to help fund the purchase of one electric bus.

The purchase one electric paratransit van to be used in Bishop dial-a-ride service. The vehicle will be fully ADA accessible and carry up to 15 passengers. This project will utilize four years of LCTOP roll over funding, state vouchers &

incentives, and State Transit Assistance (STA) or State of Good Repair (SGR) funds. The vehicle is anticipated to be purchased in 2021.

FINANCIAL CONSIDERATIONS:

The (LCTOP) provides formula funding for approved operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. The FY 2017/18 allocation of funding from the State Controller’s office for the Eastern Sierra Region totals \$66,155.00. The 99314 funds allocated to Eastern Sierra Transit are based primarily on ridership and revenues generated during the previous fiscal year. These funds have historically been divided between Inyo and Mono County projects with a 30%/70% split. The specific details of the 2017/18 allocation are detailed below.

Mono County (99313)	\$ 16,824
Eastern Sierra Transit Authority (99314)	\$ 26,480
Inyo County (99313)	\$ 22,843
Total	\$ 66,147

Project costs:

Electric Vehicle

- Anticipated vehicle and infrastructure Costs = \$225,000

\$3,560	17/18 99314 ESTA
\$22,843	17/18 99313 Inyo
\$29,040	18/19 LCTOP funding
\$31,940	19/20 LCTOP funding
\$35,130	20/21 LCTOP funding
\$50,000	Incentives/Vouchers
\$52,487	STA or SGR
\$225,000	TOTAL

RECOMMENDATION

It is recommended that the LTC approve Resolution 2018-02 allocating \$26,403 of FY 2017-18 Low Carbon Transit Operations Program (LCTOP) funds (99313 - \$22,843 and 99314 - \$3,560) for the future purchase of an electric vehicle and authorize Eastern Sierra Transit Authority’s Executive Director to complete and execute all documents for the Low Carbon Transit Operations Program submittal, allocation requests, and required reporting.

RESOLUTION No. 2018-02

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT:
ELECTRIC VEHICLE IN THE AMOUNT OF \$26,403.00

WHEREAS, the Inyo County Local Transportation Commission is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) 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 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP 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 Eastern Sierra Transit Authority, Executive Director

WHEREAS, the Inyo County Local Transportation Commission wishes to implement the following LCTOP projects listed above,

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 and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Eastern Sierra Transit Authority, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Inyo County Local Transportation Commission that it hereby authorizes the submittal of the following project nomination and allocation request to the Department.

FY 2017-18 LCTOP funds:

Project Name: Electric Bus

Amount of LCTOP funds requested: \$26,403.00

Short description of project: Purchase of one electric paratransit vehicle

Lead Agency: Eastern Sierra Transit Authority

Contributing Sponsors: Inyo County Local Transportation Commission

Passed and adopted this 21st day of March, 2018.

By the following vote:

Ayes:

Noes:

Abstain:

Absent:

Doug Thompson, Chairperson,

Inyo County Local Transportation Commission, Chair

Attest: _____

Denise Hayden, Commission Secretary



INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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Clint Quilter
Executive Director

STAFF REPORT

MEETING: March 21, 2018

PREPARED BY: Courtney Smith, Transportation Planner

SUBJECT: Introduction to the Draft 2018/2019 Overall Work Program (OWP). Gather input from the Commission and the public on planning tasks to be included in the Overall Work Program

Each year the Inyo County Local Transportation Commission (ICLTC) is required to adopt an Overall Work Program (OWP). The OWP is a one-year scope of work and budget for transportation planning activities and funding sources to be accomplished between July 1 and June 30 of the state fiscal year. It is a statement of proposed work and estimated costs that tie specific available transportation planning funding sources to specific transportation planning activities.

The Draft FY 2018/2019 draft document is 1) attached to this staff report, 2) can be viewed online at <http://www.inyoltc.org/owp.html>, and 3) has been sent for review to local planning partners including: Caltrans, City of Bishop, Eastern Sierra Transit Authority, Timbisha Shoshone Tribe, Lone Pine Paiute-Shoshone Reservation, the Fort Independence Community of Paiute, the Big Pine Paiute Tribe of the Owens Valley, and the Bishop Reservation; and loaded onto the Inyo County LTC website.

ICLTC staff will work with Caltrans to make sure that the OWP is prepared in accordance with the *Regional Planning Handbook*. Please submit comments to LTC staff by April 27, 2018. Staff is tentatively planning to present a Final Draft OWP to your Commission for approval at the May 16, 2018 meeting.

The OWP includes a description of anticipated expenditures of three types of funds that form the bulk of the ICLTC budget. The OWP is specifically concerned with State requirements for the expenditure of Rural Planning Assistance funds. However, the other primary funding types are included to try and make the activity of the LTC more transparent to both the public and to the Commission.

Rural Planning Assistance (RPA)

The OWP particularly outlines how the ICLTC will use RPA funds. The funds must be used for activities associated with the rural planning process. The funds should not be used for activities that go beyond the planning process or for activities that have been identified as ineligible such as project-specific work involving transportation engineering, Transportation Development Act administration, and non-planning grant administration. See attached Appendix A from the FY 2017 Regional Planning

Handbook for examples of eligible and ineligible expenditures of RPA funds. This Appendix has been updated and especially distinguishes between direct and indirect expenditures. RPA funds are state transportation planning funding included in a State Budget line item and are allocated to planning agencies based on a per population basis. In FY 2018-2019, Inyo County will receive \$230,000 of RPA funds paid to the County on a reimbursable basis.

Planning Programming and Monitoring (PPM) Funds

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

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

RTPAs can use up to 5 percent of STIP money for PPM. PPM can be used either for planning activities or for project development. There is \$100,000 in PPM funds programmed to the ICLTC in FY 2018-2019 as part of the State Transportation Improvement Program (STIP). The ICLTC has up to three years to use these funds. The ICLTC used to receive its PPM funds as a lump-sum payment however this was changed and now will be on a reimbursable basis. In the upcoming fiscal year, the FY 2016-2017, the FY 2017-2018, and the FY 2018-2019 PPM funds will be available for expenditure.

Transportation Development Act (TDA) administrative funds

These funds are used for tasks necessary for the allocation of Transportation Development Act funds to eligible transit claimants. For the last three years the LTC has used the funds derived from the administration of the Transportation Development Act for general LTC-related indirect costs. To use Rural Planning Assistance funds for these expenses would require the completion of an Indirect Cost Allocation Plan (ICAP). For an agency to complete an ICAP requires extensive additional administrative work and is best avoided if possible. TDA Administrative funds are also being set aside for the completion of a Triennial Performance Audit of the ICLTC and the Eastern Sierra Area Agency for Aging.

Current Year

Major work completed so far in 2017-2018 includes:

- Development and submittal of Active Transportation Plan grant applications on behalf of both the City of Bishop and County of Inyo;
- An update of 1/3 of the Pavement Management Program should be completed near the end of the fiscal year – this is the first year of the second three-year update of the entire County and City road network;
- Continued implementation of the 2016 State Transportation Improvement Program;
- Development and approval of the 2018 Regional Transportation Improvement Program;
- Completion of a Triennial Performance Audit of the Eastern Sierra Transit Authority;
- Monitoring of combined use routes as set forth by Assembly Bill 628 and Senate Bill 1345;
- Work toward the initiation of a State Parks grant for the completion of a NEPA document to analyze impacts created by the USFS and Inyo County reaching an easement agreement for

County roads on USFS land. The completion of this document will enable the County to consider combined-use applications for County roads on USFS land, assuming that the combined-use legislation is still in effect; and

- Work toward the completion of a Stormwater Master Plan by the City of Bishop;
- The allocation of Local Transit Funds and State Transit Assistance funds to the Eastern Sierra Transit Authority and the Eastern Sierra Area Agency on Aging.

There has also been work completed on a collection of ongoing tasks.

Next Year

Here's a rundown of the major work elements and the types of tasks anticipated in the upcoming fiscal year.

Work Element 100.1 – Compliance and Oversight

This element includes some of the nuts and bolts of the LTC with tasks related to the processing of required meeting and documents. Examples of tasks are the completion of agendas and minutes for ICLTC meeting, completion of quarterly invoices, and development of quarterly reports to the ICLTC.

Work Element 110.1 – Overall Work Program (OWP)

This element centers on the adoption and implementation of the OWP contract. This will include completing final reports for the FY 2017-2018 OWP, implementation of the FY 2018-2019 OWP, and development of the FY 2019-2020 OWP.

Work Element 200.1 – Regional Transportation Improvement Program (RTIP)

This element mainly pertains to the development of the 2020 RTIP and also the implementation of the 2018 STIP. Project Study Reports or other project initiation documents are planned for this year.

Work Element 300.1 – Administer Transit

This element focuses on those tasks necessary for the allocation of Transportation Development Act funds to eligible transit claimants. Significant tasks include completion of Triennial Performance Audit of ESTA.

Work Element 310.1 – Coordinate Transit Service

Assist ESTA on planning tasks related to the implementation of ESTA's Short Range Transit Plan and the 2014 Coordinated Public Transit – Human Services Transportation Plan for Inyo and Mono Counties. Other tasks include continued work on transit related grants (Low Carbon Transit Operations Program, State of Good Repair, and Transit Security Grants) and required actions related to Federal Highway Administration transit grants (Section 5310 and 5311).

Work Element 400.1 – Project Development and Monitoring

This element includes tasks related to helping with the administration of local transportation projects. Tasks include: facilitating public involvement for projects on the State Highway system, development of grant applications, monitoring and compiling information from collision databases, coordinating with land management agencies, developing and submitting Alternative Transportation Plan grant applications, the completion of a Stormwater Management Plan for the City of Bishop (and possible surrounding parts of County land), work with the Inyo National Forest to develop a National Environmental Policy Act document related to obtaining perpetual easements on County roads.

Work Element 500.1 – Coordination and Regional Planning

The purpose of this element is to provide oversight and coordination in regional planning and transportation issues. This may involve work and coordination with other agencies. One task will be for the continued participation in the Eastern California Transportation Planning Partnership. This partnership includes the Mono County Local Transportation Commission, Kern Council of Governments (KernCOG), San Bernardino Association of Governments (SANBAG), and works in coordination with Caltrans. The partners have been successful in leveraging State funds for improvement in the US 395 and State Route 14 corridors in the past. A focus point will be to try to keep the MOU projects partnerships intact.

Other tasks include coordination with Caltrans on a variety of project, ensuring public participation; and participation in meeting of the Rural Counties Task Force (a committee designated by the California Transportation Commission).

Work Element 600.1 – Pavement Management Program

The purpose of this work element is to identify the existing condition of City and County streets and roads and to develop cost-effective strategies to improve roadway conditions. This task includes work with Geographical Information Systems for improved mapping of City and County facilities. A new task is added to purchase a video or stop-action traffic counter and a drone.

Attachments:

- Draft FY 2018-2019 Overall Work Program
- Appendix A: Sample Eligible and Ineligible Regional Transportation Planning Activities

**INYO COUNTY
LOCAL TRANSPORTATION COMMISSION**

OVERALL WORK PROGRAM

2018/2019 FISCAL YEAR

APPROVED BY: _____
(Chair, Inyo County Local Transportation Commission)

2018/2019 OVERALL WORK PROGRAM
FOR THE
INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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2018/2019 OVERALL WORK PROGRAM
FOR THE INYO COUNTY
LOCAL TRANSPORTATION COMMISSION

INTRODUCTION

The Inyo County Local Transportation Commission (ICLTC) is the designated Regional Transportation Planning Agency (RTPA) for Inyo County. Inyo County is located in the central eastern part of the state and is bounded by the counties of Tulare and Fresno to the west along the crest of the Sierra Nevada, Mono to the north, Kern and San Bernardino to the south, and the State of Nevada to the east.

Inyo County is the second largest county in the State of California, with an area of 10,203 square miles. The 2016 Census reports the County's population to be 18,144, with a population density of 1.8 persons per square mile. About 98% of the land in the County is owned by public agencies. The greatest portion of the population resides in communities along US 395, which runs generally north/south near the western boundary of the County. There are several small communities in the southeastern portion of the County as well. The City of Bishop, along with the suburbs immediately surrounding it, contains over 50% of all County residents and approximately 67% of the County's residents live within a 15-mile radius of Bishop. Bishop is the only incorporated city in the County.

Due to the expansive holdings of land by the Federal Government, the Los Angeles Department of Water and Power and the State of California, the future growth of Inyo County will be confined primarily to small areas of private land. Given the scattered nature of these private land holdings, it is unlikely that any major urban growth or significant development within the existing communities will occur. One possible exception to this scenario does exist in the far southeasterly portion of the county where larger tracts of land are in private ownership and the area may be subject to development pressure from the suburban expansion of the City of Las Vegas. The sizable remaining amount of private land around Pahrump in Nevada coupled with a differing tax structure likely is the reason these areas have not been developed. The availability of water may also be a factor.

Tourism is the major economic driver in the County. The spectacular diversity of scenery, topography, climate and abundant recreational opportunities attract a broad range of visitors to the County. Inyo County features the highest point in the contiguous 48 states (Mt. Whitney, 14,505 ft.) and the lowest point in the Western Hemisphere (Badwater Basin, Death Valley National Park, -282 ft. below sea level). Each year, at least 7 million recreational visitor-days are generated on the National Forest, National Park, Bureau of Land Management, City of Los Angeles, and private lands in the County. A vast majority of the visitors seeking recreation arrive via the State Highway System.

Growth in the economy of the County is occurring slowly, but is expected to continue as a result of increased recreational activity and an increasing number of retirees selecting Inyo County as their place of residence. A growing number of tourists, particularly from the Southern California area, are being attracted to the County. Leisure time, surplus expendable income, increased mobility, and urban population pressure for land suitable for recreation result in recreational travel to more desirable areas. This development will continue to cause trade and services to increase faster than any other sector of economic activity. The expansion of tourist activity, along with the increase of retirees, will be the basis for the minimal population growth expected for the County in the foreseeable future. Digital 395, a project funded by an American Recovery Act of 2009 grant, installed fiber optic cable along the US 395 corridor and provides broadband Internet access to the area. This provides an opportunity for an increase in Internet-based businesses in the Eastern Sierra.

ORGANIZATION

A. History

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

B. Purpose

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

The primary duties of the ICLTC consist of the following:

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

C. ICLTC Membership

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

D. Staffing

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

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

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

ADMISTRATIVE ADJUSTMENTS

For office space and utility payments last year, the ICLTC contributes to the County Cost Plan \$1,556 per month. The County bills the ICLTC for Workers' Compensation Insurance at a rate of \$204 per month and Liability Insurance at a rate of \$150 per month. These expenses may vary and are not developed until the County develops its FY 2018-2019 budget. These expenses are invoiced as 'Administrative Adjustments' and the costs are charged to the Administer Transit work element as a specific task. Only Transportation Development Act funds are used for these expenses. Copy costs are billed to the work element that the copies are related to.

ISSUES AND CONCERNS

Highways, Local Streets and Roads, Bikeways, and Pedestrian Facilities

US 395 is the major transportation corridor through Inyo County and provides the primary year-round access into the Eastern Sierra region. It is vital to the region's economy, since nearly all goods are trucked in via this route and US 6. Area residents use US 395 to reach special services and items not available in their small rural communities. A significant percentage of traffic on the route is recreationally oriented.

With the completion of the Independence/Manzanar project, the majority of US 395 through Inyo County has been widened to four lanes. The remaining two-lane section that is slated to be developed as a four-

lane expressway is the Olancho/Cartago project and it has been programmed through construction. The programming of the Olancho-Cartago project has given the LTC a negative STIP share balance that will take until approximately the 2024 STIP cycle before the LTC can program significant new funds to the STIP.

As the high priority four-laning of US 395 in Inyo County approaches completion, the Local Transportation Commission will continue to prioritize improvement projects to the US 395 and CA 14 corridors in Kern, San Bernardino, and Mono counties.

US 6 provides access to the communities of Laws and several communities in Mono County that serve in part as bedroom communities to Bishop and provides an interregional alternative for north and east bound travelers and freight. SR 127 provides north-south access throughout the eastern part of the County and provides is part of the route for interregional travel accessing Death Valley National Park (DVNP) from the east. SR 168 provides interregional travelers with a route between the Owens Valley, Deep Springs Valley, Fish Lake Valley, and US 95 in Nevada.

SR 190 in combination with SR 136 and SR 178 provides a discontinuous east-west corridor through DVNP. A significant percentage of interregional travelers to and through DVNP use one or more roads that are not on the State Highway system. These roads include: Stateline Road, Panamint Valley Road, Trona – Wildrose Road, and Old Spanish Trail Highway. All are part of the Inyo County Maintained Mileage System and essentially serve as extensions of the State Highway system. Badwater Road, Scotty’s Castle Road, Beatty Cutoff Road, and Daylight Pass Road (maintained by DVNP) also provide important interregional routes. The signage and mapping to travel on these routes is inconsistent. Some State maps do not show the roads maintained by the County or DVNP. With new signage on the I-15 freeway in Las Vegas pointing visitors to access DVNP via SR 160 in Nevada and either Old Spanish Trail Highway or Stateline Road, it is likely that traffic on these routes will increase. On a couple occasions, I-15 between Baker and Las Vegas has been closed, and Old Spanish Trail Highway has been shown as part of a bypass route bringing large amounts of traffic to this County road.

There are a number of State Highways and County maintained roads that provide access for residents and travelers to small communities and recreational areas in the Sierra Nevada. These include: Pine Creek Road, SR 168 west of US 395, South Lake Road, Sabrina Road, Glacier Lodge Road, Onion Valley Road, Whitney Portal Road, Horseshoe Meadows Road, and Ninemile Canyon Road. Ninemile Canyon Road is unique in Inyo County in that it is the only road inside of Inyo County that crosses the Sierra crest and provides access to communities on the western slope of the Sierra Nevada. Other paved roads in the County that also provide access to recreation destinations include White Mountain Road and Death Valley Road. The condition of these roads is important to the economy of communities throughout Inyo County.

The ICLTC also needs to prioritize other possible projects for future transportation programming. Some possibilities include other State Routes in the area, County, City, and Tribal Government roads, and bicycle and pedestrian trails and routes. The needs and goals for many of these alternatives are discussed and defined in the current Regional Transportation Plan (RTP) and the Active Transportation Plan. A significant

issue to local agencies is finding ways to fund the long-term maintenance of local streets and roads. Senate Bill 1, assuming it won't be recalled at the election, provides a significant source of funding both to local roads and to the STIP. The Pavement Management Program provides a tool to make cost-effective choices for those funds that are available. Although the ICLTC is not required to prepare and maintain a Congestion Management Plan (CMP), there exists a continuing need to develop evaluation criteria addressing multi-modal and inter-modal transportation systems.

Air Quality

In California, both federal and state ambient standards exist for CO, PM10, and ozone. California's ambient standards are more stringent than the federal standards for these pollutants. Areas that meet the ambient standards are classified as attainment areas; likewise, areas that do not meet the standards are classified as nonattainment areas. Inyo County is an attainment area for the state and federal CO standards. The county is an attainment area for state and federal PM10 standards except for the area around the Owens Dry Lake. The Owens Valley is a nonattainment area because of windblown dust from exposed areas of Owens dry lake. The Great Basin Unified Air Pollution Control District has prepared a state implementation plan for PM10 that includes mitigation measures designed to minimize windblown dust from Owens dry lake. The plan does not include any measures to reduce PM10 from paved or unpaved roads because roads are not considered a significant contributor to Inyo County's existing PM10 problem. The southern and eastern portions of the County are in a nonattainment area for federal ozone standards. This area of the county has an extremely low population and lacks industrial emission sources. The ozone levels are attributed to emissions from highly urbanized South Coast and southern San Joaquin Valley air basins that are carried by prevailing winds into Inyo County.

Aviation

Air transportation service is limited, yet vital to the Eastern Sierra region, because of the geographical isolation of the region from the rest of the State. Inyo County has seven general aviation and six private landing strips within its boundaries. These airports are scattered throughout the region and are generally located adjacent to rural communities. Additionally, there is at least one active backcountry airstrip in Inyo County.

Of these airports, the County maintains four: Bishop, Independence, Lone Pine and Shoshone. The Bishop, Independence and Lone Pine airports are located on Los Angeles Department of Water and Power land, while the Shoshone Airport is on private land. The Trona Airport, located just within the boundaries of Inyo County, is owned by the U.S. Department of the Interior, Bureau of Land Management, and is operated by the Searles Valley Community Service District. The Bishop Airport has the only charter services available within Inyo County. Charter and limited commercial airline services are available at the Mammoth Lakes / Yosemite Airport (21 miles north of the County line).

Inyo County is actively pursuing Federal Certification to allow for commercial air service to the Bishop Airport. The County has recently completed Phase II of a Passenger Traffic Study, which included both short and long-term flight forecasts. On behalf of the County, Wadell Engineering Corporation is currently

developing a draft Part 139 Airport Certification Manual (ACM). The Certification includes an Airport Emergency Plan and an initial Transportation Security Administration (TSA) security assessment. In February 2017, Allegiant Air sent the County a letter of intent that it has the resources to provide service to Bishop airport twice a week contingent on the Bishop Airport meeting state and federal regulations as well as the airline's needs. The County is further in discussion to focus air service in the Eastern Sierra at the Bishop Airport.

The Inyo County Airport Land Use Commission adopted a "Policy Plan and Airport Comprehensive Land Use Plan" (CLUP) in December 1991. Section 21675 of the California Utilities Code required the formation of a comprehensive land use plan that provided for the orderly growth of each public airport and area surrounding the airport. This plan guides the orderly development of each public use airport in the County. There has been no requirement to update the CLUP. The County has prioritized the completion of Master Plans at each of the general aviation airports it maintains funded by the Federal Aviation Administration. Once the Master Plans are completed or there is a requirement to update the CLUP the County will pursue an update to the CLUP.

The only Master Plan to be completed in the County at this point was adopted for the Bishop Airport in 2004 and provides for the growth and development of this facility for the next twenty years. Inyo County is currently in the process of updating the Airport Layout Plans for the Bishop and Lone Pine airports.

Freight

There is a significant amount of goods movement on US 395, US 6, and SR 14. Trucks represent a higher than average proportion of the total traffic in the study area. These corridors connect Los Angeles and Reno and also connect to serve other parts of the western US. The development of the Tahoe Reno Industrial Center combined with the corridor being improved to four lane roads may potentially add to these impacts. Truck traffic impacts one's overall enjoyment of a town Main Street by increasing noise and decreasing air quality and the sense of safety. Roads bear the burden of the weight of more and more trucks, but limited funding is available due to the area's small population numbers. In a region dependent on tourism and with limited funding for highway maintenance, these impacts can be damaging to the area's economy if visitors have a bad experience. Adequate services need to be made available to allow for highway safety. Additionally, there are concerns from residents about long term parking of semi-trailer trucks adjacent to residential and commercial areas. Unauthorized truck parking has been noted near most communities.

Caltrans District 9 hired Cambridge Systematics to complete the Eastern Sierra Corridor Freight Study that specifically looks at US 395, US 6, SR 14, and SR 58 in Inyo and Mono counties and Eastern Kern County. This study aims to document existing and future freight conditions including: 1) freight impacts from outside the corridor (including the Reno Tahoe Industrial Center and the World Logistics Center in Moreno Valley), 2) freight impacts on highways which also serve as Main Street, and 3) economic benefits of Eastern Sierra freight movement. The study seeks to identify short and long-term cost effective strategies to 1) improve goods movement, safety, and congestion and 2) mitigate freight impacts on local communities and transportation infrastructure. The study will also explore potential funding opportunities.

Public Transportation

The Eastern Sierra Transit Authority (ESTA) is the primary public transportation provider for Inyo County. ESTA operates throughout the County with a fleet of vehicles, all of which are now accessible for elderly and for persons with disabilities, affecting full ADA compliance. Operating funds for ESTA are derived from a combination of fare box revenues, State Transit Assistance Funds, Local Transportation Funds and Federal Transit Administration Section 5311 monies from various jurisdictions including Inyo County, Mono County, the City of Bishop and the Town of Mammoth Lakes. ESTA was known as Inyo-Mono Transit until these governmental entities entered into a Joint Powers Agreement (JPA) to administer and operate the public transportation service. The JPA took effect July 1, 2007. The ICLTC is supporting the implementation of the ESTA Short-Range Transit Plan.

In addition to ESTA, there are several other public transportation providers. They include the Eastern Sierra Area Agency on Aging (ESAAA), Inyo Mono Association for the Handicapped (IMAH), the Toiyabe Indian Health Project, and several other Native American transportation providers. ESAAA provides transit services to senior citizens. The ICLTC currently evaluates criteria and policies to prioritize future grant applications from agencies providing transportation services with public funding. Those agencies implementing measures to promote the coordination of services with other such agencies will be assigned a higher priority with respect to ICLTC grant application endorsement. The ICLTC will coordinate with Caltrans and each of the above agencies in the implementation of the policies identified in the Coordinated Public Transportation – Human Services Transportation Plan.

The ICLTC allocates funds and administers transit grants funded by California Legislature such as the Low Carbon Transit Operations Program (LCTOP) and the State of Good Repair Program. The ICLTC continues to administer transit grant fund that were allocated under Proposition 1B. These programs include the Transit Security Grant Program and the Public Transportation Modernization, Improvement, and Services Enhancement Account (PTMISEA). To eliminate the duplication of work where feasible, a task is included in the OWP to transfer the administration of these grants to ESTA. ESTA serves as a Consolidated Transit Service Agency in Inyo County.

The ICLTC maintains a commitment to interregional transportation on U.S. 395 to regional population centers. ESTA provides service from Lone Pine northerly to the Reno Airport and Greyhound Station five times a week and southerly from Mammoth Lakes to Lancaster, California Metro Link Station also five times a week.

A priority in the future will be to secure funding for ESTA to expand their headquarters at the Bishop Airport and to insure that the transit activities do not conflict with the operation of the Airport.

RESPONSIBILITIES AND BACKGROUND

The primary duties of the ICLTC involve the following:

- Prepare, adopt, and submit a Regional Transportation Plan (RTP) to Caltrans and the California Transportation Commission (CTC) every five years.
- Prepare, adopt, and submit a biennial Regional Transportation Improvement Program (RTIP) to the CTC, a portion of which contains comments on the proposed Interregional Transportation Improvement Program (ITIP) submitted by Caltrans.
- Administer the Transportation Development Act (TDA), which includes:
 - Receive claims for State Transit Assistance and Local Transportation Funds;
 - Hold two “unmet transit needs” hearings a year and when necessary;
 - Appropriate TDA funds for administration, planning, pedestrian and bicycle facilities, rail and transit service, and for streets and roads;
 - Oversee completion of performance audits;
 - Communicate financial transactions with county and state auditor/controllers.
- Prepare an annual Overall Work Program (OWP) and conduct the planning activities described therein to achieve the goals and objectives of the RTP, California Transportation Plan and Statewide Goals.
- Participate in planning activities addressing the regional transportation system.

The Inyo County RTP was first adopted April 15, 1975, and has been updated regularly since. In 1978, the ICLTC requested that Caltrans assume responsibility for staff work. Later, in 1995, the ICLTC resumed the responsibility for staff work as a result of the adoption of Senate Bill 45. An update of the RTP was last completed in September 2015 for compliance with the Moving Ahead for Progress in the 21st Century (MAP-21) and the Fixing America’s Surface Transportation (FAST) Federal Reauthorization. Since FAST Act made very few changes to MAP-21, the two are referred to together as MAP-21 / FAST Act.

In August 2014, the ICLTC changed the RTP update schedule from every 5 years to 4 years. The advantage of doing this is that then the County and City of Bishop are able to update their Housing Element every 8 years instead of every 5 years.

In accordance with Senate Bill 498, the Social Service Transportation Advisory Council (SSTAC) was formed prior to the 1988 Unmet Needs process. The SSTAC functions prior to each upcoming Unmet Needs process and as necessary throughout the year addressing a broad range of transportation issues. Members of the SSTAC continue to be selected in accordance with Section 99238 of the TDA, Statutes and California Codes of Regulations. The ICLTC may appoint and convene additional committees to address other transportation issues as they become necessary. These committee appointments will consist of members with the broadest possible range of stakeholder status, as well as appointees with relevant expertise in committee activities.

Subsequent to Senate Bill 45, the role of the ICLTC expanded greatly. This legislation provided the ICLTC with additional responsibilities for project monitoring with Caltrans, additional discretionary funding for

transportation related projects within the County of Inyo, and a stronger role in transportation planning in general.

An organizational chart, reflecting the relationship between the various committees and agencies concerned with transportation planning in Inyo County, is shown on Appendix B.

TRIBAL CONSULTATION

There are five federally recognized Tribal Governments in Inyo County. They are, from north to south, the Bishop Paiute Tribe, the Big Pine Paiute Tribe of the Owens Valley, the Fort Independence Community of Paiute Indians of the Fort Independence Reservation, California, the Lone Pine Paiute-Shoshone Tribe, and the Death Valley Timbisha Shoshone Tribe. Their reservations are inside of or adjacent to the communities of (from north to south) Bishop, Big Pine, Independence, Lone Pine, and Furnace Creek. To affect compliance with Title 23, U.S.C., Chapter 1, Sections 134 and 135, as amended by the Federal Transportation Reauthorization, the ICLTC has solicited government-to-government consultation with all five federally recognized Tribal Governments in Inyo County. All draft transportation planning documents and project schedules prepared by the ICLTC are mailed to county Tribal Governments; and review and comment is encouraged. Tribal Government representatives were contacted and invited to attend a meeting at a Tribal Government facility to encourage feedback as part of the RTP update. ICLTC staff is prepared to attend further meetings requested by Tribal representatives. The ICLTC maintains a running information item on its meeting agendas for a Tribal Report. All Tribal Government consultation efforts are documented.

The County of Inyo, the City of Bishop, and the Bishop Paiute Tribe were collaborative partners in the adoption of the Inyo County Collaborative Bikeways Plan. The County of Inyo and the City of Bishop have coordinated with Tribal Governments to identify sections of County and City roads, routes and bridges that qualify for inclusion in the Bureau of Indian Affairs Indian Reservation Roads (IRR) inventory system. Specific Tribal coordination-related tasks set forth in the work elements are:

- ❑ Work Element 100.1, Method/Task numbers 6, 8, and 9
- ❑ Work Element 310.1, Method/Task numbers 12 and 13
- ❑ Work Element 400.1, Method/Task number 14
- ❑ Work Element 500.1, Method/Task numbers 10, 14 and 15

PUBLIC PARTICIPATION

Several factors determine the methods utilized and results of public review and participation in Inyo County, including: a) the limited nature of urban transportation issues due to the rural character and sparse population (18,144) of the County; b) the predominant reliance on the automobile as the primary mode of transportation, given the considerable distance between communities and regional destinations; c) the amplified importance of a limited number of transportation corridors necessary for travel; and d) although the County is the second largest in the State (10,203 square miles), 98.3% of the land in the County is owned and administered by various public agencies, thereby, severely constraining future growth. These

factors combined have resulted in focused and clearly identified transportation priorities that generate a minimal amount of controversy and subsequent participation in public forums.

The ICLTC will continue to provide public notice of all hearings, as required. Additionally, the Commission will expand and maintain a mailing list of all public agencies, Tribal Governments, chambers of commerce, Community Based Organizations, locally based goods movement providers and individual stakeholders to maximize participation in all public hearings and promote the identification of transportation needs, as well as encouraging input on scheduled agenda items. To comply with federal and state requirements emphasis in outreach efforts to the traditionally underrepresented and underserved populations such as the elderly, disabled, low income, and minority (i.e. Black, Hispanic, Asian American, American Indian /Alaskan Native, and Pacific Islander) are being implemented.

Given the considerable geographical expanse of the County and the constraints inherent with limited staffing, the ICLTC will continue to maintain and expand email address inventories to enhance access and participation relevant to transportation issues. An ICLTC website is online and is updated regularly to enhance public participation.

The ICLTC is prepared to participate in or schedule public meetings to discuss relevant transportation issues, as the need arises.

PLANNING EMPHASIS AREAS

FHWA develops California Planning Emphasis Areas (PEAs) each year to promote priority areas for consideration in transportation planning and integration into the OWP specifically for California MPOs. The National PEAs are published in the Federal Register, usually toward the end of the calendar year and ORP sends both the state and national PEAS when they become available. MPOs are required to incorporate the California and National PEAs in the OWP. While it is not required, it is recommended that RTPAs include the National PEAs in the current OWP.

The Federal Highway Administration (FHWA) California Division and Federal Transit Administration (FTA) Region IX have determined that the areas of emphasis for California's transportation planning and air quality program for the Overall Work Programs for Program Year 2018 are: 1) Core Planning Functions, 2) Performance Management, and 3) State of Good Repair

1. **Core Planning Functions.** The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

MPOs are reminded that their Overall Work Programs (OWP) must identify the Core Planning Functions and what work will be done during the program year to advance those functions. The Core Functions typically include:

- Overall Work Program
- Public Participation and Education
- Regional Transportation Plan
- Federal Transportation Improvement Program

This planning factor only partially applies to the ICLTC. The ICLTC completes an annual update to the OWP, engages in public participation, and completes an update to the Regional Transportation Plan every four years. The ICLTC as a rural transportation planning entity does not directly complete updates to the Federal Transportation Improvement Program. The California Department of Transportation is responsible completing updates of the Federal Statewide Transportation Improvement Program (FSTIP) on behalf of the ICLTC and the ICLTC reviews and comments on the FSTIP on behalf of local agencies. Specific methods and tasks that address this emphasis area are as follows:

- ❑ Work Element 100.1, Method/Task numbers 5, 7, & 9
- ❑ Work Element 110.1, Method/Task numbers 1 through 9
- ❑ Work Element 200.1, Method/Task numbers 1 through 5
- ❑ Work Element 400.1, Methods/Task numbers 3, 5, & 18
- ❑ Work Element 500.1, Method/Task numbers 10 & 18

2. **Performance Management.** Since MAP-21 was passed in 2012, Caltrans and most of California's MPOs have developed performance measures that inform their Regional Transportation Plans (RTPs) and Federal Transportation Improvement Programs (FTIPs). The objective of the performance- and outcome-based program is for States and MPOs to invest resources in projects that collectively will make progress toward the achievement of the national goals. MAP-21 / FAST Act requires the DOT, in consultation with States, metropolitan planning organizations (MPOs), and other stakeholders, to establish performance measures in the areas listed below:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through

eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

This planning factor is problematic for the ICLTC to implement due to the nature of the rural roads and the small population base of Inyo County. The ICLTC has maintained a Pavement Management Program to provide objective criteria for the selection of new transportation projects. The ICLTC is moving forward in several ways to make the City of Bishop and County of Inyo competitive for various grant programs that increasingly require additional performance criterion. Specific methods and tasks that address this emphasis area are as follows:

- ❑ Work Element 100.1, Method/Task numbers 5, 7, 8, & 9
- ❑ Work Element 300.1, Method/Task numbers 1 through 5
- ❑ Work Element 310.1, Method/Task numbers 1 through 15
- ❑ Work Element 400.1, Methods/Task numbers 3, 5, 6, 7, 9-13, 18, & 22
- ❑ Work Element 500.1, Method/Task numbers 8, 9, 10, 14, 15, & 16

3. **State of Good Repair.** MPO's are required to evaluate their transportation system to assess the capital investment needed to maintain a State of Good Repair for the region's transportation facilities and equipment. MPO's shall coordinate with the transit providers in their region to incorporate the Transit Asset Management Plans (TAM's) prepared by the transit providers into the Region Transportation Plan (RTP). Analysis of State of Good Repair needs and investments shall be part of any RTP update, and must be included in the Overall Work Program task for developing the Regional Transportation Plan. MPO's are expected to regularly coordinate with transit operators to evaluate current information on the state of transit assets; to understand the transit operators transit asset management plans; and to ensure that the transit operators are continually providing transit asset information to support the MPO planning process.

This OWP includes work elements dedicated to administering transit and to regional transit coordination. The public transit provider (ESTA) in Inyo County provides services to regional hubs for essential services up and down the US 395/SR 14 corridor as far north as Reno, Nevada and as far south as Lancaster. This provides service to a multi-county area. Specific methods and tasks that address this emphasis area are:

- ❑ Work Element 300.1, Method/Task numbers 12 & 13
- ❑ Work Element 310.1, Method/Task numbers 12 & 13
- ❑ Work Element 400.1, Method/Task numbers 6, 7, & 8
- ❑ Work Element 500.1, Method/Task number 18

FEDERAL PLANNING FACTORS

Like the PEAs, the federal planning factors in MAP-21 / FAST Act Section 134(h) should also be incorporated in the MPOs/RTPAs OWP. Federal Planning Factors are issued by Congress and emphasize planning factors from a national perspective. The Federal Planning Factors are revised or reinstated with new

reauthorization. The eight planning factors (for both metro and statewide planning) are listed in the table below. Where the planning factor refers to a “Metropolitan area,” the information applies to area communities instead.

MAP-21 / FAST Act Planning Factors									
Work Element	100.1	110.1	200.1	300.1	310.1	400.1	500.1	600.1	
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.						X	X		
2. Increase the safety of the transportation system for motorized and non-motorized users.			X	X	X	X	X	X	X
3. Increase the security of the transportation system for motorized and non-motorized users.				X	X	X			
4. Increase the accessibility and mobility of people and for freight.	X	X	X	X	X	X	X	X	
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.		X				X	X		
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.			X	X	X	X	X		
7. Promote efficient system management and operation.	X	X	X	X	X				
8. Emphasize the preservation of the existing transportation system.			X			X			X
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate r impacts of surface transportation.			X			X	X		X
10. Enhance travel and tourism.			X			X	X		

PLANNING ACTIVITIES

This section contains the OWP work elements. A work element represents specific work or project or purpose, and includes products and tasks. Following the work elements is a summary of the responsible agencies and funding required to perform the work necessary to complete the overall work program.

If it becomes necessary during the planning process to modify, eliminate or add to any task or element, including personnel costs and scheduling, the program may be modified and amended by mutual agreement between the ICLTC and Caltrans.

A primary objective of this OWP is to update the RTP and to implement the goals and objectives set forth in the RTP; which establish the direction and framework necessary for the continued operation of the ICLTC.

In consideration of the foregoing priorities, the 2018/2019 OWP includes the following work elements:

- 100.1 Compliance and Oversight
- 110.1 Overall Work Program
- 200.1 Regional Transportation Improvement Program
- 300.1 Administer Transit
- 310.1 Coordinate Transit Services
- 400.1 Project Development and Monitoring
- 500.1 Coordination & Regional Planning
- 600.1 PMS/GIS

WORK ELEMENT 100.1

Title: Compliance and Oversight

Purpose: To provide documentation of activities, support and maintain services required to implement the transportation planning programs and processes. These activities are specifically related to Rural Planning Assistance (RPA) eligible tasks.

Previous Work: Continuing process. Each of the Methods/Tasks described below were completed in FY 2017-2018.

Products: Miscellaneous reports, correspondence and documentation, coordinate activities between Caltrans, Tribal Governments, local agencies, and ICLTC. Maintain records and minutes of ICLTC meetings and document Tribal government-to-government relations.

Methods/Tasks (for FY 2018/2019):

1. Prepare reports, agendas, correspondence and documentation.
2. Attend RTPA meetings in person or via teleconference as scheduled and meet with representatives of Caltrans and other agencies.
3. Perform liaison duties between ICLTC, Caltrans, and other local agencies.
4. Maintain records of ICLTC activities.
5. Ensure that planning processes and products comply with the provisions of Title VI of the 1964 Civil Rights Acts and the President's Executive Order on Environmental Justice.
6. Coordinate, consult, and collaborate with the five Tribal Governments.
7. Comply with MAP-21 / FAST Act and monitor the State of California implementation of the Federal Transportation Reauthorization.
8. Encourage public participation and awareness of regional transportation planning issues through such activities as:
 - Advertising monthly and special meetings
 - Encouraging public meetings with Caltrans, local agencies, Tribal Governments, and the general public.
 - Conducting public outreach through brochures and advertising.
 - Expand public outreach by the development and update of a mailing list of agencies and interested parties.
 - Improve public outreach by maintaining and expanding the list of email addresses of agencies and interested parties.

- Maintain and update the ICLTC website (www.inyoltc.org).

9. Maintain records of all Tribal Government consultation and outreach.

Work Element 100.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	Reports/Agenda/Correspondence	RPA	Yes	Yes	Yes	Yes
2	RTPA Meetings	RPA	Yes	Yes	Yes	Yes
3	Liaison duties	RPA	If needed	If needed	Yes	If needed
4	Maintain records	RPA	Yes	Yes	Yes	Yes
5	Civil Rights & Environmental Justice	RPA	Yes	Yes	Yes	Yes
6	Tribal Govt. Consultation	RPA	Yes	Yes	Yes	Yes
7	MAP-21 / FAST Act compliance	RPA	Yes	Yes	Yes	Yes
8	Public Participation	RPA	Yes	Yes	Yes	Yes
9	Tribal Government records	RPA	Yes	Yes	Yes	Yes

Funding Sources:

Rural Planning Assistance Fund: \$ 54,000

WORK ELEMENT 110.1

Title: Overall Work Program (OWP)

Purpose: To prepare and monitor the implementation of the OWP, a scope of work for the expenditure of Rural Planning Assistance funds.

Previous Work: Development of the FY 2018-2019 OWP, implementation of 2017/2018 Overall Work Program, including quarterly reports, and submittal of the final report for FY 2016-2017.

Products (for FY 2018/2019): Quarterly and Final Reports, Amendments, Overall Work Program Agreement, correspondence and documentation, development of the 2019/2020 Overall Work Program.

Methods/Tasks (for FY 2018/2019):

1. Monitor implementation of FY 2018/2019 Overall Work Program.
2. Prepare amendments to incorporate changes or adjustments during fiscal year.
3. Prepare and process Overall Work Program Agreement.
4. Prepare Draft and Final Overall Work Program for FY 2019/2020. Coordinate review and approval by Caltrans and ICLTC and incorporate review comments, as appropriate.
5. Prepare OWP Quarterly Reports and present to the ICLTC.
6. Prepare 2017-2018 OWP Final Report and present to the ICLTC.
7. Prepare invoices and financial records.
8. Maintain records and documentation.
9. Seek public comment, input, and participation for tasks identified in the OWP.

Work Element 110.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	Monitor implementation of new OWP	RPA	Yes	Yes	Yes	Yes
2	Prepare amendments	RPA	As needed	As needed	As needed	As needed
3	Prepare OWPA	RPA	--	--	--	June 2018
4	Prepare OWP	RPA	--	--	March 2019	Yes
5	Quarterly reports	RPA	Yes	Yes	Yes	Yes
6	Prepare Final Report	RPA	August 2018	--	--	--
7	Prepare invoices and financial records	RPA	Yes	Yes	Yes	Yes
8	Maintain records	RPA	Yes	Yes	Yes	Yes
9	Seek input for tasks in OWP	RPA	Yes	Yes	Yes	Yes

Funding Sources:

Rural Planning Assistance Funds: \$ 20,000

WORK ELEMENT 200.1

Title: Regional Transportation Improvement Program (RTIP)

Purpose: To provide SB 45 oversight of State and local agency projects. This work element addresses the programming of federal and state funds available for surface transportation and the delivery of state and local highway projects programmed with Regional Improvement Program funds in the State Transportation Improvement Program (STIP). In addition, provide required planning for future projects to be included in subsequent STIPs.

Previous Work: Implementation of the 2016 and 2018 STIP, development of the 2018 RTIP, continuous monitoring of local agency projects, and coordination with District 9 on future programming on the State Highway.

Products (for FY 2018/2019): Miscellaneous reports, correspondence and documentation associated with the implementation of the 2018 STIP. Preliminary development of the 2020 RTIP/STIP.

Methods/Tasks (for FY 2018/2019):

1. Monitor progress and programming of State highway projects in current and future STIP cycles in accordance with the Memorandum of Understanding between the State of California, Department of Transportation and the Inyo County Local Transportation Commission, in accordance with MOU's with Caltrans and MOU's with neighboring agencies.
2. Monitor progress and programming of local agency projects in current and future STIP cycles. This task does not include project management.
3. Meetings with the Inyo County Local Transportation Commission, Caltrans and/or committees in regard to planning future projects for STIP inclusion.
4. Preliminary development of the 2020 Regional Transportation Improvement Program (RTIP).
5. Attend California Transportation Commission meetings as necessary.
6. Complete non project specific tasks related to the implementation of the 2018 STIP. (This task is only eligible to receive PPM funds).

Work Element 200.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/20
1	Monitor State projects	PPM & RPA	Yes	Yes	Yes	Yes
2	Monitor local projects	PPM & RPA	As needed	As needed	As needed	As needed
3	Collaborative meetings	PPM & RPA	As needed	As needed	As needed	As needed
4	RTIP Development	PPM & RPA	Yes	Yes	Yes	Yes
5	Attend CTC meetings	PPM & RPA	As needed	As needed	As needed	As needed
6	Implement STIP	PPM only	Yes	Yes	Yes	Yes

Funding Source:

Rural Planning Assistance Funds (RPA): \$ 15,000

Planning, Programming and Monitoring Fund (PPM): \$ 35,000

Total: \$ 50,000

WORK ELEMENT 300.1

Title: Administer Transit

Purpose: The Transportation Development Act (TDA) provides for the allotment of funds to public transportation entities. The ICLTC is responsible for the administration of the Transportation Development Act in Inyo County. Section 99233.1 of the Act allows a Regional Transportation Planning Agency to program such funds as are necessary to administer the Act. The cost amount programmed for this work element is based on a base amount of \$28,212. This base amount has not changed for more than 15 years. The administrative adjustments for the operation of the ICLTC have increased from \$14,436 in FY 2010-2011 to \$22,920 in FY 2017-2018. To reflect this increase, for FY 2018-2019 the base amount will be increased from \$28,212 by \$8,484 to a new base of \$36,696. \$5,000 of this will be programmed in the Coordinate Transit Services work element. The cost this year will include the new base of \$31,696 plus include Triennial Performance Audits of the Inyo County LTC and the Eastern Sierra Area Agency for Aging in the amount of \$13,216 and \$13,166 respectively for a total of \$58,078.

Previous Work: On-going annual administration of the TDA. Each of the Methods/Tasks described in this work element were completed in FY 2017-2018. This included the completion of a Financial Audit and a triennial performance audit of the ICLTC and ESTA.

Products: Each of the Methods/Tasks described below will be completed in the upcoming fiscal year.

Methods/Tasks (for FY 2018/2019):

1. Receive claims for State Transit Assistance and Local Transportation Funds.
2. Conduct the unmet transit needs findings process and coordinate the development of services that meet the unmet transit needs.
3. Appropriate TDA funds for administration, planning, pedestrian and bicycle facilities, transit service operations and local streets and roads, when appropriate.
4. Review transit operations annually or as needed and make recommendations for adjustments in service, in accordance with TDA requirements.
5. Meet and confer with the Social Services Transportation Advisory Council in conformance with TDA Guidelines.
6. Ensure completion of all TDA financial and performance audits for the ICLTC, ESTA, and ESAAA.
7. Complete triennial performance audit of the ICLTC, and ESAAA.

8. Implement recommendations set forth in the triennial performance audit of the ICLTC.
9. Administer the Transportation Development Act.
10. Maintain financial records of expenditures and allocations of Transportation Development Act funds.
11. Fund payment of the Inyo County Cost Plan for ICLTC rent and office space at a rate of \$1,556 per month. Fund the cost of ICLTC Comprehensive Insurance at a rate of \$204 per month and Liability Insurance at a rate of \$103 per month. Note that these are the rates the ICLTC contributed in FY 2017-2018. This will likely be more than this in FY 2018-2019.
12. Allocate funding for transit grant programs such as the Low Carbon Transit Operations Program and the Senate Bill 1 State of Good Repair Program.
13. Complete semi-annual and final reports for the Cal OES transit security grants and PTMISEA projects.

Work Element 300.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	Receive claims	LTF	--	--	--	Yes
2	Unmet transit needs	LTF	Yes	Yes	Yes	Yes
3	TDA fund appropriation	LTF	As needed	As needed	As needed	Yes
4	Transit Review	LTF	Yes	Yes	Yes	Yes
5	Meet and Confer with SSTAC	LTF	As needed	As needed	February 2019	As needed
6	Financial Audits	LTF	Yes	Yes	Yes	--
7	Triennial Performance Audits of ICLTC & ESAAA	LTF	Yes	Yes	Yes	Yes
8	Implement Triennial Audit	LTF	Yes	Yes	Yes	Yes
9	Administer TDA	LTF	Yes	Yes	Yes	Yes
10	TDA Record Keeping	LTF	Yes	Yes	Yes	Yes
11	Indirect LTC Costs	LTF	Yes	Yes	Yes	Yes
12	Allocate for transit grants	LTF	Yes	Yes	Yes	Yes
13	Complete PTMISEA and TSGP reports	LTF	Yes	Yes	If needed	If needed

Funding Sources:

Local Transportation Fund: \$58,078

WORK ELEMENT 310.1

Title: Coordinate Transit Services

Purpose: While the opportunities for coordination of transit services are limited, the coordination of the services that are available will still enhance their effectiveness. Any coordination of transit services will include the evaluation of services necessary to address the needs of traditionally underrepresented populations such as the elderly, disabled, low-income, and minority (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) communities/groups and Tribal Governments. The purpose of this element will be to continue to evaluate the services that are available, continue to determine where coordination of services may occur, and revise, as necessary, the role of the ICLTC in coordinating or monitoring those services. Maximize federal and State sources that may be available to improve the transportation system in Inyo County.

Previous Work: Implementation of the Coordinated Public Transit – Human Services Transportation Plan for Inyo and Mono Counties. Implement recommendations from the Roles and Responsibilities Study examining the relationship between the governing boards of ESTA, the Mono LTC, and the Inyo County LTC. Coordinated with ESTA to apply for, monitor, and report on Public Transportation Modernization, Improvement, and Service Enhancement Account and Office of Homeland Security grant programs. Coordinate with ESTA, ESAAA, and IMAH and make findings with regard to various FTA transit grant applications. Ensure review of the Draft Short Range Transit Plan.

Products: Continued participation in tasks described below. Identify new opportunities to coordinate transit services as necessary.

Methods/Tasks (for FY 2018/2019):

1. Maintain inventory of current transit providers and the scope of their services.
2. Consult with transit providers to verify services that are being coordinated.
3. Evaluate and recommend adjustments in services of existing transit providers to meet existing transportation needs.
4. Present transit-related findings to the ICLTC.
5. Evaluate Intelligent Transportation Systems (ITS) technology for coordinating and monitoring current transit services.
6. Monitor and evaluate the interregional transit service.

7. Work with ESTA to pursue the procurement of long-term funding to ensure the continuation of interregional transit service.
8. Participate with Kern COG and Mono County to establish a comprehensive interregional transit service for the Eastern Sierra corridor.
9. For Federal Transit Administration grants, ensure that the grant applications are consistent with, and derived from the Coordinated Public Transit- Human Services Transportation Plan for Inyo- Mono Counties.
10. Refer to the Coordinated Public Transit - – Human Services Transportation Plan for Inyo and Mono Counties as a reference in allocating TDA funds. (This task is only eligible to receive TDA funds)
11. Assist ESTA with planning-related activities related to the update of ESTA’s Short-Range Transit Plan.
12. Coordinate and consult with the five Tribal Governments.
13. Conduct outreach efforts to traditionally underrepresented and underserved populations such as the elderly, disabled, low-income, and minority (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) communities/groups and community leaders.
14. Encourage local transit providers to submit applications for Federal Transit Administration grant programs (Sections 5304, 5310, and 5311) and coordinate with Caltrans in the review and submittal of these grant proposals.
15. Implement planning related recommendations set forth in the *Roles and Responsibilities Study* that evaluated the relationship between the ICLTC and ESTA in service planning. transfer the administration of state transit grants (LCTOP, PTMISEA, etc.) to ESTA.

Work Element 310.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	Inventory transit providers	LTF	Yes	Yes	Yes	Yes
2	Verify transit services	LTF	Yes	Yes	Yes	Yes
3	Adjust services as needed	LTF	As needed	As needed	As needed	As needed
4	Present finding to ICLTC	LTF	As needed	As needed	As needed	As needed
5	Evaluate ITS	LTF	Yes	Yes	Yes	Yes
6	Monitor Inter-regional	LTF	Yes	Yes	Yes	Yes
7	Longterm funding for inter-regional	LTF	Yes	Yes	Yes	Yes
8	Regional coordination wildlife	LTF	As needed	As needed	As needed	As needed
9	Coordinated Transit Plan Consistency	LTF	Yes	Yes	Yes	Yes
10	Refer to Coordinated Transit Plan	LTF	Yes	Yes	Yes	Yes
11	Planning related to Short Range Transit Plan update	RPA	Yes	Yes	Yes	Yes
12	Coordinate and consult	RPA	Yes	Yes	Yes	Yes
13	Outreach to under-represented	RPA	Yes	Yes	Yes	Yes
14	Encourage transit providers	LTF	Yes	Yes	Yes	Yes
15	Implement Roles and Responsibilities	LTF	Yes	Yes	Yes	Yes
16	Transfer grant administration to ESTA	LTF				

Funding Sources:

Rural Planning Assistance Fund:	\$ 5,000
Local Transportation Funds	\$ 5,000
Total =	\$ 10,000

WORK ELEMENT 400.1

Title: 400.1 - Project Development & Monitoring

Purpose: With Inyo County, City of Bishop, and Caltrans; help with the administration of local projects. Assist with the review and preparation of environmental documents, funding requests, STIP amendments, and other CTC documents. In conjunction with Caltrans, monitor the progress of State projects on US 395 and other state roads. Develop grant applications

Previous Work (from FY 2017/2018): Apply for Active Transportation Program grant funds and Federal Lands Access Program. Release a Draft Active Transportation Plan for public review and comment. Continue to monitor and develop local road projects. Complete a Pedestrian Facilities Inventory of City of Bishop and County. Finish an update of Road Department Standard Specifications. Provide input on the Olancha-Cartago Four Lane Expressway project environmental document. Complete a Project Study Equivalent on behalf of the County. Completion of a City of Bishop Stormwater Master Plan.

Methods/Tasks (for FY 2018/2019):

1. Monitor and assist with planning pursuant to continued progress of local projects and State highway projects.
2. Provide planning assistance involving identification and development of local grant projects.
3. Remain involved in the development and the allocation of funds for transportation and planning programs included in MAP-21 / FAST Act such as the Active Transportation Program, Sustainable Communities, etc... (Aside from the Sustainable Communities grant, this task is only eligible to receive PPM funds).
4. Assist with planning, CEQA and/or NEPA review of local projects and Caltrans projects to ensure consistency and compliance with regional planning documents. This task will not involve any site-specific environmental survey.
5. Facilitate adequate public involvement and participation in the planning of local and State projects.
6. Ensure that safety and security are considered in the planning and selection of alternatives for proposed local and Caltrans projects.
7. Coordinate Statewide Integrated Traffic Records System (SWITRS) and other collision databases from local law enforcement agencies (CHP, Inyo County Sheriff and Bishop Police) to identify, prioritize and incorporate safety considerations into the planning of transportation projects.

8. Review data from local law enforcement and resource management agencies to identify, prioritize and incorporate measures into planning for transportation projects involving wildlife movement and related traffic safety.
9. Participate and sponsor planning activities related to access and circulation at the Bishop Airport.
10. Participate in public meetings and transportation studies to identify appropriate local projects to address local and regional transportation problems.
11. Ensure access-management issues are included with all project review on local streets and roads and the state highway system.
12. The ICLTC shall use performance measures in the evaluation and selection of future projects.
13. Maintain a system-wide Disadvantaged Business Enterprises (DBE) program.
This task is only eligible to receive PPM funds. This task is not for specific projects. It is for the overall DBE program.
14. Coordinate and consult with the five Tribal Governments.
15. For local land division projects, address dedication for right-of-way (ROW) needs and perfection of ROW title for State and local roadways.
16. Hire a consultant to complete grant applications for a variety of programs such as the Active Transportation Program and the Highway Safety Improvement Program. (This task is only eligible to receive PPM funds.)
17. Review the Pedestrian Facilities Inventory of County, City, and Tribal Government roadways and pursuant to the Americans with Disabilities Act. Prioritize projects and search for appropriate funding.
18. Update the County and City-wide Active Transportation Plan if necessary. Continue to identify potential bicycle and pedestrian projects. An Active Transportation Plan was completed in FY 2015-2016.
19. Work with the Inyo National Forest and Bureau of Land Management to obtain permanent easements and/or perfect right of way for County maintained roads. This task includes NEPA compliance. The County applied for a State Parks Grant to complete this project. A consultant will be retained to complete this project. The project scope spans three fiscal years from December 27, 2017 (Project only eligible to receive PPM funds – requires \$149,000 match that will be split over a three-year period.)
20. Coordinate with Caltrans, California Highway Patrol, and Inyo County Sheriff to focus on safety in public outreach and paying special notice to fatal and severe injury collisions.

21. Develop Project Study Reports (PSRs) or PSR Equivalents. (This Task will not to exceed \$50,000 in FY 2018-2019. This task is only eligible to receive PPM funds).
22. Attend trainings to develop local agency staff's ability to deliver Federal Aid and other types of transportation projects (Federal Aid training, Resident Engineers Academy and other similar trainings. This task is only eligible to receive PPM funds.)
23. Develop a Stormwater Master Plan for the City of Bishop 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. (Task will not exceed \$92,000. Project only eligible to receive PPM funds. This project was initiated in FY 2015-2016.)

Work Element 400.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	Monitor and assist project	PPM	Yes	Yes	Yes	Yes
2	Plan and develop grants	PPM	Yes	Yes	Yes	Yes
3	Pursue grant funds	RPA & PPM	As needed	As needed	As needed	As needed
4	Assist with environmental review	RPA & PPM	As needed	As needed	As needed	As needed
5	Public involvement	PPM	Yes	Yes	Yes	Yes
6	Safety and security	RPA & PPM	Yes	Yes	Yes	Yes
7	Law enforcement safety	RPA & PPM	Yes	Yes	Yes	Yes
8	Law enforcement data	RPA & PPM	Yes	Yes	Yes	Yes
9	Access to airport	RPA & PPM	Yes	Yes	Yes	Yes
10	Address problems	RPA & PPM	As needed	As needed	As needed	As needed
11	Access management	PPM	Yes	Yes	Yes	Yes
12	Performance measures	RPA & PPM	Yes	Yes	Yes	Yes
13	Maintain DBE	PPM	Yes	Yes	Yes	Yes
14	Coordinate and Consult	RPA & PPM	Yes	Yes	Yes	Yes
15	Development Review	PPM	As needed	As needed	As needed	As needed
16	Complete grant applications	PPM	As needed	As needed	As needed	As needed
17	Pedestrian Facilities Inventory	RPA & PPM	Yes	Yes	Yes	Yes
18	Update Active Transportation Plan	RPA & PPM	As needed	As needed	As needed	As needed
19	Obtain permanent easements	PPM	Ongoing	Ongoing	Ongoing	Ongoing
20	Safety Public Outreach	RPA & PPM	Yes	Yes	Yes	Yes
21	Develop PSRs	PPM only	As needed	As needed	As needed	As needed
22	Staff development	PPM only	As needed	As needed	As needed	As needed
23	Bishop Stormwater Master Plan	PPM only	Yes	Yes	Complete	Complete

Work Element 400.1 Funding Sources:

Rural Planning Assistance fund \$56,000

Planning, Programming, & Monitoring fund \$60,000

Total \$116,000

WORK ELEMENT 500.1

Title: Coordination & Regional Planning

Purpose: To provide oversight and coordination in regional planning and transportation issues.

Previous Work: a) Implementation of the Inyo County Regional Transportation Plan. b) Continued to monitor issues addressed by the Rural Counties Task Force. c) Attended and participated in Eastern California Transportation Planning Partnership meetings and programs. d) Submittal of a monitoring report to the California Legislature regarding Assembly Bill 628, and e) Regular maintenance of the Inyo County LTC website at www.inyoltc.org.

Methods/Tasks (for 2018/2019 FY):

1. Participate and coordinate in activities between Caltrans, ICLTC, and the Eastern California Transportation Planning Partnership.
2. Coordinate with Caltrans on transportation planning activities such as:
 - Olancho/Cartago 4-lane project
 - System Level Planning Documents (Transportation Concept Reports)
 - Project specific public involvement activities
 - North Sierra Highway Sustainable Corridor Plan grant from See Vee Lane to Barlow Lane
 - Truck traffic on Bishop Main Street
 - West Line Street improvements
 - Eastern Sierra Corridor Freight Study
 - Olancho Bypass Corridor Study Sustainable Communities grant(This task is only eligible to receive PPM funds).
3. Ensure public participation in regional planning processes by encouraging public meetings at planning stage, with emphasis on involvement of Caltrans, local agencies, the traditionally under-represented, and Tribal Governments.
4. Ensure that planning and transportation operations address the needs and issues of all constituents.
5. Require coordination of transportation planning with other planning efforts such as land use planning, CEQA/NEPA review, air quality planning, watershed management, etc...
6. Participate in Intelligent Transportation Systems (ITS) trainings such as the Sierra Nevada ITS Strategic Deployment Plan.
7. Participate and coordinate with the Rural Counties Task Force (RCTF).

8. Evaluate the potential for implementation of the “Livable Communities” concept in County communities and the City of Bishop and promote collaboration with Mono County, Caltrans District 9 and stakeholders to ensure transportation improvement projects consider community features.
9. Continue to develop criteria, policies and guidelines addressing prioritization and selection of regional transportation projects.
10. Coordinate and consult with all five Federally recognized Tribal Governments in Inyo County to participate in individual consultation forums to affect compliance with Title 23, United States Code (U.S.C.), Chapter 1, Sections 134(h)(3)(B), 134(i)(5), and 101(a)(23); MAP-21 / FAST Act, Subsection 5303(i)(2)(B), Section 6001, Subsection 134(i)(2)(B), and 6002.
11. Assist with the planning of the Heritage Trail project in Lone Pine.
12. Implement ITS traffic circulation recommendations that develop out of community planning efforts.
13. Coordinate with Tribal Governments to consider submittals of County and City roads, routes and bridges for grant funding as part of the Bureau of Indian Affairs Indian Reservation Roads inventory system.
14. Coordinate with Tribal Governments to apply for Bureau of Indian Affairs (BIA) grant funding for County and City roads that provide direct access to Indian Reservations.
15. Implement proposals included in the Eastern Sierra Corridor Enhancement Plan for US 395 if feasible.
16. Evaluate and implement the combined use of specific local streets and roads by regular vehicular traffic and off highway vehicles as per Assembly Bill 628. Monitor the designation of combined use roads. This task was initiated in FY 2012-2013 and will be carried over into FY 2018-2019. Before January 1, 2019, submit a report to the California Legislature summarizing impacts created by the designation of the combined-use routes.
17. Development of the US 395 Olancho-Cartago Sustainable Corridor Plan grant. This includes a hard match in the amount of \$10,000 and an in kind match of staff time. This grant was initiated in FY 2017-2018 and is estimated to be completed in FY 2018-2019.
18. Complete an update of the ICLTC’s 2015 Regional Transportation Plan. The goal will be to complete the update by September 15, 2019. Typically the Regional Transportation Plan update takes 12-18 months to complete. The update will be completed by a consultant. It could cost up to \$50,000.

Work Element 500.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/19	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	ECTPP participation	RPA & PPM	As needed	As needed	As needed	As needed
2	Coordinate with Caltrans District 9	PPM	Yes	Yes	Yes	Yes
3	Encourage public meetings	RPA & PPM	As needed	As needed	As needed	As needed
4	Project equity	RPA & PPM	Yes	Yes	Yes	Yes
5	Interdisciplinary coordination	RPA & PPM	Yes	Yes	Yes	Yes
6	ITS deployment plan	RPA & PPM	As needed	As needed	As needed	As needed
7	RCTF participation	RPA & PPM	As needed	As needed	As needed	As needed
8	Livable communities	RPA & PPM	As needed	As needed	As needed	As needed
9	Project selection	RPA & PPM	As needed	As needed	As needed	As needed
10	Ensure public participation	RPA & PPM	Yes	Yes	Yes	Yes
11	Heritage Trail	RPA & PPM	Yes	Yes	Yes	Yes
12	ITS recommendations	RPA & PPM	As needed	As needed	As needed	As needed
13	County/City roads for BIA funds	RPA & PPM	As needed	As needed	As needed	As needed
14	Coordinate for BIA funding	RPA & PPM	As needed	As needed	As needed	As needed
15	Implement Corridor Enhancement	PPM	Yes	Yes	Yes	Yes
16	AB 628 monitor and review	RPA & PPM	Yes	Yes	Yes	Yes
17	North Sierra Highways Corridor	RPA & PPM	Yes	Yes	Yes	Yes
18	Update of 2015 RTP	RPA & PPM	Yes	Yes	Yes	Yes

Funding Source:

Rural Planning Assistance (RPA) Fund	\$50,000
Planning, Programming, and Monitoring Fund	\$60,000
Total =	\$110,000

WORK ELEMENT 600.1

Title: PMP/GIS

Purpose: To ensure optimum use of State and Federal funds allocated for construction and maintenance on local roads, assist with the continued development and maintenance of a Pavement Management Program (PMP). The PMP will assess the current operational condition of the local road system, identify maintenance or rehabilitation work required to meet the current needs, and develop management strategies using life cycle cost analyses for proposed maintenance and rehabilitation activities. The PMP will utilize best management practices, make optimum use of construction and maintenance funds for local roads and meet Federal and State requirements for pavement management. The Pavement Management Program, in conjunction with traffic counting and roadway analysis, creates the base data that is used to develop capital improvement program identified in the RTP. This data is also important in assessing the outcomes and goals identified in the RTP.

In order to provide for easy identification of current projects that are being funded with State and Federal funds and to identify the network of roads within the City and County, assist with the development of a countywide Geographic Information System (GIS).

Previous Work: Survey of approximately 1/3 of road network – this was the second year toward the completion of a complete update of the pavement conditions systemwide. Staff continued fieldwork for data collection for PMP/GIS system and purchase of new survey equipment.

Methods/Tasks (for FY 2018/2019):

1. Development and update of a Pavement Management System for the County of Inyo as follows:
 - Update the assessment of County and City roads.
 - Develop priorities and weighted criteria for use in determining overall condition ratings and priority rankings.
 - Evaluate traffic classifications, street designations, materials and standards.
 - Develop procedures, standards and impact fees to protect the public investment in streets.
 - Develop a computerized 3-year pavement management plan and capital improvement plan.
2. Contract with a consultant to update the City and County Pavement Management System every three years, with 1/3 of the system being updated each year. The work this year will complete the first year of a new update cycle and will cost \$40,000.
3. Develop Capital Improvement Plan for County roads using most cost-effective rehabilitation strategies.
4. Use ArcView or ArcMap to develop countywide GIS database that will identify and characterize current projects; and characterize County and City roads for general planning and management purposes. This task includes GIS-related trainings for City and County staff.

5. Utilize GIS to develop assessment tools for evaluating safety of transportation system, CEQA/NEPA analysis and regional transportation issues.
6. Work with Caltrans to integrate regional GIS data.
7. Collect GPS data on local streets and roads to incorporate into GIS applications. This includes taking centerline GPS readings of the entire Inyo County Maintained Mileage System.
8. Purchase video or stop-motion traffic counters to assist with monitoring road use, use trends, and to differentiate between vehicle types (cars, trucks, motorcycles, bicycles, non-street legal vehicles, and pedestrians).
9. Purchase a drone to assist in the collection of pavement management data, to monitor roadway conditions, and to be a visual tool that will assist in the planning of future road projects. This task is only eligible for planning-related work. It is anticipated that about 50% of the work related to this tool will be project specific. That activity will be not be eligible for reimbursement with either RPA or PPM funds. Because of this, the drone will be purchased with 50% planning funds and 50% Road Department funds.

Work Element 600.1 Delivery Timetable						
Task No.	Description	Funds	7/1/18 to 9/30/18	10/1/18 to 12/31/18	1/1/19 to 3/31/19	4/1/19 to 6/30/19
1	Implement pavement management program	PPM	Yes	Yes	Yes	Yes
2	Update pavement management program	PPM	Yes	Yes	Yes	Yes
3	Improvement plan for road work	RPA & PPM	Yes	Yes	Yes	Yes
4	Countywide GIS	RPA & PPM	Yes	Yes	Yes	Yes
5	GIS as assessment tool	RPA & PPM	Yes	Yes	Yes	Yes
6	Integrate GIS data	RPA & PPM	Yes	Yes	Yes	Yes
7	GPS Data Collection	RPA & PPM	Yes	Yes	Yes	Yes
8	Purchase traffic counters (stop-motion & video)	RPA & PPM	Yes	Yes	Yes	Yes
9	Purchase a drone	RPA & PPM	Yes	Yes	Yes	Yes

Funding Source:

Rural Planning Assistance:	\$ 30,000
Planning, Programming and Monitoring Fund Carryover:	\$ 45,000
Total =	\$ 75,000

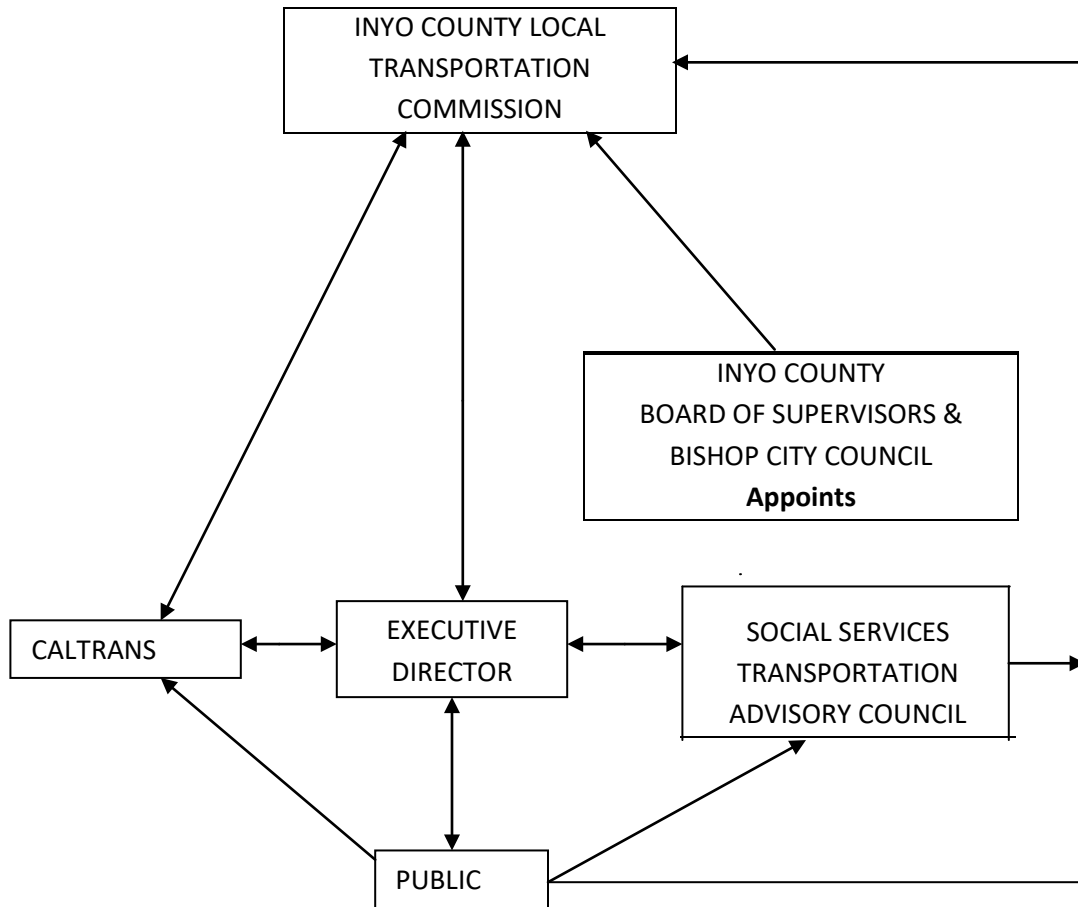
**INYO COUNTY LOCAL TRANSPORTATION COMMISSION
2018/2019 OWP FUNDING SOURCE AND EXPENDITURE SUMMARY**

WORK ELEMENT		FUNDING SOURCE			TOTAL
Number	Description	RPA	LTF	PPM	
100.1	Compliance and Oversight	\$54,000			\$54,000
110.1	Overall Work Program	\$20,000			\$20,000
200.1	Regional Transportation Improvement Program	\$15,000		\$35,000	\$50,000
300.1	Administer Transit		\$58,078		\$58,078
310.1	Coordinate Transit Services	\$5,000	\$5,000		\$10,000
400.1	Project Development & Monitoring	\$56,000		\$60,000	\$116,000
500.1	Coordination & Regional Planning	\$50,000		\$60,000	\$110,000
600.1	PMS/GIS	\$30,000		\$45,000	\$75,000
	TOTALS	\$230,000	\$63,078	\$200,000 ¹	\$493,078

¹ This will involve the expenditure of PPM funds programmed in FY 2016-2017, 2017-2018, and 2018-2019.

Appendix A

**INYO COUNTY LOCAL TRANSPORTATION COMMISSION
ORGANIZATIONAL CHART**



Appendix A

Sample Eligible and Ineligible Regional Transportation Planning Activities

As the name indicates, transportation planning funds (FHWA PL and FTA Section 5303) are to be used for activities associated with the Metropolitan planning process (23 CFR 450). Similarly, State RPA is allocated to the 26 rural RTPAs for fulfilling the regional transportation planning requirements of Government Code Section 65080. A wide variety of regional transportation planning activities are eligible for transportation planning funds. The information in this Appendix is illustrative, not inclusive. Appendix A is organized into four sections: Section I provides a sample list of eligible activities for MPOs and RTPAs; Section II provides general guidance for RTPAs to determine eligible activities; Section III identifies the primary eligible regional transportation planning work products; and, Section IV lists example ineligible activities.

I. Eligible Activities include, but are not limited to:

1. Regional Coordination & Consultation

- i. Participate in Federal and State Clean Air Act transportation related air quality planning activities.
- ii. Involve federal and state permit and approval agencies early and continuously in the regional transportation planning process to identify and examine issues to develop necessary consensus and agreement; collaborate with Army Corps of Engineers, National Fish and Wildlife Service, Environmental Protection Agency and other federal agencies responsible for permits and National Environmental Protection Act (NEPA) approvals and with state resources agencies for compliance with California Environmental Quality Act (CEQA).
- iii. Establish and maintain formal consultation with Native American Tribal Governments enabling their participation in local and state transportation planning and programming activities.
- iv. Create, strengthen, and use partnerships to facilitate and conduct regional transportation planning activities among California Department of Transportation (Department), MPOs, RTPAs, Native American Tribal Governments, transit districts, cities, counties, the private sector and other stakeholders.
- v. Coordinate with partners to identify policies, strategies, programs and actions that enhance the movement of people, goods, services and information on the regional, inter-regional, and state highway system.
- vi. Coordinate with partners to implement the MAP-21/FAST Act performance-based approach in the scope of the transportation planning process.
- vii. Develop joint work programs with transportation and air quality agencies, including transit operators, to enhance coordination efforts, partnerships, and consultation processes; eliminate or reduce redundancies, inefficient or ineffective resource use and overlapping review and approvals.
- viii. Holding conferences and other technical meetings provided that the cost: (1) must be incurred for an activity that is eligible for the category of funds being used (e.g., PL funds can only be used for eligible metropolitan planning related activities); and (2) must be allowable under the Office of Management and Budget's (2 CFR 200) cost principles for the agency that incurs the cost. Additionally, the basic guideline for allowability of a cost is that the cost be necessary and reasonable "for proper and efficient performance

- and administration" of the Federal awards" (i.e., Federal grant, project, etc.). The cost principles indicate that the cost of conferences or other meetings may be allowable for reimbursement when the primary purpose is the dissemination of "technical information."
- ix. Preparing for and attending board meetings – staff time for these meetings is eligible as an *indirect* cost and included in an ICAP because these meetings usually discuss matters beyond regional transportation planning (e.g., project development or delivery activities). However, there may be some exceptions. If the board meeting is solely for the purpose of an MPO/RTPA, the OWP Work Element needs to justify how it is a direct cost.
 - x. Association membership dues and staff time attending CALCOG meetings are eligible as an indirect cost and should be included in the ICAP because these meetings usually discuss matters beyond regional transportation planning (all lobbying activities associated with the organization are ineligible and should be segregated).
 - xi. MPO/RTPA Executive Director – the MPO/RTPA Executive Director’s time should mostly be recorded as an indirect activity. For example, when an Executive Director is meeting with staff or attending meetings on behalf of the agency, it is likely in an executive management capacity and therefore should be recorded as an indirect activity. There are instances when an Executive Director of a small MPO or RTPA can charge their time directly. In this instance, Executive Director’s time needs to be tracked by how they are functioning, that is, whether they are working in a technical capacity (direct activity) or an executive management capacity (indirect activity).
 - xii. OWP Development – only the development of the OWP document as it pertains to transportation planning and the CPG/RPA Work Elements should be in an OWP Development & Administrative-type Work Element. Other administrative and financial activities are also eligible and can to be presented in one of the following options:
 - As *indirect* costs and should be included in an ICAP;
 - As direct costs in a separate work element but paid for with other funds, if an agency does not have an ICAP; **OR**
 - The activities can remain in a single work element if the accounting system is able to segregate direct and indirect activities to support that non-CPG/RPA funds are used for indirect activities.

2. Public & Stakeholder Engagement

- i. Involve the public in the regional transportation planning process.
- ii. Participate with regional, local and state agencies, the general public and the private sector in planning efforts to identify and plan policies, strategies, programs and actions that maximize and implement the regional transportation infrastructure.
- iii. Conduct collaborative public participation efforts to further extend transportation planning to communities previously not engaged in discussion.
- iv. Utilize techniques that assist in community-based development of innovative regional transportation and land use alternatives to improve community livability, long-term economic stability and sustainable development.
- v. Develop marketing/public outreach materials for planning requirements, the planning process, public education, or a specific transportation planning study (2 CFR 200.421).

3. Integrated Planning

- i. Identify and analyze issues relating to integration of regional transportation and community goals and objectives in land use, housing, economic development, social welfare and environmental preservation.
- ii. Define solutions in terms of the regional multimodal transportation system, land use and economic impacts, financial constraints, air quality and environmental concerns (including wetlands, endangered species and cultural resources).
- iii. Document environmental and cultural resources, and develop and improve coordination between agencies using Geographic Information Services (GIS) and other computer-based tools.
- iv. Develop partnerships with local agencies responsible for land use decisions to facilitate coordination of regional transportation planning with land use, open space, job-housing balance, environmental constraints, and growth management.
- v. Identify the right of way for future transportation projects, including unused right of way needed for future transportation corridors and facilities.
- vi. Investigate methods to reduce vehicle travel and to expand and enhance travel services.
- vii. Incorporate transit and intermodal facilities, bicycle transportation facilities and pedestrian walkways in regional transportation plans and programs where appropriate.
- viii. Consider airport ground access transportation and transportation to ports, recreational areas and other major trip-generating sites in planning studies as appropriate.
- ix. Identify and address regional transportation issues relating to international border crossings, and access to seaports, airports, intermodal transportation facilities, major freight distribution routes, national parks, recreation areas, monuments and historic sites, military installations; and military base closures.
- x. Develop programmatic mitigation plans (23 CFR 450.320) in coordination with FHWA and FTA.

4. Transportation Modeling/Visualization Tools

- i. Develop and/or modify tools that allow for better assessment of regional transportation impacts on community livability.
- ii. Consider alternative growth scenarios that provide information on compact development and related infrastructure needs and costs as it relates to regional transportation planning.

5. Transportation System Preservation

- i. Preserve existing transportation facilities, planning ways to meet transportation needs by using existing transportation facilities more efficiently, with owners and operators of transportation facilities/systems working together to develop operational objectives and plans which maximize utilization of existing facilities.
- ii. Develop life cycle cost analyses for all proposed transportation projects and services, and for transportation rehabilitation, operational and maintenance activities.
- iii. Study of a regional traffic impact fee program and appropriate fee levels.

6. Transportation Needs Assessments

- i. Identify and document transportation facilities, projects and services required to meet regional and interregional mobility and access needs.

- ii. Assess the operational and physical continuity of the regional transportation system components within and between metropolitan and rural areas, and interconnections to and through regions.
- iii. Conduct regional transit needs assessments and prepare transit development plans and transit marketing plans as appropriate (Non-planning activities related to TDA administration are ineligible; See Section IV).

7. Transportation Programming

- i. Review the regional project ranking process and programming guidelines ensuring comprehensive cost/benefit analysis of all project types are considered.
- ii. Conduct planning activities (including corridor studies, and other transportation planning studies) to identify and develop candidate projects for the Federal Transportation Improvement Program (FTIP).
- iii. Ensure that projects developed at the regional level (not project specific) are compatible with statewide and interregional transportation needs.

II. Rural RTPA Eligible Activities:

In general, RTPA activities are eligible for State RPA funds if they have a direct nexus to core regional transportation planning functions. A well-defined link to regional transportation planning should be described in OWP Work Element activities. For example, using State RPA to fund a pavement management plan would only be eligible if (1) the plan would feed into a regional pavement management plan or the RTP *and* (2) a clear connection to regional transportation planning is apparent in the appropriate OWP Work Element activity. The Caltrans OWP approval process is facilitated when the OWP consistently draws a strong link to regional transportation planning throughout the document.

III. Regional planning documents, consistent with federal and state requirements:

1. Regional Transportation Plans (RTP) and accompanying environmental document
2. Transportation Improvement Programs (TIP)
3. RTP and TIP environmental compliance
4. Overall Work Programs (OWP) and Amendments
5. Overall Work Program Agreements (OWPA) and Amendments
6. Master Fund Transfer Agreements (MFTA)
7. Corridor studies

IV. Ineligible Activities

Ineligible activities need to be in separate OWP Work Elements and cannot be funded with the federally required minimum local match. A Work Element funded with CPG/RPA funds cannot indicate that ineligible activities are funded with non-CPG/RTPA fund source. Typically, MPOs/RTPAs seek reimbursement from Caltrans at the Work Element level, making it difficult to verify that the ineligible tasks within a CPG/RPA Work Element are funded with non-CPG/RPA sources. The comingling of eligible/ineligible activities may be allowed if the MPO/RTPA accounting system is able to itemize and track staff time by task within a Work Element.

Ineligible activities include, but are not limited to:

1. Non-planning related TDA administration such as conducting the Social Services Technical Advisory Committee, fulfilling TDA auditing requirements, processing TDA invoices and fund reports, TDA allocation and claims process, etc. (planning related activities such as unmet transit needs assessment are eligible if they support the regional transportation planning process and RTP)
2. Non-planning related transit administration should be funded with 5310, 5311, etc. including application development and assistance (review of 5310 applications and programming of funds as it relates to the TIP process are eligible planning activities)
3. RHNA Process (portions may be eligible such as activities listed in Section I.3 Integrated Planning, but not the RHNA process as a standalone task)
4. Project development documents such as Project Initiation Documents and Project Study Reports.
5. Review of project level EIRs is only eligible if it is to ensure consistency and compliance with the MPOs/RTAs RTPs and other regional transportation planning plans and products.
6. Habitat Conservation Plans; however, some activities may be eligible if tied to regional transportation planning requirements (e.g., the RTP).
7. Implementation of a study, plan, or program (e.g., Traffic Impact Fee implementation).
8. Project Delivery activities.
9. City or county level transportation studies unless it is regionally significant or has a direct effect on the highway/transit system.
10. Fulfillment of state or local mandates or requirements, unless it ties to a regional planning requirement (e.g., the RTP).
11. Self-promotion/marketing of an MPO/RTPA is unallowable and ineligible.
12. Lobbying.
13. Legal fees for lawsuits/litigation (23 CFR 450.306(e)).
14. Project design, engineering, and construction.
15. Food and beverages at meetings (2 CFR 200.432) are typically an unallowable use of CPG funds. It needs to be justifiable, reasonable and necessary, such as for a public outreach meeting that would have low attendance otherwise. Food and beverages for staff (unless on travel status) and normal TAC meetings are unallowable and ineligible activities that cannot be reimbursed.
16. Association membership dues and staff time attending NARC, AMPO, NSSR, etc. if lobbying and planning activities are not segregated.