



**INYO COUNTY
LOCAL TRANSPORTATION COMMISSION**

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Clint Quilter, Executive Director

MINUTES

INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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

January 15, 2014

9:00 a.m. Bob Kimball called the meeting to order.

ITEM NO. 1 Roll Call

Commissioners Present:

Bob Kimball
Doug Thompson
Matt Kingsley
Rick Pucci
Laura Smith
Jim Ellis

Others Present:

Tom Hallenbeck, Caltrans
Ryan Dermody, Caltrans
John Helm, Eastern Sierra Transit Authority (ESTA)
David Grah, City of Bishop
Courtney Smith, Inyo County
Denise Hayden, Inyo County

ITEM NO. 2: Public Comment

None

ACTION ITEMS

ITEM NO. 3: Election of Officers: Chairman seat; Doug Thompson was nominated by Bob Kimball. Seconded by Jim Ellis, carried 6-0

Vice Chairman seat, Laura Smith was nominated by Jim Ellis and seconded by Rick Pucci, Motion carried 6-0.

Doug Thompson took over the meeting at this point as the new Chairman.

ITEM NO. 4: Secretary of the Local Transportation Commission – Request approval of the minutes of the meeting of October 16, 2013.

Motion: moved by Bob Kimball, seconded by Matt Kingsley, carried 5-0-1

Jim Ellis abstained because he was not in attendance at the October 16, 2013 meeting.

ITEM NO. 5: Request Commission approve Amendment No. 1 to the FY 2013-14 Overall Work Program via Resolution No. 2014-01, changing the total amount of Rural Planning Assistance funds to reflect the carryover of funds from FY 2012-2013.

We are allowed to carry over 25% Rural Planning Assistance funds forward from the previous year. We ended up carrying just a little bit less than the 25% allowed. The Expenditure Summary shows where these funds will be placed in the current Overall Work Program.

Motion to approve Resolution No. 2014-01 made by Matt Kingsley and seconded by Laura Smith. Motion carried 6-0

ITEM NO. 6: Request Commission approve by Minute Order 1) the Performance Audit of the LTC for the three-year period ended June 30, 2012 and 2) direct staff to implement the measures stated in the staff report to address the findings and conclusions set forth in the performance audit.

There are two auditing requirements for the receipt and allocation for the Transportation Development Act Funds. One is a yearly financial audit, second is a triennial performance audit to make sure that we are complying with the law.

The results for our audit and recommended course of action are as follows:

First:

It is recommended that the LTC work with ESTA to submit a separate local transportation CTSA Operations and Public Transportation. LTC is only able to allocate so many funds, only 5% to community transit service or a consolidated transit service agency which is ESTA. In June we will look at allocating the 2014/2015 funds. Past

funds have gone to Eastern Sierra Area Agency on Aging (ESAAA). ESTA may not be able to accept these CTSA funds, we will know in June when we receive the allocation request. LTC staff will work with ESTA and ESAAA to implement this recommendation.

Second:

It is recommended that the LTC change the language in the TDA allocation Resolution to ESTA to include additional language regarding compliance with PUC Section 99275.5. LTC staff will add the suggested language to future TDA Article 4.5 transit allocations.

Third:

Require ESAAA to submit an annual financial and compliance audit. This is a requirement in order for them to receive the TDA funds. LTC staff has notified ESAAA staff of this requirement.

Fourth:

The LTC should create a TDA transit claims worksheet to report how ESTA has implemented recommendations set forth in the performance audit of ESTA. An amendment to the LTC Organization and Procedures Manual will be brought to the LTC's consideration at this meeting.

Fifth:

Work with ESTA to obtain funds to update the Short Range Transit Development Plan (S RTP). LTC staff is coordinating with ESTA and Mono County LTC staff to implement this. ESTA is applying for an FTA Section 5304 grant to fund this project. Mono County LTC will manage this. Inyo LTC has managed in the last triennial audit and the upcoming one.

Motion to approve the Minute Order made by Matt Kingsley and seconded by Rick Pucci. Motion carried 6-0

ITEM NO. 7: Request Commission approve, by minute order, an amendment to Appendix B of the Inyo County Local Transportation Commission Organization and Procedures Manual requiring public transit claimants to submit a worksheet summarizing responses to prior performance audit recommendations.

This minute order will add a page (form) that responds to how the transit provider has responded to previous performance audits of the transit operator.

Motion to approve the amendment to Appendix B LTC Procedures Manual.
Motion made by Jim Ellis and seconded by Bob Kimball. Motion carried 6-0

ITEM NO. 8: Request Commission approve Resolution No. 2014-02 allocating \$30,078 in Transit Security Grant Program funds to the Eastern Sierra Transit Authority for a security cameras project.

Inyo County LTC is allocated \$15,039 annually under the Transit Security Grant Program that was part of Proposition 1B. This project will use two years of these grant funds. These grants are managed by the California Office of Emergency Services.

John Helm from ESTA explained the security operations of the camera on the buses and how they work. A discussion was held with the commission on the operations of the on board cameras.

Motion to approve Resolution 2014-02 was made by Laura Smith and seconded by Rick Pucci. Carried 6-0

DISCUSSION ITEMS

ITEM 9: Request Commission receive and discuss the first quarter invoice of Rural Planning Assistance funds in Fiscal Year 2013-2014.

In the first quarter, 23.3% of the annual RPA allocation of \$216,000.00 was expended. That does not take into account the funds that the LTC carried over for next year. The LTC needs to make sure that it expends these funds.

INFORMATIONAL ITEMS

ITEM 10: ESTA Report

John Helm gave an update on the ESTA ridership numbers. They are continuing to monitor these numbers. They are looking at ways to improve the ridership with different promotions as well as looking at the fare prices.

ESTA is looking into a vehicle replacement program. There are 10 vehicles to be replaced this year with the remainder of the STIP funding.

ITEM 11: Tribal Report

None

ITEM 12: Caltrans Report

Tom Hallenbeck introduced his new Deputy District Director of Planning, Ryan Dermody who took Brad Medam's position.

Tom Hallenbeck continued with the winter roads, openings and closings. Many roads that were closed are now open again. They have not heard from the National Parks about opening Tioga Pass. It is difficult due to the fact that it is difficult to keep those roads open due to the elevation and the dangers involved.

Olancha/Cartago project is still moving forward. They are getting permits the many agencies involved. They expect to have a complete environmental document shortly.

He continued to highlight the various Caltrans projects that they are working on and those upcoming.

ITEM 13: City of Bishop Report

Dave Grah gave an update on the current City of Bishop projects.

ITEM 14: Executive Director's Report

Courtney Smith requested the Commission to send a representative to the upcoming February 4th South State STIP hearing given that the LTC's Regional Transportation Improvement Program over-expends the LTC's share balance to fund the construction component of the Olancho-Cartago four lane project. Doug Thompson agreed to speak on behalf of the Commission at the hearing.

Clint Quilter gave an update of the work by the Inyo County Road Department to fix flood-damaged roads from last summer's floods. The crew is getting close to opening Trona-Wildrose Road and is making good progress on the North Saline Road.

ITEM 15: Reports from all members of the Inyo County LTC

Matt Kingsley and Doug Thompson expressed their dismay at Death Valley National Park for revoking the permit for the Badwater to Whitney Portal ultramarathon and several other events that use SR 190. They asked if Caltrans had received notification of this issue. Tom Hallenbeck indicated that Caltrans had consulted with Death Valley National Park and noted that there had been no incidents in the twenty years they have held the race. Caltrans and the National Park Service has some jurisdictional issues as there is not clear right of way or easements along much of SR 190. Matt Kingsley expressed is hope that the issues with the park can be worked out to hold the Badwater ultramarathon. This race brings significant business to Death Valley and Lone Pine. If an agreement can't be reached, he expressed a hope that the race organizers would be able to create a Tour of the Eastern Sierra race.

CORRESPONDENCE

None

ADJOURNMENT

Doug Thompson adjourned the meeting at 10:22 AM

The next LTC meeting is going to be held on February 19, 2014 in the Bishop City Council Chambers.

Attest:

Clint Quilter
Executive Director

By Denise Hayden, Secretary