



**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**

February 19, 2014

9:02 a.m. Doug Thompson called the meeting to order.

ITEM NO. 1 Roll Call

Commissioners Present:

Bob Kimball
Doug Thompson
Matt Kingsley
Mark Tillemans
Laura Smith
Jim Ellis

Others Present:

David Bloom, Caltrans
Ryan Dermody, Caltrans
Jill Batchelder, Eastern Sierra Transit Authority (ESTA)
David Grah, City of Bishop
Beth Himelhoch, IMAH
Bob Ennis, Eastern Sierra Shuttle Service
Jim Tatum, Inyo County
Josh Hart, Inyo County
Courtney Smith, Inyo County
Denise Hayden, Inyo County

ITEM NO. 2: Public Comment

None

ACTION ITEMS

ITEM NO. 3: Secretary of the Local Transportation Commission – Request approval of the minutes of the meeting of January 15, 2014.

Motion: moved by Bob Kimball, seconded by Matt Kingsley, carried 6-0

ITEM NO. 4: Request Commission approve Resolution No. 2014-03 authorizing the Executive Director to sign Planning, Programming, and Monitoring (PPM) Fund Transfer Agreements.

These are administrative procedures that staff needs to go through in order to receive PPM funds through the STIP that require the signature of the Executive Director. The prior authorization on file for the Executive Director's signature has expired in June 2013. The new resolution will not have an expiration date.

Motion to approve Resolution No. 2014-03 made by Laura Smith and seconded by Jim Ellis. Motion carried 6-0

ITEM NO. 5: Request Commission approve a letter of support for the submittal of a grant application by the Planning Department to create a specific plan for the North Sierra Highway area in Bishop.

Courtney Smith stated that the Planning Department is requesting a letter of support for the specific plan and is requesting that the LTC commit to funding a 5% match using LTC-administered funds. The estimated match amount will be about \$37,500.00. Rural Planning Assistance funds are eligible to use as these requested match funds.

Josh Hart of the Planning Department indicated that the North Sierra Highway corridor plan is to improve transportation, land use in partnership with the City of Bishop. The proposed plan covers from the Casino to the Fairgrounds and would envision a walking corridor, safer and easier access for emergency vehicles, and increase safety for businesses and passing motorists. Both the City of Bishop and the County of Inyo have approved the Grant application and are ready to move forward with their support of this project.

Laura Smith commented that there needs to be a bike lane in the corridor for safety reasons.

Jim Ellis agrees with Laura that it needs to be safer and better lighting to see pedestrians and bicycles at night.

Doug Thompson also commented that it is difficult at night to see pedestrians.

Matt Kingsley posed a question to the other commissioners: will encouraging business development in the North Sierra Highway corridor have a negative impact on downtown businesses?

Bob Kimball said that we need to focus on the light at See Vee Lane and US 395 as part of the planning process.

Josh Hart from the Planning Department reassured everyone that part of the plan would be to hire an analyst to look into these aspects.

Laura Smith commented on the downtown area and noted that she is seeing changes with the current downtown businesses with new restaurants like Sage, new brewery opening and with Schat's opening a new business at the old Sizzler location for the growth that they are experiencing.

Jim Ellis commented that Cities are more intertwined now. Lone Pine's success effects Bishop, Big Pine, etc. We are heading in the right direction.

Mark Tillemans asked where the funds were coming from. Courtney said the LTC-administered RPA funds, a State Subvention, are eligible to cover the 5% match. The LTC will need to keep this commitment in mind in implementing the FY 2014-2015 Overall Work Program. Mark added that the Inyo County Board of Supervisors is excited about this project.

Motion made to send a letter of support from LTC and stating intent to cover the grant match to the Planning Department for the grant application.

Motion made by Jim Ellis and seconded by Bob Kimball. Motion carried 6-0

DISCUSSION ITEMS

ITEM NO. 6: Receive the Fiscal Year 2014-2015 Draft Overall Work Program (OWP) and provide direction to staff.

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.

The OWP particularly outlines how the LTC will use RPA funds. These funds must be used in the rural planning process. RPA funds are state transportation planning funds and are allocated to planning agencies based on a population basis. The OWP serves as a scope of work with Caltrans for the expenditure of these funds. In FY 2014-2015, the ICLTC will receive \$230,000. We are asking the commission to review the document

paying special attention to the tasks that are included. No action needs to be taken today.

Major work completed so far in FY 2013-2014 includes:

- an update of 1/3 of the Pavement Management Program is underway – this is the initiation of the second three-year update of the entire County and City road network,
- Consolidation and Update of two MOUs on the State Highway system
- Development of the 2014 RTIP
- the completion of a Triennial Performance Audit of the ICLTC,
- the initiation of a State Parks grant for the completion of a CEQA document to implement Assembly Bill 628 regarding the possible future use of some County roads by off-highway vehicles, and
- 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.

One of the things for next year is to look at the City of Bishop storm water management plan. The County is going to look at the ADA compliance with the roads to make sure that we come into compliance. They will also be looking at County buildings for ADA compliancy.

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

In Work Element 400.1 – Project Development and Monitoring, tasks include: creating an Alternative Transportation Plan that updates the Collaborative Bikeways Plan and creates new sections related to pedestrian travel and safe routes to school, the creation of a Stormwater Management Plan for the City of Bishop, and an ADA pedestrian facilities inventory of County roads.

In Work Element 500.1 – Coordination and Regional Planning tasks include 1) continued participation in the Eastern California Transportation Planning Partnership, participate in meeting of the Rural Counties Task Force (a committee designated by the California Transportation Commission), an update to the Regional Transportation Plan, the environmental review of a system of proposed combined-use routes pursuant to Assembly Bill 628 (no project specific environmental survey allowed with this funding source), and the monitoring of any combined-use roads designated by the County.

In Work Element 600.1 – Pavement Management Program, tasks includes work with Geographical Information Systems and an update of 1/3 of the County roads in the pavement management program.

No action is required by your Commission today. Comments are welcome.

Matt Kingsley expressed a concern that the communities outside of Bishop be involved in the development of the Active Transportation Plan. We need to find people in these areas to make sure that we are considering all areas.

Courtney commented that ICLTC will work with the school districts to make sure these areas are addressed for everyone.

Doug Thompson commented that if we can work with Bishop and the surrounding areas to work together to better implement this new program.

ITEM NO. 7: Review the Inyo National Forest Draft Forest wide and Whitney Portal Alternative Transportation Feasibility Studies and provide direction to staff.

There is a short time period to comment on these transit plans. Comments need to be submitted by February 21st. Deborah Lyons talked to the Commission about both alternative transportation plans, one for the Whitney Portal and the other for the entire Inyo National Forest. If the Commission would like, you can provide direction to staff to make any comments. In any case, the plans provide a good reference point for a discussion of alternative transit and also suggest practical ideas at the trailheads analyzed as part of the study. Inyo National Forest staff has indicated that they have used the information in the plans for the development of a successful grant to repave the hiker parking lot at South Lake.

Matt Kingsley asked staff for a copy of the Whitney Portal Alternative Transportation Feasibility Study. Courtney will provide a copy for him. The documents can be viewed on the LTC website on the *Relevant Documents and Studies* page.

Forest Service is looking at for more efficient usage of their recreational facilities to match facilities with user needs.

Doug Thompson commented that Deborah Lyons did an excellent job on these reports and they are an excellent reference and should be used for other purposes when applying to various grants.

ITEM NO. 8: Receive the second quarter invoice of Rural Planning Assistance fund in Fiscal Year 2013-2014.

This is for information only; no action needs to be taken today. After two quarters the LTC has expended \$87,000 of the RPA allocation of \$269,000.00 or 32%. The LTC is under expended on these funds because where possible funds are being billed to PPM. The LTC will need to get ramped up on additional projects in the next year to expend both types of funds.

Depending on where the RPA expenditures are at during the third quarter, staff will bring back to your Commission whether it will be necessary to carry over some of RPA funds into the next fiscal year.

INFORMATIONAL ITEMS

ITEM 9: ESTA Report

Jill Batchelder, Cost by route analysis distributed. There was an estimate of these figures given in September and now these are the actual numbers. These numbers are based on the vehicle maintenance, vehicle type, fuel costs, administrative components, etc.

It is approximately \$58 per hour to operate the Bishop Dial-A-Ride services. \$160 per hour for the Reno run.

Fair box recovery, all of the routes with the exception of Tecopa are over the 10% minimum. Bishop Dial-A-Ride is at 17.5%, Bishop to Lone Pine is at 22.5%. Tecopa is a route that is more of a life line service that is only operated two days per month to provide transportation for medical appointments and shopping.

ITEM 10: Tribal Report

None

ITEM 11: Caltrans Report

Ryan Dermody said District 9 will be looking into completing an Active Transportation Plan for District 9. This study should be done by May 2015. Caltrans may not be able to apply directly for funding and will work with the LTC.

For the Olancha-Cartago Four Lane project, the environmental study was to be completed in January, though it is looking now that it will be done in May. Caltrans is still moving through regulatory agency consultation. Once the environmental is done then they can move forward with the design and then construction. Construction is tentatively programmed in FY 2017-2018 though this is a flexible process.

On the North Sierra Highway corridor, Caltrans has been looking at installing sidewalks for quite some time. This is somewhat of a challenge for Caltrans because of the different property ownerships and the right-of-way takes on the properties. Funding may have to come back through the LTC and the Active Transportation Program.

They are moving forward with the project at See Vee Lane and Highway 395 to install a signal. It is currently in the environmental process and this should be completed within the next year. Caltrans will then go into final design with construction for this project starting in 2016. They have also coordinated with the County on its See Vee Lane Extension so that the two projects will all tie in together.

On State Route 168 (West Line Street) it is planned to install a signal at the See Vee Lane intersection due to the increased traffic expected to result from the installation of the signal on US 395. Caltrans is coordinating with the Tribe to facilitate this project.

Caltrans also has a sidewalk project on SR 168 that will go from the DMV north to Barlow Lane on the north side. The construction funding was programmed by the LTC using TE funds and Caltrans will request the construction allocation through the CTC.

Caltrans is considering the development of a safety project on SR 168. One option is to provide a continuous three lane facility to Barlow Lane, two lanes with a continuous center turn lane. Another alternative is a five lane with a continuous center turn lane. Public input from a workshop and a Project Development Team (PDT) will determine more alternatives, including a no build, before the best project is chosen.

Caltrans is in the midst of the State Smart Transportation Initiative that was started by the governor to look at where Caltrans organization could be improved. You can see the results of this study on the Caltrans website. The findings are basically that Caltrans needs to modernize. They need to look at all modes of travel instead of just vehicular. They also need to strengthen partnerships with County agencies.

Laura Smith asked about the signals on Park Avenue and Yaney that change automatically without car interaction. Ryan will have staff look into this problem. The signal should be actuated by a vehicle to change.

ITEM 12: City of Bishop Report

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

For the Pine to Park path project, construction funds were allocated by the CTC in January. They are just waiting for Federal approval to proceed.

The Warren Street Improvement project is in final design. They will request the construction allocation from the CTC in June.

Next path is the Seibu to School bike lane project. The City is in final design right now and will start right of way acquisition. The City is trying to make it more convenient for everyone to use.

The City is working on the Storm Water project that is funded by the LTC through the OWP. The City is still in the scoping stage of this project. Clint Quilter was very helpful in helping define the project.

Laura Smith has had quite a few people ask about the Pine to Park path that is now a dirt path. It is difficult for the Sterling Heights residents to take the short cut. The route is now inaccessible for the elderly or to wheelchair usage because of the uneven ground, etc.

ITEM 13: Executive Director's Report

A Notice of Completion has been filed on the Independence Road Improvement project. County road crews have been focusing on Panamint Valley Road and Saline Valley Road and they are now open. At the end of this month, the County should be done with the heavy equipment rentals. County staff is pleased with the progress that has been made on these roads.

County staff and Commissioner Thompson went down to the Southern State STIP hearing before the CTC and everything went very well. A CTC commissioner said some positive things about the MOU partnerships on US 395 and SR 14.

On September 26, 2013, Governor Brown signed legislation creating the Active Transportation Program. This legislation requires the CTC, in consultation with a workgroup, to develop program guidelines by March 26, 2014. The Draft Guidelines are included in the agenda packet for the information of the City and County. There have been some changes to the eligible project categories.

The LTC's role will be different than it was with the TE program. In the past, the LTC did its own call for projects and acted as an arbiter between City and County projects. With the ATP program, both agencies will submit applications directly to Caltrans and considered on a regionally competitive basis.

The annual meeting of the Social Services Transit Advisory Council will be held on February 26th at 11:00 in the Mt. Tom conference room at Caltrans. This is the kickoff for the annual unmet transit needs process.

ITEM 14: Reports from all members of the Inyo County LTC

Bob Kimball said that as of the first of January you can no longer come within 3 feet of a bicycle with your automobile. How will that impact Main Street without a bike lane when a bicycle pulls up next to you at the light? A good question for law enforcement.

Mark Tillemans said that he didn't have a chance to welcome Ryan Dermody to his new position with Caltrans. He offered his congratulations.

Jim Ellis the LTC staff does a great job in bringing information to the commission.

Doug Thompson stated that the process of some of the projects is lengthy. The staff does a great job in staying focused to keep projects moving. He also mentioned that Clint Quilter did a great job delivering information at the CTC meeting. It is very important to stay in the CTC loop for funding purposes.

CORRESPONDENCE

None

ADJOURNMENT

Doug Thompson adjourned the meeting at 10:04 AM

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

Attest:

Clint Quilter
Executive Director

By Denise Hayden, Secretary