



INYO COUNTY LOCAL TRANSPORTATION COMMISSION

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Clint Quilter, Executive Director

MINUTES

INYO COUNTY LOCAL TRANSPORTATION COMMISSION

**Bishop City Council Chambers
377 W. Line Street, Bishop, CA 93514**

March 15, 2017

9:04 a.m. Pat Gardner called the meeting to order.

ITEM NO. 1 Roll Call

Commissioners Present:

Bob Kimball
Doug Thompson
Pat Gardner
Jim Ellis
Rick Pucci
Dan Totheroh (arrived at 9:50)

Others present:

Ryan Dermody, Caltrans
Deston Dishion, City of Bishop
Beth Himelhoch, IMAH
John Helm, ESTA
Peter Bernasconi, Paiute Tribe
Denise Hayden, Secretary
Courtney Smith, Staff

ITEM NO. 2 Public Comment

None

ITEM NO. 3 Secretary of the Local Transportation Commission – Requests approval of the minutes of the meeting of February 15, 2017

Commission Secretary, Denise Hayden, noted that she accidentally showed Rick Pucci as being absent but he was in attendance at this meeting. She also noted that the meeting location was shown as having been in Independence and it was actually held in Bishop.

Motion to approve the minutes with the corrections as noted was made by Bob Kimball and seconded by Jim Ellis. Motion carried 5-0

ITEM NO. 4 Request Commission approve, by Minute Order, the scoring for the Inyo-Mono Agency for the Handicapped Federal Transit Administration Section 5310 application for a replacement bus and authorize the LTC Executive Director to sign related administrative documents.

Courtney Smith: Looking at IMAH's draft application, LTC staff is required to digitally enter into the State system a score for IMAH's Section 5310 grant application. As a non-traditional applicant the LTC is not required to score ESTA's application. Staff scored IMAH's application as an 83 out of 100. Staff consulted with Beth Himelhoch and she concurs with the score. Staff is requesting for the Commission to approve the submittal of the application with this score and authorize the Executive Director to sign the related documents.

Beth Himelhoch was available to answer the Commissioners questions. A brief discussion took place regarding the scoring noting that this application would never be over an 83 due to the age of the vehicle.

Motion to approve the Minute Order for the scoring of the Inyo-Mono Agency for the Handicapped Federal Transit Administration Section 5310 grant was made by Doug Thompson and seconded by Rick Pucci. Motion carried 5-0

ITEM NO. 5 Request Commission approve Resolution No. 2017-02 allocating \$11,999 of FY 2017 – Low Carbon Transit Operations Program (LCTOP) funds for the expansion of the Lone Pine Express fixed route service and authorized the Executive Director to sign related documents.

John Helm presented the Low Carbon Transit Operations Program (LCTOP). This is State funding to reduce greenhouse gases that is made available for transit agencies. ESTA started a new mid-day run from Lone Pine to Bishop with these funds and is applying to fund the continuation of this service in the coming year. There is a reduction of the total funds available this year but ESTA will continue to be able to operate this route this year.

Motion to approve Resolution 2017-02 was made by Rick Pucci and seconded by Doug Thompson. Motion carried 5-0

ITEM NO. 6 Approve by Minute Order: 1) Fiscal year 2013-2015 Triennial Performance Audit for the Inyo County Local Transportation Commission, 2) the recommended actions described in the staff report to address each finding, and 3) authorize the Executive Director to sign the Letter of Certification.

Staff hired PMC Consultants to complete two performance audits of the ICLTC, ESTA, and the Eastern Sierra Area Agency for Aging. Since the contract was signed, PMC Consultants became part of Michael Baker International consultants. The lead consultant has remained Derek Wong. The performance audit makes sure that you are doing all of the things that you are supposed to be doing. It gives a good picture of what has been done and can be very helpful to address a variety of issues.

This year there were a couple of audit findings. One finding, carried over from a prior audit, is to amend the ICLTC TDA approval resolution to include a couple of additional findings to better comply with the state statutes. This was suggested in the last performance audit three year ago but due to some oversight was not included in TDA allocation resolutions. This change will be made in the coming TDA allocation and the suggested wording is already in the draft allocation for this year.

The second finding has to do with Eastern Sierra Area Agency on Aging (ESAAA) for some of their community transit services. Their fiscal audits show the transit services and not their overall budget. They were not aware that the needed to show this. We are working with ESAAA to address this in coming years. This report is late in getting completed, though a time extension had been granted by the State to complete the audit.

Courtney then asked the Commission to approve the audit and the necessary steps to correct the findings and authorize a letter of certification which states the name of the person that performed the audit (Courtney passed out a draft copy of the letter to all).

Motion to approve the Minute Order was made by Bob Kimball and seconded by Jim Ellis.
Motion carried 5-0

DISCUSSION ITEMS

ITEM NO. 7 Introduce the Draft Overall Work Program (OWP) for Fiscal Year 2017-2018 and ask for feedback from the Commission.

The OWP serves as a scope of work with Caltrans to receive Rural Planning Assistance funding. The draft was released for review to the City of Bishop, Caltrans and tribal governments and was made available on the LTC website. It sets forth certain tasks that are eligible to receive this type of planning funds.

Some of the projects that will be happening in the upcoming fiscal years include: the development of the 2018 Regional Transportation Improvement Program; an update of the Pavement Management Program; and the initiation of an update to the Regional Transportation Plan which needs to be updated every four years. A list of eligible tasks is provided. The Commission is encouraged to review the draft OWP. Staff plans to bring back the Draft OWP for approval at the May ICLTC meeting.

ITEM NO. 8 Receive the second quarter invoice of Rural Planning Assistance (RPA) funds in Fiscal Year 2016-2017.

This is the invoice for the 2nd quarter and we are a bit behind in spending the \$230,000. The ICLTC has expended \$85,714.04 of RPA funds to date. In the 2nd quarter, ICLTC staff expended \$62,000 in Planning Programming and Monitoring (PPM) funds to wrap up the 2014-2015 PPM allocation. It appears at this point that 100% of the RPA funds will be expended this year and no amendment currently needs to be done to the FY 2016-2017 OWP. Courtney noted that this was an information report only and asked if there were any questions, no questions asked.

ITEM NO. 9 Receive the FY 2015-2016 fiscal audit of the Eastern Sierra Transit Authority

John Helm stated that this is a requirement of the TDA because they received Transportation Development Act funds through the LTC. A financial audit is required each year and this was completed in January 2017. It was presented last month to the ESTA Board and presented this month for the LTC Commissions review. The net position gained is \$108,000.00 for the year. The auditor showed that ESTA is in compliance with all of the requirements for the TDA and the Resolutions of the LTC.

INFORMATION ITEMS

ITEM NO. 10 ESTA Report

ESTA continues to catch its breath after the winter weather. ESTA staff is proceeding with the new service to Bishop Creek which will launch on Memorial Weekend. It will then go 7 days a week starting on Father's Day weekend.

Rick Pucci asked John how the word gets out to the people for the new route. John stated that ESTA is working with the Chamber and the motel owners and various websites. ESTA has also have information on their own website. Rick then asked if there was a parking lot in Bishop where the people could stage for this Bishop Creek bus. John explained the various spots available and that ESTA is working with local businesses. Rick also said that there could be a problem with overnight parking in town and then using the bus to get to Bishop Creek and a pack station and then to not come back down for a week or more. Rick pointed out that this could be a potential problem.

Rick Ellis joined in mentioning that it would be beneficial to have a long term parking space at the Airport for those that are going to be gone for a week or so. There is an informal arrangement with the Vons/K-Mart parking lot for those vehicles to be parked there on the outer parking spaces. ESTA will monitor if long term parking becomes an issue.

Doug Thompson mentioned that the word about the new bus service has hit the various website for the John Muir Trail and the backpacking industry. He stated that parking is an issue for the hikers. Some will park for as long as 6-8 weeks. The bus service is a great service but there does need to have designated parking in the towns to accommodate the

hikers. He stated that 4500 people hiked the John Muir and Pacific Crest trail last year. This used to be 200 or 300 people per year. The numbers are increasing and this is presenting a parking issue in the towns along the way. Doug went on to explain the needs of the hikers and the patterns that they use for the distance they will be hiking.

ITEM NO. 11 Tribal Report

Peter Bernasconi: The Bishop Paiute Tribe received a grant to purchase a new Head Start bus. The Bishop Tribe is also getting sustainable transportation grant funds they will use to hire a transportation planner for the Bishop Reservation. They will be submitting another grant application for the transit voucher program. The vouchers are for the elder tribe members and the kids on the reservation to access ESTA services. They are also applying for a grant to purchase a smaller bus to be able to transport the elders to various places within town.

ITEM NO. 12 Caltrans Report

Ryan Dermody: District 9 is re-examining freight issues. He will bring some background material on a new freight project to next month's meeting. Eastern Sierra truck traffic is not very high compared to other parts of California. The freight study will look at parking issue and other local impacts. There will be a consultant writing this study who will attend an LTC meeting.

Caltrans has had a very busy January and February resulting from winter weather plus they were down 20 road crew workers. It was a struggle. They are now caught up and looking to clean culverts preparing for spring runoff. There are over 9,000 culverts located in District 9. More storms are on their way.

CTC meeting to come to our area in September 13 & 14th. Mono County LTC will be the host of a town hall meeting. There will be field trips in Mammoth to showcase our area. Ryan has not seen them in our area in the 16 years that he has been in District 9. Rick Pucci asked if they would be coming to Bishop. Ryan did not think that they would. Ryan did ask where our commission would like them to go. The LTC commissioners each chimed in stating various sites to see in Bishop and surrounding areas. Ryan will present this point to CTC staff to see if the field trip could drop down into the Bishop area. Doug mentioned the importance of the US 395 corridor and the MOU partnerships that the ICLTC has participated in.

Walkable Communities grant: District 9 staff is applying for another grant to see where we need bike lanes and sidewalks within the communities that have a state highway as a Main Street. The Mono LTC provided a letter of support to District 9 and it would be nice if the Inyo LTC could also write a letter of support for these grants. The Commission agrees that this would be a good idea and directs staff to write a letter of support for this grant application.

District 9 is applying for a state planning and research grant for freight movement and trends in the Eastern Sierra. This will take about 8 months to get through.

Freeman Gulch Segment 1: funds for the construction component have been awarded and this project is going to construction in spring.

There was additional discussion about truck-related issues in the Eastern Sierra.

Caltrans will have a lot of things to bring to the next meeting.

ITEM NO. 13 City of Bishop Report

Deston: Seebu to school. The City has reached an agreement with LADWP to construct this project. City staff also met with the school and the school is very supportive of the project. The project may go to construction late this summer. The Lessee, Lee Tatum is also very excited for this to begin. A few of the residence that we not sure about this are now supportive.

Hanby/Spruce/Yaney sidewalk project is waiting for the environmental report to come in and they should arrive this week.

Destin also wanted to thank LADWP for their help with the Seibu to School bike path project.

ITEM NO. 14 Executive Director's Report

Courtney announced that Clint was not able to attend, he is attending a meeting regarding potential run off issues.

Dan Totheroh arrived at 9:50

ITEM NO. 15 Reports from all members of the Inyo County LTC

Rick Pucci noted that it is nice to see the major entities (City of Bishop, Tribe, County, etc.) all working together on large projects. He is hoping to see more of this in the future.

Pat Gardner commented that with the letters of support that were written for the Seibu to School project were a huge help in getting this project through. If we can do this in the future for each other it will make a difference.

Doug Thompson mentioned that things have changed with the way that grants are processed. In his past experience every grant that was applied for in this area was approved because no one had ever applied for them before. Once they started working with the other entities this was a great help. It works much better if we can all work together.

Bob Kimball mentioned that with the visitor's center in Lone Pine there were 12 agencies involved in getting that project through.

Rick Pucci stated that the current staff at Caltrans is made up of local people with a lot of experience and they are very good at applying for the various grants. They are helpful and we should lean on their expertise to aid in getting these grant applications through. They are always willing to help too.

Dan Totheroh apologized for being late to the meeting. He thought that the meeting started at 10:00 and not 9:00. It was noted that he was on time for the 10:00 meeting!

ADJOURNMENT

Pat Gardner adjourned the meeting at 9:58 a.m. The next LTC meeting is scheduled to be held on April 19, 2017 with the exact location to be determined and announced at a later date. Pat Gardner stated that she will not be able to attend the April meeting but she did talk to Laura Smith who will take her place.

Attest:

Clint Quilter
Executive Director

By: Denise Hayden, Secretary