



**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**

December 17, 2014

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

ITEM NO. 1 Roll Call

Commissioners Present:

Bob Kimball
Doug Thompson
Matt Kingsley
Laura Smith
Mark Tillemans

Others Present:

Ryan Dermody, Caltrans
Michael Beauchamp, Caltrans
Cedrick Zemitis, Caltrans
Brandon Fitt, Caltrans
John Helm, Eastern Sierra Transit Authority (ESTA)
Jill Batchelder, Eastern Sierra Transit Authority (ESTA)
Dave Grah, City of Bishop
Beth Himelhoch, IMAH
Courtney Smith, Inyo County
Denise Hayden, Inyo County
Clint Quilter, 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 November 19, 2014.

Motion to approve the minutes of November 19, 2014: moved by Commissioner Laura Smith and seconded by Commissioner Matt Kingsley, carried 4-0-1 with Mark Tillemans abstaining.

ITEM NO. 4: Request Commission approve Resolution No. 2014-19 making certain findings regarding the submittal of a Traditional FTA Section 5310 grant application by Inyo-Mono Association for the Handicapped for a Medium Bus and authorizing the Executive Director to sign the Coordinated Plan Certification.

Courtney Smith explained that this Resolution finds that the medium bus project is identified as part of the Human Service Coordinated plan and authorizes the Executive Director to sign. The application scores a 98. Beth Himelhoch, Executive Director for IMAH was on hand to answer any questions that the Commissioners might have. Beth went on to explain that this vehicle would be used for their work opportunities program. IMAH has been very successful in placing their adults with disabilities at work sites. They have been working with Bernadette Johnson with Manzanar to place two of their adults there. That opportunity would require that these individuals work hours that differ from the Dial-A-Ride bus schedule so this new bus will allow the opportunity for transportation for these individuals to be able to get to work. The bus will also be available for any other agencies that may need it. Bob Kimball and Laura Smith complimented Beth on her nice work on the grant application. Beth thanked Jill Batchelder from ESTA for her assistance and support on this project as well.

Motion to adopt and approve Resolution No. 2014-19, moved by Bob Kimball and seconded by Matt Kingsley, carried 5-0.

ITEM NO. 5: Request Commission approve Resolution No. 2014-20 making certain findings regarding the submittal of a Traditional FTA Section 5310 grant application by the Eastern Sierra Transit Authority for the replacement of equipment to assist in the operation of the Bishop Dian-A-Ride and authorizing the Executive Director to sign the Coordinated Plan Certification.

Jill Batchelder noted that this Resolution is for two computers and six tablets to work with the new routing software that is used in dispatches the Bishop Dial-A-Ride. This is a low dollar amount that is being requested \$6,416.18. The tablets go in the vehicles and the computers are for the office. The computers will be operated in the office and the information will be transmitted to the tablets on the buses to help to route the

drivers. The application for the two computers scored a 79 and an 81 while the tablets scored 77 out of 100.

Motion made to approve Resolution No. 2014-20, made by Commissioner Laura Smith and seconded Commissioner Bob Kimball. Motion carried 5-0.

ITEM NO. 6: Request Commission approve Resolution No. 2014-21 making certain findings regarding the submittal of an Expanded FTA Section 5310 grant application by the Eastern Sierra Transit Authority for Non-Emergency Medical Transportation and authorizing the Executive Director to sign the Coordinated Plan Certification.

This is a grant application for \$50,000.00 to continue the non-emergency medical transportation that ESTA has been providing in Inyo and Mono Counties. It provides a mileage reimbursement to volunteer drivers that are taking our local residents out of the area for medical appointments. Administrating this program the past couple of months has been very rewarding with the many thank you's that ESTA has received from the residents that have used this service. Many users are going to oncology appointments that require numerous trips that can be quite costly.

Motion to approve Resolution 2014-21 was made by Matt Kingsley and seconded by Bob Kimball. Motion carried 5-0.

ITEM NO. 7: Request Commission 1) accept the Triennial Performance Audit of the Eastern Sierra Transit Authority for the three-year period from FY 2011 to FY 2013, 2) authorize the Executive Director to sign a letter of transmittal to the State, and 3) receive a report from ESTA on the findings brought forth in the performance audit.

You are being asked to accept the performance audit and to authorize the Executive Director to sign the attached required transmittal letter to the State. This project was co-funded by Mono County Local Transportation Commission (LTC). Now that the project has been completed, staff will invoice Mono County LTC for their half of the project.

John Helm indicated that Derek Wong from PMC was the lead for this audit as well as ESTA's prior performance audit. ESTA meets the statutory requirements set by the Transportation Development Act as well as the requirements that were set out by the authority itself as a JPA. The report indicated that ESTA has aggressively worked to identify available State and Federal funding sources to assist in providing services.

The audit made several recommendations. The first had to do with information that was submitted in error to the State Controller, some of the operating data was not correct. The recommended corrective action is for ESTA staff review the information before it is submitted to the State Controller's Office. ESTA agrees and did just that this past fall prior to submitting their financial report for FY 2013-2014.

The second recommendation had to do with the required CHP vehicle inspections. Although all of the CHP terminal inspections resulted in satisfactory inspection ratings, there were a few vehicles that had exceeded their preventive maintenance intervals by a few days or miles. There were a couple buses that had slipped through the system. ESTA staff has now revised their vehicle maintenance scheduling procedures to avoid this type of error in the future.

A third recommendation is that ESTA update their short range transit plan. Transit plans are typically for a five year period. ESTA's last transit plan was completed in 2009 and will expire in 2014. ESTA staff is aware of this and has applied for a Caltrans grant to complete a new short range transit plan. They will be going out to bid in 2015 to obtain a contractor to complete this required update.

There was a recommendation to implement Transit Ambassadors for the Bishop Dial-A-Ride. This particular person would ride the buses and advise riders on how the system works. ESTA appreciates the recommendation but feels that the time that it would take to train one certain individual to fill this position could be better spent by going to the Bishop Senior Center, Sterling Heights and the Bishop Care Center and meeting with the clientele that actually use the system and to introduce their services to those that don't currently use them. ESTA is implementing a "new rider packet" that will explain how to use their services and notes when the busy times are so that the user can call during less busy times to shorten their wait time. All of this information will be available and will hopefully help everyone that uses the ESTA system.

Motion to approve the Triennial Performance Audit made by Bob Kimball and seconded by Laura Smith. Carried 5-0.

ITEM NO. 8: Request Commission approve Resolution No. 2014-22 committing to program the South Lake Road Reconstruction Project in an amount not to exceed \$1 million as a part of the Inyo County Local Transportation Commission 2016 Regional Transportation Improvement Program in the event that the County is successful in obtaining a Federal Lands Access Program (FLAP) grant for this project.

Inyo County has had recent success with the FLAP program with Whitney Portal Road and also on a portion of Upper Rock Creek Road on a project mainly in Mono County. This is a good source of funding to reconstruct some roads that lead to recreation locations that support the local economy. The Inyo County Board of Supervisors approved the submittal of the grant application yesterday. South Lake Road was chosen because of the eligible roads in Inyo County, this has the highest average daily traffic. The County has coordinated with the Forest Service early in process to make this a better project. Tammy Scolden, Forest Engineer, has been very helpful and responsive in working with the County on this project.

The proposed project will: 1) reconstruct 6.9 miles of road way, 2) construct left turn lanes accessing four major recreational use sites, 3 construct parking pull outs for

fishermen and photo opportunities at several locations on the way, 4) pave the Tye Lakes trailhead parking.

The County is trying to keep the cost of the project in this grant application under \$10 million. Projects in areas with Rural Transportation Planning Agencies such as Inyo County are not required to come up with a match for this grant but it gains additional points. The County is trying to make this project as attractive as possible.

The Inyo LTC currently has a negative share balance of State Transportation Improvement Program (STIP) funds because of the needs on the State highway system, especially the construction component of the Olancho-Cartago four-lane project. Inyo LTC, in an average STIP cycle receives about \$10 million dollars. The State, City, and County have needs for funding for multiple projects. It is anticipated that the Kern Council of Governments will ask for additional funding to complete parts 2 and 3 of the Freman Gulch four-lane project, a MOU project. Also, the Mono County LTC may or may not be asking for funds to program the environmental component of a Bridgeport passing lane project. This funding commitment has the opportunity to leverage significant Federal funds. If the County is successful in getting the grant, it is likely that the California Transportation Commission would look favorably at this project since it leverages additional funds to the State, despite the negative share balance currently held by the LTC.

Motion to approve Resolution No. 2014-22 made by Bob Kimball and seconded by Laura Smith. Carried 5-0.

DISCUSSION ITEMS

None

INFORMATIONAL ITEMS

ITEM NO. 9: ESTA Report

John Helm participated in the outreach meeting that was held a few weeks ago by the Inyo LTC, for the update of the Regional Transportation Plan and creation of an Alternative Transportation Planning. ESTA provided input to add additional sidewalks in the City of Bishop for better access to the buses. Typically those passengers that are in mobility devices have difficulty accessing the bus because of the dirt that they have to cross to gain the necessary access.

The ESTA Board of Directors meeting will be held in the Bishop Council Chambers next Friday at 11:30, they plan to recognize some of their outgoing directors, specifically Supervisor Arcularius and Supervisor Hunt. Both have been involved with ESTA since before ESTA was formed.

ESTA is nearing the completion of the planning and engineering portion of the improvement of the parking area at the Bishop Airport. The consultant is just wrapping

up the final design documents. They are anticipating construction in 2015 and very much looking forward to the enhancements that this will bring.

ESTA has been fortunate to be a beneficiary of STIP vehicle replacement funds. They were able to obtain a number of new buses for their services that will greatly enhance all of their services. In do so they have surplus vehicles that they are able to sell through public auctions. One of their buses was sold to Robert Ennis who owns Eastern Sierra Shuttle. ESTA is excited about this because it will provide charter opportunities in our area to mountain trailheads and recreational areas. ESTA's hands are tied when it comes to chartering their buses. They receive requests daily for this type of service so they are happy to pass on the phone number for Eastern Sierra Shuttle.

ITEM NO. 10: Tribal Report

None

ITEM NO. 11: Caltrans Report

Ryan Dermody, at the last LTC meeting it was discussed that Caltrans would bring in a map to discuss what was happening on the south end of US 395 in the Victor Valley. Caltrans planning representative, Brandon Fitt will present this map.

In the Victor Valley at the south end of US 395, there are a bunch of safety projects that will fill in some of the two lane gaps with a four lane facility. There are also two major four lane projects on SR 58, one that will bypass and realign the Kramer Junction intersection. This should resolve the traffic delays on big weekends at Kramer Junction. On US 395 south of Kramer Junction a shoulder improvement projects has recently been completed. Caltrans is seeing an increase in good movement on US 395 and SR 58.

Cedrik Zemitis gave an update on the Olancha/Cartago four-lane project. It has been several years since the CEQA/NEPA environmental document for this project was released for public review. Caltrans has not yet finalized this environmental document. Caltrans is now going to recirculate this document as an Environmental Impact Report (EIR) as opposed to the Mitigated Negative Declaration that was released previously. The EIR will include the previous information and provide new information on some topics, including the recommended alternative. The public will have an opportunity to comment on the EIR and the recommended preferred alternative. Caltrans has released a Notice of Preparation which serves as a heads up that this document is on its way. If you have not received the Notice of Preparation yet, you will receive it in a couple of days. The dates have not been set right now though Caltrans is looking to circulate the draft EIR at the beginning of February through mid-March, a 45 day period. Caltrans hopes to hold the public meeting around mid-March. Caltrans is tentatively planning to complete the environmental document this fiscal year and then move to design phase after that. The good news is that the construction funding has been programmed for the 2018/2019 year. Caltrans engineers are ready to hit the ground running once the EIR has been approved. There is a possibility Caltrans will be able to ask for construction

funds from the CTC prior to 2018/2019. By the next LTC Caltrans will have the dates set for the public hearings on the EIR.

ITEM NO. 12: City of Bishop Report

David Grah started by stating that the City appreciates working with the LTC on the Active Transportation Program plan. The City has had no success in getting funding for the bikeways because it hasn't been able to identify funds for the environmental portion of future proposed projects. The City has had some success with the completion of the Pine to Park path project though it was funded through the TE program in the STIP and by the LTC and not through the Bicycle Transportation Account (BTA). The City continues to work on delivering the Siebu to School path. Right now the City of Bishop is in the right-of-way acquisition phase trying to obtain right of way from the City of Los Angeles, though Los Angeles has so far not been receptive to this project. Bishop staff continues to work through this process. The Sierra Street bike path is in pretty bad shape. It goes from the west end of Sierra Street out to North Sierra Highway. The City has proposed this project twice for Bike (BTA) funding and has not been successful with that.

Pine to Park path has been complete for some time. LTC was kind enough to allocate \$80,000 in TEA Exchange funds to this project. The City has finally received their reimbursement from Caltrans and it looks like they only need \$16,347.62. The City submitted a bill to the LTC for these funds. They would like to thank the support of LTC on this project. It would not have happened without their support.

The Warren Street project is a very large project that is just around the corner. Right now they are working on water and sewer work in anticipation of construction. Construction should start mid-January and should be wrapped up by mid-May.

ITEM NO. 13: Executive Director's Report

The kick off meeting for the Active Transportation Program plan and also the Regional Transportation Plan update was well attended in Bishop, though the turnout in Lone Pine was small. Staff will keep the Commission updated on the progress of these plans. The County is holding a public hearing on the proposed combined use routes, part of the Adventure Trails on Tuesday, December 30th at 3:00 p.m. in the American Legion Hall building in Independence.

ITEM NO. 14: Reports from all members of the Inyo County LTC

Bob Kimball: Happy New Year and Merry Christmas. Thank you everyone for all of your hard work this year.

Mark Tillemans: Happy Holidays

Doug Thompson: Be safe, have a Happy Holiday and see you next year.

Laura Smith: Thanks to the community and people traveling through our town. The Warren Street project is a big project going on in our town we appreciate everyone's patience. It is affecting all of the side streets as well, so thank you all. Merry Christmas.

Matt Kingsley: The level of public engagement with the Adventure Trails has been impressive on both sides; it's been a great challenge.

CORRESPONDENCE

None

ADJOURNMENT

Doug Thompson adjourned the meeting at 10:05 a.m.

The next LTC meeting is going to be held on January 21, 2015 in Independence at the County Board of Supervisors chambers at 224 N. Edwards Street Independence.

Attest:

Clint Quilter
Executive Director

By Denise Hayden, Secretary