

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800 phone, 924.1801 fax  
[commdev@mono.ca.gov](mailto:commdev@mono.ca.gov)

PO Box 8  
Bridgeport, CA 93517  
760.932.5420 phone, 932.5431 fax  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

## MEETING AGENDA

February 10, 2025 – 9:00 A.M.

Dana Room-Mono County Civic Center  
1290 Tavern Rd Mammoth Lakes, CA

This meeting will be held in person at the location listed above. Additionally, a teleconference location will be available where the public and members of the Commission may participate by electronic means. Members of the public may participate in person and via the Zoom Webinar, including listening to the meeting and providing comment, by following the instructions below.

### TELECONFERENCE INFORMATION

**1. Bridgeport Teleconference Location-** Mono County CAO Conferences Room, First floor Annex 1, 74 N. School Street, Bridgeport, CA 93517.

#### 2. Joining via Zoom

You may participate in the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

#### To join the meeting by computer

Visit: <https://monocounty.zoom.us/j/85036171472>

Or visit <https://www.zoom.us/> and click on “Join A Meeting.” Use Zoom Meeting ID: 850 3617 1472 To provide public comment (at appropriate times) during the meeting, press the “Raise Hand” hand button on your screen and wait to be acknowledged by the Chair or staff. Please keep all comments to 3 minutes.

#### To join the meeting by telephone

Dial (669) 900-6833, then enter Webinar ID: 850 3617 1472

To provide public comment (at appropriate times) during the meeting, press \*9 to raise your hand and wait to be acknowledged by the Chair or staff. Please keep all comments to 3 minutes.

*\*Agenda sequence (see note following agenda).*

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT:** Opportunity to address the LTC on items not on the agenda. Please refer to the Teleconference information section to determine how to make public comment for this meeting.
3. **CONSENT AGENDA ITEMS**
  - a) Approval of minutes from December 9, 2024 (pg. 1)
  - b) Receive and accept LTC Financial Statement with Independent Auditor’s Report ending June 30, 2024. (Deanna Tuetken) (pg. 4)

### COMMISSIONERS

Jennifer Kreitz Paul McFarland Rhonda Duggan Chris Bubser Bill Sauser Brent Truax

4. **ADMINISTRATION**
  - a) Appoint a new Chair and Vice Chair for 2025
  - b) Review of FY 2025-2026 Overall Work Program Draft (*Olya Egorov*) (pg. 45)
5. **LOCAL TRANSPORTATION** – none
6. **CALTRANS**
  - a) Update on Caltrans activities in Mono County (*CT staff*)
7. **TRANSIT**
  - a) Workshop on Unmet Transit Needs Process (*Aaron Washco*) (pg. 102)
  - b) Social Services Transportation Advisory Council (SSTAC) Appointments (*Aaron Washco*) (pg. 112)
  - c) ESTA Update (*Phil Moores*)
  - d) YARTS Update (*Christine Chavez*)
8. **CORRESPONDENCE** – none
9. **REPORTS**
  - a) Co-Executive Directors (pg. 117)
  - b) Commissioners
10. **INFORMATIONAL** – none
11. **UPCOMING AGENDA ITEMS**
  - a) Recreation update
12. **ADJOURN TO March 10, 2025, at 9:00 a.m.**

**\*NOTE:** Although the LTC generally strives to follow the agenda sequence, it reserves the right to take any agenda item – other than a noticed public hearing – in any order, and at any time after its meeting starts. The Local Transportation Commission encourages public attendance and participation.

*In compliance with the Americans with Disabilities Act, anyone who needs special assistance to attend this meeting can contact the commission secretary at 760-924-1804 within 48 hours prior to the meeting in order to ensure accessibility (see 42 USCS 12132, 28CFR 35.130).*

**COMMISSIONERS**

Jennifer Kreitz Paul McFarland Rhonda Duggan Chris Bubser Bill Sauser Brent Truax

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800 phone, 924.1801 fax  
[commdev@mono.ca.gov](mailto:commdev@mono.ca.gov)

PO Box 8  
Bridgeport, CA 93517  
760.932.5420 phone, 932.5431 fax  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

## DRAFT MINUTES

December 9, 2024 – 9:00 A.M.  
Mono County Civic Center  
Mammoth Lakes, CA  
Dana Room

Zoom link- <https://monocounty.zoom.us/j/82405632531>

---

**COUNTY COMMISSIONERS:** Rhonda Duggan, Jennifer Kreitz, John Peters

**TOWN COMMISSIONERS:** Brent Truax, Chris Bubser, Bill Sauser

**LTC STAFF:** Heidi Willson, Deanna Tuetken, Aaron Washco, Wendy Sugimura, Gerry LeFrancois, Haislip Hayes, Marcella Rose, Olya Egorov, Rob Patterson

**CALTRANS:** Neil Peacock, Catherine Carr

**ESTA:** Phil Moores

**YARTS:** Serenity Anderson

**Public:** None

---

**1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Meeting called to order at 9:01am and the Commissioner Truax led the Pledge of Allegiance.

**2. PUBLIC COMMENT:** Opportunity to address the LTC on items not on the agenda. Please refer to the Teleconference information section to determine how to make public comment for this meeting.

- No public comment

**3. CONSENT AGENDA ITEMS**

a. Approve minutes from October 28, 2024

b. Adopt resolution allocating \$675,792 of Local Transportation Fund reserves to the Eastern Sierra Transit Authority to replace aging rolling stock

**Motion:** Approve the consent agenda as presented.

Sauser motion; Bubser second.

*Roll-call vote – Ayes: Sauser, Trueax, Bubser, Duggan, Peters, Kreitz.*

Motion Passes 6-0.

**4. ADMINISTRATION**

a. Consider adopting resolution approving Formal Amendment #1 to the FY 24-25 Overall Work Program (OWP) allocating an additional \$46,169 (*Wendy Sugimura*)

**Motion:** Adopt R24-07 approving Formal Amendment #1 to the FY 24-25 OWP.

Duggan motion; Sauser second.

### COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan Chris Bubser Bill Sauser Brent Truax

Roll-call vote – Ayes: Sauser, Trueax, Bubser, Duggan, Peters, Kreitz.  
Motion Passes 6-0.

## 5. LOCAL TRANSPORTATION

- a. Consider adopting resolution approving the 2024 Regional Transportation Plan update and certifying the CEQA Addendum (*Olya Egorov*)
  - Egorov gave an overview of the RTP update and CEQA addendum and answered questions from the Commission. The Commission requested the below modification to be added to the RTP.
    - RTP Modification:  
Citizen advisory committees may include members of the public, business owners and members of the private sector, members of local Tribes, staff, and often times, local officials.

**Motion:** Approve Resolution 24-08 for the 2024 RTP with the modifications added during the public meeting.

Duggan motion; Sauser second.

Roll-call vote – Ayes: Sauser, Trueax, Bubser, Duggan, Peters, Kreitz.

Motion Passes 6-0.

- b. Quarterly Reports: Mono County and Town of Mammoth Lakes (*staff*)
  - Senior gave a brief quarterly report and answered questions from the Commission.
  - Hayes gave an overview of projects that are planned in the Town of Mammoth lakes and answered questions from the Commission.

## 6. CALTRANS

- a. Quarterly Report:
  - <https://caltrans.maps.arcgis.com/apps/dashboards/67670a6e24ee42628f5a852c61b57abf>
  - Carr gave a Caltrans quarterly report and answered questions from the Commission.

## 7. TRANSIT

- a. ESTA Update (*Phil Moores*)
  - Moore gave a report and answered questions from the Commission.
- b. YARTS Update (*YARTS staff*)
  - Anderson gave a report and answered questions from the Commission.

## 8. REPORTS

- a. Co-Executive Directors
  - Sugimura gave a brief overview of the provided directors report and answered questions from the Commission.
- b. Commissioners
  - Kreitz announced that Senator Gil will be in the Eastern Sierra's to dedicate the Dave McCoy highway.

## 9. CORRESPONDENCE/INFORMATIONAL

## 10. UPCOMING AGENDA ITEMS

- Regional Transportation Improvement Program (RTIP) amendment, January 2025 – *staff: Olya Egorov*
- Recreation Update, February 2025 – *staff: Marcella Rose*

## COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan Chris Bubser Bill Sauser Brent Truax

11. ADJOURN at 10:16 am to January 13, 2025

COMMISSIONERS

Jennifer Kreitz John Peters Rhonda Duggan Chris Bubser Bill Sauser Brent Truax

# Mono County Local Transportation Commission

---

PO Box 347  
Mammoth Lakes, CA 93546  
760- 924-1800 phone, 924-1801 fax  
monocounty.ca.gov

PO Box 8  
Bridgeport, CA 93517  
760- 932-5420 phone, 932-5431 fax

## Staff Report

January 13, 2025

**TO:** Mono County Local Transportation Commission

**FROM:** Deanna Tuetken, Fiscal & Administrative Services Officer

**SUBJECT:** 2023-24 Mono County Local Transportation Commission Annual Financial Report

### RECOMMENDATION

Receive and accept the Mono County LTC Annual Financial Report with Independent Auditor's Report dated June 30, 2024.

### DISCUSSION

Receive the Mono County LTC Annual Financial Report with Independent Auditor's Report dated June 30, 2024.

### FISCAL IMPLICATIONS

N/A

### ATTACHMENTS

Annual Financial Report with Independent Auditor's Report ending June 30, 2024



Craig R. Fechter, CPA, MST  
(1976 - 2022)

December 4, 2024

Board of Commissioners  
Mono County Local Transportation Commission  
P.O Box 347  
Mammoth Lakes, CA 93546

We have audited the financial statements of the Mono County Local Transportation Commission (the Commission) for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 24, 2024. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant accounting estimates made during the period under audit.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of audit procedures were corrected by management:

- To reverse prior year adjusting journal entries to record additional revenue.
- To record additional receivables for amounts noted in subsequent general ledgers.
- To record additional payables for amounts noted in subsequent general ledgers.

Board of Commissioners  
Mono County Local Transportation Commission

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated December 4, 2024.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Required Supplementary Information related to pensions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of Board of Directors and management of the Mono County Local Transportation Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



Fechter & Company  
Certified Public Accountants  
Sacramento, California



**MONO COUNTY  
LOCAL TRANSPORTATION  
COMMISSION**

**Annual Financial Report  
With Independent Auditor's Report Thereon**

**June 30, 2024**

**MONO COUNTY  
LOCAL TRANSPORTATION COMMISSION  
Annual Financial Report**

Table of Contents

	<u>Page</u>
<b>Financial Section</b>	
Independent Auditor’s Report.....	1-3
Management’s Discussion and Analysis.....	4-8
<b>Basic Financial Statements:</b>	
Government-Wide Financial Statements:	
Statement of Net Position.....	9
Statement of Activities .....	10
Fund Financial Statements:	
Balance Sheet – Governmental Fund .....	11
Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Fund	12
Statement of Fiduciary Net Position.....	13
Statement of Changes in Fiduciary Net Position.....	14
Notes to Financial Statements.....	15-20
<b>Required Supplementary Information:</b>	
Budgetary Comparison Schedule – Planning Fund.....	21
Notes to Required Supplementary Information.....	22
<b>Supplementary Information:</b>	
Private Purpose Trust Funds:	
Combining Statement of Fiduciary Net Position.....	23
Combining Statement of Changes in Fiduciary Net Position.....	24
Local Transportation Fund:	
Statement of Fiduciary Net Position – by Area of Apportionment.....	25
Statement of Changes in Fiduciary Net Position – by Area of Apportionment .....	26
Schedule of Allocations and Expenditures – Local Transportation Fund .....	27
Schedule of Allocations and Expenditures – State Transit Assistance Fund.....	28
Statement of Revenues, Expenditures, and Changes in Fund Balance – Overall Work Program – Budget and Actual by Funding Source .....	29
<b>Other Report</b>	
Report on Compliance Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with the Statutes, Rules, and Regulations of the California Transportation Development Act and the Allocation Instructions and Resolutions of the Transportation Commission .....	30-31



Craig R. Fechter, CPA, MST  
(1976 - 2022)

## INDEPENDENT AUDITOR'S REPORT

Mono County Local Transportation Commission  
Mammoth Lakes, California

### Report on the Audit of the Financial Statements

#### Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Mono County Local Transportation Commission (Commission) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Commission, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Commission, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Mono County Local Transportation Commission  
Mammoth Lakes, California

### **Auditor’s Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis and budgetary comparison information on pages 4–8 and 21-22 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have

Mono County Local Transportation Commission  
Mammoth Lakes, California

applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

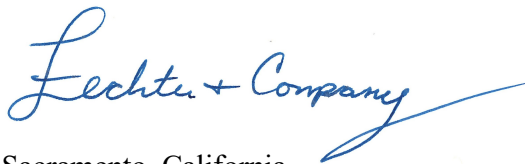
### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The individual fund financial statements and schedules listed in the table of contents as supplementary information are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Report**

In accordance with *Government Auditing Standards*, and the Statutes, Rules, And Regulations of the California Transportation Development Act and the allocation instructions and resolutions of the Local Transportation Commission, we have also issued our report dated December 4, 2024, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance over the financial reporting. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance with certain provisions of laws, regulations, contracts and grants, and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit, in accordance with *Government Auditing Standards*, and the Statutes, Rules, and Regulations of the California Transportation Development Act and the allocation instructions and resolutions of the Local Transportation Commission, in considering the Commission's internal control over financial reporting and compliance.

Fechter & Company  
Certified Public Accountants



Sacramento, California  
December 4, 2024

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2024

As management of the Mono County Local Transportation Commission (Commission), we offer readers of our financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2024. We encourage readers to consider the information that we have furnished in the Commission's financial statements, which immediately follows this section.

This narrative overview and analysis uses the following acronyms:

RPA: Regional Planning Assistance  
PPM: Planning, Programming & Monitoring  
RSTP: Regional Surface Transportation Program  
RTIP: Regional Transportation Improvement Program  
ESTA: Eastern Sierra Transit Agency  
OWP: Overall Work Program

### **Financial Highlights**

- The assets of the Commission exceeded its liabilities at the close of the year by \$353,721 (*net position*). All of this balance is unrestricted and is available to meet ongoing obligations to citizens and creditors.
- As of June 30, 2024, the Commission reported an ending fund balance of \$353,721 for its governmental fund. This is a decrease of \$259,009 in comparison with the prior year. The ending balance is derived from grants and other restricted sources and spending limited to transportation planning activities.
- The Commission's activities are guided by the OWP used to apply for RPA and other available financial resources, all directed toward the continuous update and improvement of Regional Transportation Plans in the County. In fiscal year 2023-24, the Commission incurred program expenditures of \$641,611, an increase of \$394,356, or 159.5%, from last year's program expenditures. Program activities were funded solely with grant revenues recognized this fiscal year.

### **Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The Commission's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required and other supplementary information in addition to the basic financial statements themselves.

The *government-wide financial statements* are designed to provide readers with a broad overview of the Commission's finances, in a manner similar to a private sector business. These statements provide both long-term and short-term information about the Commission's overall financial status.

The *statement of net position* presents information on the Commission's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator whether the financial position of the Commission is improving or deteriorating.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2024

The *statement of activities* presents information showing how the Commission's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in the statement for some items that will only result in cash flows in future fiscal periods.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commission, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Commission can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds are used to account for essentially the same function(s) reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on (1) how cash and other financial assets can readily be converted to available resources, and (2) the balances left at year-end that are available for spending. Such information may be useful in determining what financial resources are available in the near future to finance the Commission's program activities.

Governmental fund financial statements report essentially the same functions as those reported in the government-wide financial statements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Commission maintains one individual governmental fund, the Planning Fund.

Fiduciary funds are used to account for resources held for the benefit of parties outside the Commission. Fiduciary funds are not reflected in the government-wide statements because the resources of those funds are not available indiscriminately to support the Commission's own programs. The Commission's fiduciary funds consist solely of private purpose trust funds which are used to account for the Local Transportation Fund, the State Transit Assistance Fund, and the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA).

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information that includes a budgetary comparison schedule. The Commission adopts an annual appropriated budget for its planning fund. A budgetary comparison schedule has been provided to demonstrate compliance with the budget. Immediately following the required supplementary information is certain supplementary information included to satisfy certain compliance requirements.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2024

***Government-wide Financial Analysis***

The following table compares the Statement of Net Position at June 30, 2024 and 2023:

	Governmental Activities		
	2024	2023	Change
<b>Assets</b>			
Cash and investments	\$ 221,136	\$ 516,139	\$ (295,003)
Due from other governments	279,478	99,550	179,928
Total assets	<u>500,614</u>	<u>615,689</u>	<u>(115,075)</u>
<b>Liabilities</b>			
Accounts payable	146,893	2,959	143,934
Total liabilities	<u>146,893</u>	<u>2,959</u>	<u>143,934</u>
<b>Net position</b>			
Unrestricted	<u>\$ 353,721</u>	<u>\$ 612,730</u>	<u>\$ (259,009)</u>

As noted earlier, net position may serve over time as a useful indicator of whether the Commission's financial position is improving or deteriorating. Other factors, such as market conditions, should be considered in measuring the Commission's overall financial position.

At June 30, 2024, assets exceeded liabilities by \$353,721, a decrease of \$259,009 or 42.3%. The Commission's net position is the accumulation of unspent grants where project expenditures over time have been less than the available funding sources. The increase in fund balance results primarily from RPA and other transportation grant funding received during the fiscal year but not spent. These funds will carry-over for spending to the next fiscal year. The comparative financial statement above was restated to account for this adjustment.



**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2024

The following table shows the changes in net position for governmental activities:

	Governmental Activities		
	2024	2023	Change
Program revenues			
Regional Planning Assistance	\$ 241,331	\$ 141,705	\$ 99,626
Planning, Programming & Monitoring	-	75,000	(75,000)
Regional Surface Transportation Program	130,645	6,087	124,558
LTC Transportation Grants	-	62,175	(62,175)
Total program revenues	<u>371,976</u>	<u>284,967</u>	<u>87,009</u>
General revenues - interest	10,626	11,303	(677)
Total revenues	<u>382,602</u>	<u>296,270</u>	<u>86,332</u>
Program expenses - transportation planning	<u>641,611</u>	<u>247,255</u>	<u>394,356</u>
Change in net position	(259,009)	49,015	(308,024)
Net position, beginning of the year	<u>612,730</u>	<u>563,715</u>	<u>49,015</u>
Net position, end of the year	<u><u>\$ 353,721</u></u>	<u><u>\$ 612,730</u></u>	<u><u>\$(259,009)</u></u>

The Commission's total program and general revenues were \$382,602, while the total cost of all programs was \$641,611. In 2023-2024, grants funded RPA and RSTP only.

### Governmental Funds

As noted earlier, the Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the Commission's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Commission's financing requirements.

For the year-ended June 30, 2024, the Commission reported an ending fund balance of \$353,721, a decrease of \$259,009 from the prior year. This decrease is a result of expenditures exceeding revenues during the year.

Total revenues were \$382,602, which represents an increase of \$86,332 from the prior year. RPA and RSTP grants were higher than last year by \$99,626 and \$124,558, respectively. However, PPM and LTC grants were less than the prior year by \$75,000 and \$62,175, respectively. The availability of the Commission's primary funding sources varies from year to year, often dictated by the need for specific transportation planning tasks designed to achieve the organization's goals and objectives.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Management's Discussion and Analysis  
For the Year Ended June 30, 2024

Total expenditures were the result of programmed activities, which vary from year to year. This year's budgeted programmed activities compared to last year's budgeted program activities are as follows:

Work Element	FY 2024	FY 2023	Change
100 Administration	\$ 38,254	\$ 35,755	\$ 2,499
200 Regional Transportation	10,349	58,699	(48,350)
400 Grants	10,000	13,694	(3,694)
700 RTIP & Project Development	36,503	43,000	(6,497)
800 Regional Transportation Planning	12,735	11,500	1,235
900 Asset Management & Traffic Issues	239,659	184,852	54,807
	<u>\$347,500</u>	<u>\$ 347,500</u>	<u>\$ -</u>

***Budgetary Highlights***

On May 8, 2023, the Commission adopted the fiscal year 2023-24 OWP. The OWP covers activities funded with RPA and PPM sources and totaled \$347,500.

Actual revenues were \$382,602 which includes \$130,645 in RSTP funds that have not yet been received. RPA revenues were not fully spent but will be carried over to the next fiscal year. A percentage of unspent PPM funds are to be re-programmed into the following fiscal year's OWP.

Actual expenditures for the OWP were over budget by \$294,111, or 84.6% of budget, due primarily to previous fiscal years PPM allocations being spent. Additionally, \$250,900 of RSTP funds were spent on the Saddlebag Lake Road project.

***Capital Assets and Debt Administration***

*Capital Assets*

The Commission has adopted a capitalization threshold of \$5,000 per asset. This is the same threshold used by the County of Mono. The Commission did not have any capital assets at June 30, 2024 that exceeded this threshold.

*Debt Administration*

The Commission did not have any long-term obligations as of June 30, 2024.

***Requests for Information***

This financial report is designed to provide a general overview of the Commission's finances for all those interested. Questions concerning, any of the information provided in this report or requests for additional financial information should be addressed to Mono County Local Transportation Commission, P.O. Box 347, Mammoth Lakes, CA 93546.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Net Position  
June 30, 2024

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and investments	\$ 221,136
Due from other governments	<u>279,478</u>
Total Assets	<u>500,614</u>
<b>LIABILITIES</b>	
Accounts payable	<u>146,893</u>
Total Liabilities	<u>146,893</u>
<b>NET POSITION</b>	
Unrestricted	<u><u>\$ 353,721</u></u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Activities  
For the Year Ended June 30, 2024

	<u>Governmental Activities</u>
<b>PROGRAM REVENUES</b>	
Operating grants	
Regional Planning Assistance	\$ 241,331
Regional Surface Transportation Program	<u>130,645</u>
Total Program Revenues	371,976
<b>PROGRAM EXPENSES</b>	
Transportation planning and administration	<u>641,611</u>
Net (Expenses) Program Revenues	(269,635)
<b>GENERAL REVENUES</b>	
Interest earned	<u>10,626</u>
Change in Net position	(259,009)
Net Position, Beginning of the Year	<u>612,730</u>
<b>NET POSITION, END OF THE YEAR</b>	<u><u>\$ 353,721</u></u>

**FUND FINANCIAL STATEMENTS**

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Balance Sheet - Governmental Fund  
June 30, 2024

	Planning Fund
	<u>                    </u>
<b>ASSETS</b>	
Cash and investments	\$ 221,136
Due from other governments	<u>279,478</u>
 Total Assets	 <u><u>\$ 500,614</u></u>
 <b>LIABILITIES</b>	
Accounts payable	<u>\$ 146,893</u>
 Total Liabilities	 <u>146,893</u>
 <b>FUND BALANCES</b>	
Unassigned	<u>353,721</u>
 Total Liabilities and Fund Balances	 <u><u>\$ 500,614</u></u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
Governmental Fund  
For the Year Ended June 30, 2024

	Planning Fund
	<u>          </u>
<b>REVENUES</b>	
Rural Planning Assistance	\$ 241,331
Regional Surface Transportation Program	130,645
Interest	<u>10,626</u>
Total Revenues	<u>382,602</u>
<b>EXPENDITURES</b>	
Rural Planning Assistance	241,293
Regional Surface Transportation Program	250,900
Planning, Programming & Monitoring	<u>149,418</u>
Total Expenditures	<u>641,611</u>
<b>CHANGE IN FUND BALANCE</b>	(259,009)
Fund Balance, Beginning of the Year	<u>612,730</u>
<b>FUND BALANCE, END OF THE YEAR</b>	<u><u>\$ 353,721</u></u>



**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Fiduciary Net Position  
June 30, 2024

	Private Purpose Trust Funds
	<u>                    </u>
<b>ASSETS</b>	
Cash and investments	\$ 1,313,796
Taxes receivable	169,522
Due from other governments	<u>116,582</u>
 Total Assets	 <u><u>\$ 1,599,900</u></u>
 <b>LIABILITIES AND NET POSITION</b>	
 Liabilities	
Allocations payable	<u>\$ 116,582</u>
 Total Liabilities	 <u>116,582</u>
 Net Position	
Held in trust for other governments	<u>1,483,318</u>
 Total Liabilities and Net Position	 <u><u>\$ 1,599,900</u></u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Changes in Fiduciary Net Position  
For the Year Ended June 30, 2024

	<u>Private Purpose Trust Funds</u>
<b>ADDITIONS</b>	
Sales and use tax	\$ 1,165,484
Intergovernmental revenues	433,311
Interest	<u>47,198</u>
 Total Additions	 <u>1,645,993</u>
 <b>DEDUCTIONS</b>	
Allocations to Claimants	
Eastern Sierra Transit Authority	1,865,575
Yosemite Area Regional Transit System	40,000
Mono County Senior Services	30,000
Transfer to Pedestrian/Bicycle Fund	25,434
Administration	<u>15,348</u>
 Total Deductions	 <u>1,976,357</u>
 <b>CHANGE IN FIDUCIARY NET POSITION</b>	 <b>(330,364)</b>
 Net Position, Beginning of Year	 <u>1,813,682</u>
 Net Position, End of Year	 <u><u>\$ 1,483,318</u></u>

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Notes to Financial Statements  
For the Year Ended June 30, 2024

**Note 1: Summary of Significant Accounting Policies**

The financial statements of the Mono County Local Transportation Commission (Commission) are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Commission's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

**A. Reporting Entity**

The Mono County Local Transportation Commission is the designated Regional Transportation Planning Agency for Mono County. The Commission's members include the County of Mono and the Town of Mammoth Lakes. Its governing board includes two members appointed by the Mammoth Lakes Town Council, one member of the public appointed by the Mammoth Lakes Town Council, and three members appointed by the Mono County Board of Supervisors. The Commission's primary role is to administer the transportation planning process and provide ongoing administration of the Transportation Development Act (TDA) funds.

The Commission receives monies from the State of California and allocates those monies for the planning, management, and operation of public transportation systems within the County of Mono. The Commission also has the authority to allocate monies for other transportation related activities including streets and road projects.

**B. Basis of Presentation**

*Government-wide Statements:* The statement of net position and the statement of changes in net position report information on all of the governmental activities of the Commission. These statements include the financial activities of the overall government except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between governmental and business-type activities of the Commission. Governmental activities, which are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to an extent on charges and fees from the public for support. The Commission had no business-type activities to report for the year ended June 30, 2024.

The statement of activities demonstrates the degree to which the program expenses of a given governmental function are offset by program revenues. Program expenses include direct expenses which are clearly identifiable with a specific function and allocated indirect expenses. Program revenues include charges paid by recipients of goods or service offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other items, which are properly not included among program revenues, are reported instead as general revenues.

*Fund Financial Statements:* The fund financial statements provide information about the Commission's funds. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. Any remaining governmental funds are aggregated and reported as nonmajor funds.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Notes to Financial Statements  
For the Year Ended June 30, 2024

**Note 1: Summary of Significant Accounting Policies – Continued**

**B. Basis of Presentation – Continued**

The Commission reports the following major governmental fund:

- *Planning Fund* – The planning fund acts as the general fund for the Commission and all planning and administrative activities are accounted for in this fund. Separate sets of accounts are maintained to account for specific sources of grant revenues and the associated expenditures; but for reporting purposes, all of these accounts are combined into one fund.

The Commission reports the following private purpose trust funds:

- *Local Transportation Fund* – This fund accounts for revenues received and allocations made for certain transit, pedestrian & bicycle, and streets & roads projects within Mono County. Revenues are generated from a ¼ percent sales tax imposed by the State of California Pursuant to the Transportation Development Act (TDA). Sales tax revenues are collected by businesses within Mono County and are remitted to the State Board of Equalization (Board). The Board, after deducting an administrative fee, remits the revenues to the County on a monthly basis. Expenditures of these monies must be made in accordance with TDA regulations.
- *State Transit Assistance Fund* – Revenues for this fund are earned based on a portion of the State gasoline tax. The tax is allocated to Mono County by the State Controller’s office.
- *State of Good Repair* – Revenues in this fund provide capital assistance for maintenance, replacement, and rehabilitation projects of high-intensity fixed guideway and motorbus systems to help transit agencies maintain assets in a state of good repair in urbanized areas.
- *Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Fund* – Revenues for this fund are received from the California Department of Transportation (DOT) and are eligible for distribution to transit operators for transportation infrastructure, including grants for transit system safety, security, and disaster response projects.

**C. Basis of Accounting**

The government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Grants are recognized as revenue as soon as all eligibility requirements imposed by the grant have been met. Revenues from sales taxes are recognized when the underlying transactions take place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Commission utilizes a one-year availability period for revenue recognition for governmental fund revenues.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Notes to Financial Statements  
For the Year Ended June 30, 2024

**Note 1: Summary of Significant Accounting Policies – Continued**

**C. Basis of Accounting – Continued**

Those revenues susceptible to accrual are sales taxes, intergovernmental revenues (grants), and interest revenues. Non-exchange transactions, in which the Commission gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants, entitlements and donations. On the modified accrual basis, revenues from grants, entitlements and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

A fund reports deferred revenue on its balance sheet. Deferred revenues arise when potential revenue does not meet the “measurable” and “available” criteria for recognition in the current period. Deferred revenues also arise when resources are received by the fund before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the fund has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

**D. Cash in County Treasury**

Cash is deposited with the County in an investment pool in order to facilitate the management of cash. Each fund’s portion of this pool is displayed on the balance sheet as “cash and investments.” On a quarterly basis, the County Treasurer allocates interest to the various funds based upon the average monthly cash balances. Information regarding categorization of investments, risk and fair value reporting can be found in the County’s financial statements. The Mono County Treasury Oversight Committee oversees the Treasurer’s investment policies and practices.

The Commission adheres to the County’s deposit and investment policy that address specific types of risk. Required risk disclosures for the Fund’s investment in the Mono County Investment Pool at June 30, 2024, were as follows:

Credit risk	Not rated
Custodial risk	Not applicable
Concentration of credit risk	Not applicable
Interest rate risk	Not available

Investments held in the County’s investment pool are available on demand and are stated at amortized cost, which approximates fair value. The County of Mono Investment Pool operates and reports to participant on an amortized cost basis. The income, gains and losses, net of administration fees, are allocated based upon the participant’s average daily balance. All participants share proportionally in any realized gains or losses on investments. The fair value of the investment pool is approximately equal to the value of the pool shares.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
 Notes to Financial Statements  
 For the Year Ended June 30, 2024

**Note 1: Summary of Significant Accounting Policies – Continued**

**E. Receivables**

The Commission's receivables include mostly amounts due from other governmental agencies and consists of specific planning grants. Management has determined that the Commission's receivables are fully collectible. Accordingly, no allowance for doubtful accounts has been made.

**F. Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. As of June 30, 2024, the Commission had no deferred outflows of resources.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. As of June 30, 2024, the Commission had no deferred inflows of resources.

**G. Net Position**

Sometimes the Commission will fund outlays for a particular purpose from both restricted and unrestricted resources. To determine the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. The Commission considers restricted net position to have been depleted before unrestricted net position is applied.

**H. Fund Balance Policies**

In governmental funds, the following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- *Non-spendable Fund Balance* – amounts that cannot be spent because they are either not spendable in form or legally or contractually required to remain intact.
- *Restricted Fund Balance* – amounts with constraints placed on their use by those external to the Commission, including creditors, grantors, contributors, or laws and regulations of other governments. It also includes constraints imposed by law through constitutional provisions or enabling legislation.
- *Committed Fund Balance* – amounts that can only be used for specific purposes determined by formal action of the Commission's highest level of decision-making authority (the Commission's Board) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
 Notes to Financial Statements  
 For the Year Ended June 30, 2024

**Note 1: Summary of Significant Accounting Policies – Continued**

**H. Fund Balance Polices - Continued**

- *Assigned Fund Balance* –amounts that are constrained by the Commission’s intent to be used for specific purposes. The intent can be established at either the highest level of decision making or by a body or an official designated for that purpose.
- *Unassigned Fund Balance* –the residual classification that includes amounts not contained in the other classifications.

The Commission’s board establishes, modifies, or rescinds fund balance commitments and assignments by passage of a resolution. When restricted and unrestricted resources are available for use, it is the Commission’s policy to use restricted resources first, followed by unrestricted committed, assigned and unassigned resources as they are needed.

**I. Insurance and Risk of Loss**

The Commission participates in the County of Mono’s risk pool and excess insurance. Under this program, the County of Mono self-insures for three major insurance programs, Worker’s Compensation, Liability, and Property through Trindel Insurance Fund. The County self-insures, through Trindel Insurance Fund, losses up to \$300,000 for workers’ compensation, losses up to \$250,000 for general liability, and \$25,000 for property on a per occurrence basis. Losses exceeding these limits are covered by excess insurance pools and policies provided by Trindel Insurance Fund and PRISM. The excess policies provide coverage for workers’ compensation losses up to statutory limits and liability losses up to \$25 million and Property up to \$600 million. A recent actuarial evaluation found the County’s self-insurance reserves, through Trindel Insurance Fund, to be adequately funded above the expected confidence level. The County also has a \$10,000,000 Faithful Performance Bond, and a \$10,000,000 Money and Securities Bond with a \$25,000 deductible for each.

**J. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and revenues and expenses during the reporting period. Actual results could differ from these estimates.

**K. Related Party Transactions**

The Commission has an agreement with the County and the Town to manage its operations. The County and the Town also provide engineering and construction services to the Commission when needed.

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
 Notes to Financial Statements  
 For the Year Ended June 30, 2024

**Note 2: Contingencies**

The Commission may be involved in various other claims and litigation arising in the ordinary course of business. Commission management, based upon the opinion of legal counsel, is of the opinion that the ultimate resolution of such matters should not have a materially adverse effect on the Commission's financial position or results of operations.

The Commission also receives a number of grants and sales tax revenues from the State of California. Each of these grants is subject to audit by the grantor agency. Such audit could result in funds being returned to the state.

**Note 3: PTMISEA & Transit Security**

In November 2006, California voters passed a bond measure enacting the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Of the \$19.925 billion of state general obligation bonds authorized, \$4 billion was set aside by the State as instructed by statute as the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA). As per Government Code Section 8879.58, Transit System Safety, Security and Disaster Response Account revenues are reflected below.

The PTMISEA funds are available to the California Department of Transportation for intercity rail projects and to transit operators in California for rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or for rolling stock procurement, rehabilitation, or replacement. The Transit Security funds are to be used for capital projects that provide increased protection against a security and safety threat, and for capital expenditures to increase the capacity of transit operators, including waterborne transit operators, to develop disaster response transportation systems that can move people, goods, and emergency personnel and equipment in the aftermath of a disaster impairing the mobility of goods, people, and equipment.

During the fiscal year ended June 30, 2024, the Commission did not receive any proceeds from the State's PTMISEA and Transit Security account. As of June 30, 2024, PTMISEA and Transit Security funds received and expended were verified in the course of our audit. The only thing remaining in the fund is cash of \$921.

**Note 4: Subsequent Events**

Management has evaluated events subsequent to June 30, 2024 through December 4, 2024, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.



**REQUIRED SUPPLEMENTARY INFORMATION**

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Budgetary Comparison Schedule  
 Planning Fund  
 For the Year Ended June 30, 2024

	Budgeted Amounts		Actual	Variance
	Original	Final		Over/(Under) Budget
<b>Revenues</b>				
OWP Revenues:				
Rural Planning Assistance (RPA)	\$ 230,000	\$ 287,500	\$ 241,331	\$ (46,169)
Planning, Programming & Monitoring (PPM)	60,000	60,000	-	(60,000)
Regional Surface Transportation Program (RSTP)	-	-	130,645	130,645
Non OWP Revenues:				
LTF	-	10,000	-	(10,000)
Interest	-	-	10,626	10,626
<b>Total revenues</b>	<b>290,000</b>	<b>357,500</b>	<b>382,602</b>	<b>25,102</b>
<b>Expenditures</b>				
Overall Work Program:				
100 Administration	30,000	38,254	37,145	(1,109)
200 Regional Transportation	13,000	10,349	7,098	(3,251)
400 Grants	-	10,000	2,169	(7,831)
700 RTIP & Project Development	47,000	36,503	34,845	(1,658)
800 Regional Transportation Planning	8,000	12,735	12,736	1
900 Asset Management & Traffic Issues	192,000	239,659	207,300	(32,359)
Non OWP Expenditures:				
Reimbursement of FY21/22 PPM unused funds to DOT	-	-	31,096	31,096
PPM expenditure reimbursement (RTIP) FY21/22	-	-	18,581	18,581
PPM expenditure reimbursement FY20/21	-	-	14,417	14,417
PPM expenditure reimbursement FY21/22	-	-	25,324	25,324
RSTP	-	-	250,900	250,900
<b>Total expenditures</b>	<b>290,000</b>	<b>347,500</b>	<b>641,611</b>	<b>(294,111)</b>
<b>Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>(259,009)</b>	<b>\$ (269,009)</b>
Fund balance, beginning of year			612,730	
<b>Fund balance, end of year</b>			<b>\$ 353,721</b>	

**MONO COUNTY**  
**LOCAL TRANSPORTATION COMMISSION**  
Notes to Required Supplementary Information  
For the Year Ended June 30, 2024

Note 1: **Budgetary Accounting**

The Commission annually adopts a budget through the preparation of an overall work program. This work program describes the projects, or work elements, that are to be funded, and the type of funds that will pay for the expenditures, such as Rural Planning Assistance, Local Transportation, Federal Transportation Administration (FTA) or State Transportation Improvement Program (PPM). The work program, in draft form, is prepared by Commission staff, submitted and approved by the Commission, and submitted to the State of California, Department of Transportation (DOT) before June 30 of each year. DOT, as the grantor of Rural Planning Assistance, State Subvention and FTA funds, approves the work program, which then becomes the budget for the operating fund of the Commission.

From the effective date of the budget, which is adopted and controlled at the departmental level, the expenditures as proposed became appropriations. The legal level of control is the fund level. The Commission may amend the budget by resolution during the fiscal year. Appropriations lapse at the end of the fiscal year. The amounts reported on the budgetary basis are generally on a basis consistent with accounting principles generally accepted in the United State of America (GAAP).

**SUPPLEMENTARY INFORMATION**

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Combining Statement of Fiduciary Net Position  
 All Private Purpose Trust Funds  
 June 30, 2024  
 (With Comparative Totals as of June 30, 2023)

	Local Transportation Fund	State Transit Assistance	State of Good Repair	PTMISEA Transit Security	Totals	
					2024	2023
<b>ASSETS</b>						
Cash and investments	\$ 1,296,424	\$ 13,380	\$ 3,071	\$ 921	\$ 1,313,796	\$ 1,614,669
Sales tax receivable	169,522	-	-	-	169,522	206,676
Due from other governments	-	102,388	14,194	-	116,582	120,580
<b>Total Assets</b>	<b>\$ 1,465,946</b>	<b>\$ 115,768</b>	<b>\$ 17,265</b>	<b>\$ 921</b>	<b>\$ 1,599,900</b>	<b>\$ 1,941,925</b>
<b>LIABILITIES AND NET POSITION</b>						
Liabilities						
Allocations payable	\$ -	\$ 102,388	\$ 14,194	\$ -	\$ 116,582	\$ 128,243
<b>Total Liabilities</b>	<b>-</b>	<b>102,388</b>	<b>14,194</b>	<b>-</b>	<b>116,582</b>	<b>128,243</b>
Net Position						
Held in trust for pedestrian & bicycle projects	103,516	-	-	-	103,516	74,956
Held in trust for other purposes	1,362,430	13,380	3,071	921	1,379,802	1,738,726
<b>Total Net Position</b>	<b>1,465,946</b>	<b>13,380</b>	<b>3,071</b>	<b>921</b>	<b>1,483,318</b>	<b>1,813,682</b>
<b>Total Liabilities and Net Position</b>	<b>\$ 1,465,946</b>	<b>\$ 115,768</b>	<b>\$ 17,265</b>	<b>\$ 921</b>	<b>\$ 1,599,900</b>	<b>\$ 1,941,925</b>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Combining Statement of Changes in Fiduciary Net Position  
 All Private Purpose Trust Funds  
 For the Year Ended June 30, 2024  
 (With Comparative Totals For the Fiscal Year Ended June 30, 2023)

	Local	State	State	PTMISEA &	Totals	
	Transportation Fund	Transit Assistance	of Good Repair	Transit Security	2024	2023
<b>ADDITIONS</b>						
Sales and use taxes	\$ 1,165,484	\$ -	\$ -	\$ -	\$ 1,165,484	\$ 1,184,319
Intergovernmental revenue	-	379,072	54,239	-	433,311	481,690
Interest	44,451	2,574	143	30	47,198	40,456
<b>Total Additions</b>	<b>1,209,935</b>	<b>381,646</b>	<b>54,382</b>	<b>30</b>	<b>1,645,993</b>	<b>1,706,465</b>
<b>DEDUCTIONS</b>						
Allocations to claimants						
Eastern Sierra Transit Authority	1,105,286	706,050	54,239	-	1,865,575	1,400,145
Yosemite Area Regional Transit System	40,000	-	-	-	40,000	40,000
Mono County Senior Services	30,000	-	-	-	30,000	30,000
Transfer to Pedestrian/Bicycle Fund	25,434	-	-	-	25,434	13,677
Administration	15,348	-	-	-	15,348	38,150
<b>Total Deductions</b>	<b>1,216,068</b>	<b>706,050</b>	<b>54,239</b>	<b>-</b>	<b>1,976,357</b>	<b>1,521,972</b>
<b>CHANGE IN FIDUCIARY NET POSITION</b>	<b>(6,133)</b>	<b>(324,404)</b>	<b>143</b>	<b>30</b>	<b>(330,364)</b>	<b>184,493</b>
Net Position, beginning of year	1,472,079	337,784	2,928	891	1,813,682	1,629,189
Net Position, end of year	<u>\$ 1,465,946</u>	<u>\$ 13,380</u>	<u>\$ 3,071</u>	<u>\$ 921</u>	<u>\$ 1,483,318</u>	<u>\$ 1,813,682</u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Fiduciary Net Position  
By Area of Apportionment  
Local Transportation Fund  
June 30, 2024  
(With Comparative Totals as of June 30, 2023)

	Local	Pedestrian/ Bicycle	Totals	
	Transportation Fund - Transit		2024	2023
<b>ASSETS</b>				
Cash and investments	\$ 1,192,908	\$ 103,516	\$ 1,296,424	\$ 1,273,066
Sales tax receivable	169,522	-	169,522	206,676
Total Assets	<u>\$ 1,362,430</u>	<u>\$ 103,516</u>	<u>\$ 1,465,946</u>	<u>\$ 1,479,742</u>
<b>LIABILITIES AND NET POSITION</b>				
Liabilities:				
Allocations payable	\$ -	\$ -	\$ -	\$ 7,663
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,663</u>
Net Position:				
Held in trust for Pedestrian & Bicycle projects	-	103,516	103,516	74,956
Held in trust for other purposes				
Unapportioned	1,362,430	-	1,362,430	1,397,123
Total Net Position	<u>1,362,430</u>	<u>103,516</u>	<u>1,465,946</u>	<u>1,472,079</u>
Total Liabilities and Net Position	<u>\$ 1,362,430</u>	<u>\$ 103,516</u>	<u>\$ 1,465,946</u>	<u>\$ 1,479,742</u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Changes in Fiduciary Net Position

By Area of Apportionment

Local Transportation Fund

For the Year Ended June 30, 2024

(With Comparative Totals For the Fiscal Year Ended June 30, 2023)

	Local		Totals	
	Transportation Fund - Transit	Pedestrian/ Bicycle	2024	2023
<b>ADDITIONS</b>				
Sales and use taxes	\$ 1,140,050	\$ 25,434	\$ 1,165,484	\$ 1,184,319
Interest	41,325	3,126	44,451	31,741
<b>Total Additions</b>	<b>1,181,375</b>	<b>28,560</b>	<b>1,209,935</b>	<b>1,216,060</b>
<b>DEDUCTIONS</b>				
Allocations to Claimants				
Eastern Sierra Transit Authority	1,105,286	-	1,105,286	918,456
Yosemite Area Regional Transit System	40,000	-	40,000	40,000
Mono County Senior Services	30,000	-	30,000	30,000
Transfer to Pedestrian/Bicycle Fund	25,434	-	25,434	13,677
Administration and planning	15,348	-	15,348	38,150
<b>Total Deductions</b>	<b>1,216,068</b>	<b>-</b>	<b>1,216,068</b>	<b>1,040,283</b>
<b>CHANGE IN FIDUCIARY NET POSITION</b>	<b>(34,693)</b>	<b>28,560</b>	<b>(6,133)</b>	<b>175,777</b>
Net Position, Beginning of Year	1,397,123	74,956	1,472,079	1,296,302
Net Position, End of Year	\$ 1,362,430	\$ 103,516	\$ 1,465,946	\$ 1,472,079



**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Schedule of Allocations and Expenditures  
Local Transportation Fund  
For the Year Ended June 30, 2024

Allocations	PUC	Allocated	Expended	Allocations Outstanding June 30, 2024
LTC administration	99233.1	\$ 10,000	\$ 3,071	\$ 6,929
LTC audit costs	99233.1	11,500	11,500	-
LTC planning and programming	99233.2	10,000	776	9,224
Bicycle path	99233.3	16,874	25,434	(8,560)
Eastern Sierra Transit Authority for CTSA administration	99233.7	187,168	-	187,168
Eastern Sierra Transit Authority for Microtransit study	99262	-	294	(294)
Eastern Sierra Transit Authority for Federal Operating Grant Match	99262	20,000	-	20,000
Mono County Senior Program	99262	30,000	30,000	-
Yosemite Regional Transit System	99262	40,000	40,000	-
Eastern Sierra Transit Authority for systems operations	99400(c)	549,649	756,817	(207,168)
Eastern Sierra Transit Authority for FY 22-23 revenue above projection distribution	-	-	348,176	(348,176)
		\$ 875,191	\$ 1,216,068	\$ 7,299

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Schedule of Allocations and Expenditures  
State Transit Assistance Fund  
For the Year Ended June 30, 2024

Allocations	PUC	Allocations Outstanding June 30, 2023	Allocated	Expended	Allocations Outstanding June 30, 2024
Eastern Sierra Transit Authority	6731(b)	\$ -	\$ 706,050	\$ 706,050	\$ -
Total Allocations		<u>\$ -</u>	<u>\$ 706,050</u>	<u>\$ 706,050</u>	<u>\$ -</u>

**MONO COUNTY LOCAL TRANSPORTATION COMMISSION**

Statement of Revenues, Expenditures and Changes in Fund Balance  
Overall Work Program  
Budget and Actual - by Funding Source  
For the Year Ended June 30, 2024

	Actual						Variance Positive (Negative)
	Budget	Regional Planning Assistance	PPM	RSTP	Grants	Total	
<b>Revenues</b>							
OWP Revenues:							
Rural Planning Assistance	\$ 287,500	\$ 241,331	\$ -	\$ -	\$ -	\$ 241,331	\$ (46,169)
PPM	60,000	-	-	-	-	-	(60,000)
RSTP	-	-	-	130,645	-	130,645	130,645
Non OWP Revenues:							
LTF	10,000	-	-	-	-	-	(10,000)
Interest	-	(1,765)	11,254	2,641	(1,504)	10,626	10,626
Total Revenues	<u>357,500</u>	<u>239,566</u>	<u>11,254</u>	<u>133,286</u>	<u>(1,504)</u>	<u>382,602</u>	<u>25,102</u>
<b>Expenditures:</b>							
Overall Work Program:							
100 Administration	38,254	37,145	-	-	-	37,145	(1,109)
200 Regional Transportation	10,349	7,098	-	-	-	7,098	(3,251)
400 Grants	10,000	2,169	-	-	-	2,169	(7,831)
700 RTIP & Project Development	36,503	3,003	31,842	-	-	34,845	(1,658)
800 Regional Transportation Planning	12,735	12,736	-	-	-	12,736	1
900 Asset Management & Traffic Issues	239,659	179,142	28,158	-	-	207,300	(32,359)
Non OWP Expenditures:							
Reimbursement of FY21/22 PPM							
unused funds to DOT	-	-	31,096	-	-	31,096	31,096
PPM expenditure reimbursement (RTIP) FY21/22	-	-	18,581	-	-	18,581	18,581
PPM expenditure reimbursement FY20/21	-	-	14,417	-	-	14,417	14,417
PPM expenditure reimbursement FY21/22	-	-	25,324	-	-	25,324	25,324
RSTP	-	-	-	250,900	-	250,900	250,900
Total Expenditures	<u>347,500</u>	<u>241,293</u>	<u>149,418</u>	<u>250,900</u>	<u>-</u>	<u>641,611</u>	<u>294,111</u>
<b>Change in Fund Balance</b>	<u>\$ 10,000</u>	<u>\$ (1,727)</u>	<u>\$ (138,164)</u>	<u>\$ (117,614)</u>	<u>\$ (1,504)</u>	<u>(259,009)</u>	<u>\$ (269,009)</u>
Fund balance, beginning of year						612,730	
Fund balance, end of year						<u>\$ 353,721</u>	

**OTHER REPORT**

**REPORT ON COMPLIANCE OVER FINANCIAL REPORTING BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH THE STATUTES,  
RULES, AND REGULATIONS OF THE CALIFORNIA TRANSPORTATION  
DEVELOPMENT ACT AND THE ALLOCATION INSTRUCTIONS AND RESOLUTIONS  
OF THE TRANSPORTATION COMMISSION**

Mono County Local Transportation Commission  
 Mammoth Lakes, California

We have audited the financial statements of the Mono County Local Transportation Commission as of and for the year ended June 30, 2024 and have issued our report thereon dated December 4, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

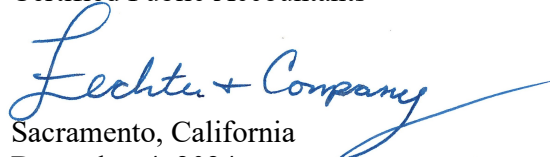
As part of obtaining reasonable assurance about whether the Mono County Local Transportation Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Additionally, we performed tests to determine that allocations made and expenditures paid by the Mono County Local Transportation Commission were made in accordance with the allocation instructions and resolutions of the Commission and in conformance with the California Transportation Development Act. Specifically, we performed each of the specific tasks identified in the California Code of Regulations Sections 6666 and 6667 that are applicable to the Mono County Local Transportation Commission.

In connection with our audit, nothing came to our attention that caused us to believe the Mono County Local Transportation Commission failed to comply with the Statutes, Rules, and Regulations of the California Transportation Development Act and the allocation instructions and resolutions of the Local Transportation Commission. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion.

Mono County Local Transportation Commission  
Mammoth Lakes, California

This report is intended solely for the information and use of the County of Mono, the Mono County Local Transportation Commission, management, the California Department of Transportation, and the State Controller's Office and is not intended to be and should not be used by anyone other than these specified parties.

Fechter & Company  
Certified Public Accountants

  
Sacramento, California  
December 4, 2024

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800 phone, 924.1801 fax  
commdev@mono.ca.gov

PO Box 8  
Bridgeport, CA 93517  
760.932.5420 phone, 932.5431 fax  
www.monocounty.ca.gov

## Staff Report

**TO:** Mono County Local Transportation Commission

**DATE:** February 10, 2025

**FROM:** Wendy Sugimura, Co-Executive Director  
Haislip Hayes, Co-Executive Director  
Olya Egorov, Planning Analyst and LTC Staff

**SUBJECT:** FY 2025-2026 Overall Work Program (OWP) Draft

### RECOMMENDATIONS

Review and provide feedback on the 2025-2026 Overall Work Program (OWP) Draft.

### ENVIRONMENTAL COMPLIANCE

Analysis under the California Environmental Quality Act (CEQA) is required for future projects programmed under the 2025-2026 OWP.

### FISCAL IMPLICATIONS

The OWP serves as a management tool by providing a description of the Local Transportation Commission's transportation planning objectives and its use of the available State and Federal transportation funds. In Mono County, the OWP primarily consists of two funding sources: Rural Planning Assistance (RPA) and Planning, Programming, and Monitoring (PPM). Annually, Mono County receives \$230,000 under the RPA allocation. The State indicated additional RPA funds would be available in FY 25-26, but no dollar amount has been transmitted yet. The PPM budget is subject to the State Transportation Improvement Program (STIP), which is programmed every two years and will be updated before the end of this Fiscal Year.

### DISCUSSION

In Mono County, the OWP Draft is required to be submitted to Caltrans District 09 (D09) for review by March 1 every year. LTC staff, which includes both Town and County staff, update the OWP from the previous fiscal year and bring a revised version to the Commissioners for comment. Comments submitted by the Commissioners, stakeholders, and members of the public are incorporated into the OWP Draft before the first submission to Caltrans D09. Caltrans provides comments that are reviewed by LTC staff, and a revised OWP Final Draft is brought to the Commission for adoption in May or June. The adopted OWP is due to Caltrans by June 30.

The 2025-2026 OWP Draft removes completed work elements, most notably the Yosemite Area Regional Transportation System (YARTS) Short-Range Transit Plan update which is currently underway but the LTC's funding has been provided. The remaining Work Elements are ongoing or continuing programs and have been updated to reflect current projects and completed work items. Placeholder language is included for some sections of the introduction and for the budget. These sections will be developed and updated for the next version of the 2025-2026 OWP that will be reviewed by the LTC in May or June. The budget will also be updated throughout the year based on actual work and costs.

Please contact Olya Egorov ([oegorov@mono.ca.gov](mailto:oegorov@mono.ca.gov) or 760-924-1802) with any questions or for a track changes version of the OWP.

## **ATTACHMENTS**

1. FY 2025-2026 Overall Work Program (OWP) Draft



# Overall Work Program Fiscal Year 2025/2026

July 1, 2025, to June 30, 2026

---

MONO COUNTY LOCAL TRANSPORTATION COMMISSION

ADOPTED: **[INSERT ADOPTION DATE]**

# Contents

Introduction.....	1
Geographical Overview .....	2
Organizational Overview .....	2
Responsibilities and Priorities .....	4
Organizational Procedures and Documents .....	4
Public Involvement & Interagency Collaboration .....	5
Summary of FY 2024/2025 OWP Accomplishments .....	6
Planning Emphasis Areas.....	8
Planning Emphasis Areas .....	8
Planning Emphasis Areas & OWP Work Elements.....	12
FY 2025/26 OWP.....	12
Invoicing & Reimbursement.....	12
Work Element 100 – Agency Administration and Management.....	14
100.1. General Administration and Management.....	14
100.2. Overall Work Program Development and Administration.....	15
100.3. Training and Professional Development.....	16
Work Element 200 – Regional Transportation Series.....	17
200.1. Regional Transportation Plan.....	17
200.2. Regional Transportation Plan Monitoring.....	19
Work Element 400 – Grants.....	21
400.1. Mono County & Town of Mammoth Lakes Multi-Jurisdictional Hazard Mitigation Plan/ Hazard Mitigation Planning Grant.....	21
Work Element 700 – Regional Transportation Improvement Program (RTIP) and Project Development Series .....	24
700.1. RTIP .....	24
700.2. Project Development and Project Study Reports.....	26
Work Element 800 – Regional Transportation Planning Series.....	28
800.1. Interregional Planning.....	28

800.2. Regional Transit Planning and Coordination .....	30
Work Element 900 – Asset Management.....	33
900.1. Planning, Monitoring, and Traffic Management Issues.....	33
900.2. Regional Data Collection Equipment.....	35
900.3. Regional Asset Management System – RPA.....	37
900.4. Regional Asset Management System – PPM .....	39
900.5. Air Quality Monitoring and Planning – Town of Mammoth Lakes .....	40
900.6. Regional Trails Planning .....	41
900.7. Community Traffic Calming, Complete Streets and Design Standards.....	45
900.8. Mono County Public Works Projects .....	46
Appendix A: OWP Billing Procedures .....	48
Appendix B: Glossary of Terms and Acronyms .....	49

## Introduction

The Overall Work Program (OWP) defines the regional transportation planning process for the Mono County Local Transportation Commission (LTC). It establishes regional transportation planning objectives for Fiscal Years 2025/2026 covering the period of July 1, 2025, to June 30, 2026, and includes a corresponding budget to complete eligible activities as defined by the Regional Planning Handbook and supplemental Overall Work Program Guidance. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the Fiscal Year. These activities include core regional transportation planning functions, mandated planning requirements, and other regional planning activities.

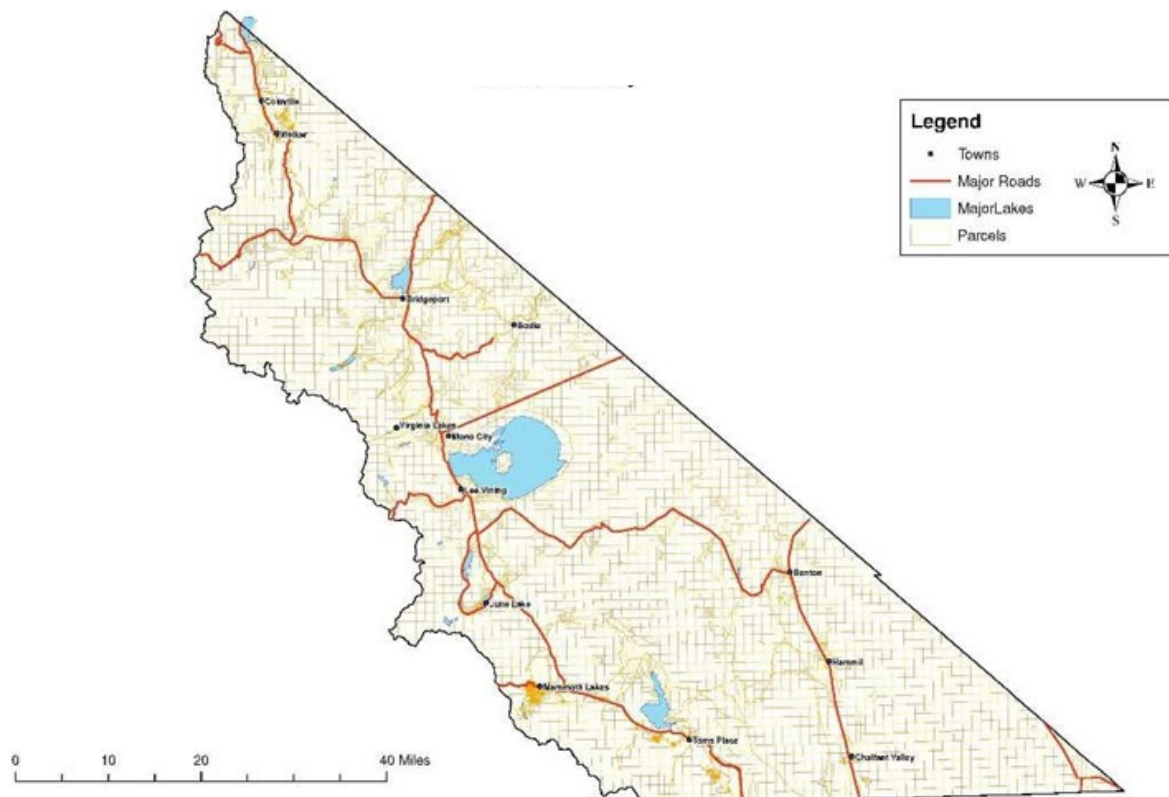


Figure 1.1: Boundary, Mono County Local Transportation Commission

Each activity listed in the OWP indicates who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of State funding and matching funds. Funding for planning activities is made possible by the State of California Department of Transportation (Caltrans) and the Federal Highway Administration (FHWA). Most of the funding is typically spent by Mono County and the Town of Mammoth Lakes.

## Geographical Overview

Mono County is a rural county located on the eastern side of the Sierra Nevada mountains. The county has an area of 3,049 square miles and a total population of 13,195 (2020 US Census). The county's one incorporated area, the Town of Mammoth Lakes (TOML), contains approximately 55% of the county population.

Approximately 94% of Mono County is public land administered by the U.S. Forest Service (USFS), the Bureau of Land Management (BLM), the State of California, and the Los Angeles Department of Power and Water (LADWP). The scenic and recreational attributes of this public land help support tourism and recreation as the major industry in the county. Approximately 80% of all employment is directly, or indirectly, associated with this industry. Annually, more than 6 million visitor-days of use occur on public lands in Mono County. Most of these visitors travel to and through the county on the state highway system. Major attractions include Mammoth and June Mountain ski areas, Yosemite National Park, Mono Lake, Devils Postpile National Monument, Bodie State Historic Park, and the many lakes, streams, and backcountry attractions accessed through Mono County communities.

Communities in the unincorporated area of the county are dispersed throughout the region, primarily along US Highways 395 and 6. Communities along US 395 include Topaz, Coleville, Walker, Bridgeport, Mono City, Lee Vining, and the Crowley communities of Long Valley, McGee Creek, Crowley Lake, Aspen Springs, and Sunny Slopes. The community of June Lake is located along State Route (SR) 158. The Town of Mammoth Lakes is located on SR 203. The communities of Chalfant, Hammil Valley, and Benton are located on US Highway 6 (US 6). The community of Oasis is located on SR 266/168 in the southeastern portion of the county. The communities are generally small, rural in character, and oriented primarily to serving recreational and tourist traffic. Walker, Topaz, Coleville, Bridgeport, and Lee Vining share US 395 as their main street for commerce and community activities. SR 158 serves as the main street for June Lake. SR 203 is the Town of Mammoth Lakes' main street. US 6 serves as a main street for Benton and Chalfant.

## Organizational Overview

Every county in California is served by a regional transportation planning agency (RTPA), created by state law. RTPAs are known as local transportation commissions, county transportation commissions, councils of government, and associations of government. Counties with urbanized areas over 50,000 people also have metropolitan planning organizations (MPO) to guide regional transportation planning. Both MPOs and RTPAs are required to develop an OWP and regional transportation plan (RTP). They also select projects identified in the Regional Transportation Improvement Programs (RTIP).

RTPAs play an important role in Caltrans' overall planning efforts. In California, there are currently 44 RTPAs, 18 of which are MPOs or exist within MPO boundaries. They utilize federal and state funds to achieve regional transportation goals as outlined in their OWPs. Federal and state funding includes FHWA State Planning and Research (SPR) funds, FTA Section 304

Statewide Planning Funds, and Rural Planning Assistance (RPA) funds. RTPAs have significant involvement in both the planning and project investment processes.

Mono County LTC carries out transportation planning activities within the County. Mono County and TOML staff serve as support staff to the LTC. Town issues are typically handled by TOML staff and County issues are managed with County staff. There is an existing Memorandum of Understanding (MOU) between Mono County and TOML. The Executive Director position is shared by the TOML Public Works Director and County Community Development Director or designee. There are two transit systems within the County: Sierra Transit Authority (ESTA), which is based out of Bishop in Inyo County, and the Yosemite Area Regional Transportation System (YARTS), which is administered by the Merced County Association of Governments (MCAG). ESTA is a Joint Powers Authority (JPA) between Mono and Inyo Counties, the Town of Mammoth Lakes, and the City of Bishop. YARTS is a JPA involving Merced, Mariposa, Tuolumne, Mono, and Madera counties.

The Mono County Local Transportation Commission (LTC) is comprised of seven (7) members: three (3) seats are held by the Mono County Board of Supervisors, three (3) are held by the Mammoth Lakes Town Council (although the Town has appointed one at-large member), and one (1) representative from Caltrans District 09 (D09) who also serves as ex-officio, non-voting member.

<b>Table 1.1. Policy Board, Mono County Local Transportation Commission</b>	
<b>Commissioner</b>	<b>Governmental Body Represented</b>
Ms. Jennifer Kreitz (Chair)	Mono County
Ms. Rhonda Duggan	Mono County
Mr. Paul McFarland	Mono County
Mr. Bill Sauser	Town of Mammoth Lakes
Ms. Chris Bubser	Town of Mammoth Lakes
Mr. Brent Truax	Town of Mammoth Lakes
Ms. Sandra Moberly	Alternate, Mono County
Mr. Rob Patterson	Alternate, Town of Mammoth Lakes
Mr. Ryan Dermody*	Designee or Director, Caltrans District 9
*Non-Voting ex-officio member	

Additionally, Town and County staff work closely with the Mono County LTC on the development of the OWP and to execute programmed tasks. All tasks identified in the OWP are undertaken by LTC staff with periodic updates by the Mono County LTC.

<b>Table 1.2. Staff, Mono County Local Transportation Commission</b>	
<b>Staff Member</b>	<b>Title and Agency</b>
Wendy Sugimura	LTC Co-Executive Director, Community Development, Mono County

Haislip Hayes	LTC Co-Executive Director, Public Works, Town of Mammoth Lakes
Heidi Willson	LTC Secretary, Mono County
Deanna Tuetken	Fiscal & Administrative Services Officer, Community Development, Mono County
Gerry LeFrancois, Olya Egorov, Aaron Washco	LTC Staff (Planning Analysts), Community Development, Mono County
Marcella Rose	Outdoor Recreation Coordinator, Public Works Mono County
Paul Roten	Director, Public Works, Mono County
Chad Senior	Environmental and Transportation Engineer, Public Works, Mono County
Kalen Dodd	Engineer, Public Works, Mono County
Michael Martinez	Director, IT, Mono County
Phil Moores	Director, Eastern Sierra Transit Authority
Serenity Anderson	Director, Yosemite Area Regional Transportation System
Tara Rodriguez	Staff Services Analyst, Yosemite Area Regional Transportation System

## Responsibilities and Priorities

Most of the state designated RTPAs are described under California Government Code Section 29532 et seq. An RTPA has the following core functions:

- Maintain a setting for regional decision-making.
- Implementation of the Transportation Development Act (TDA)
- Prepare and administer the Overall Work Program (OWP).
- Involve the public in transportation decision-making.
- Prepare and update a Regional Transportation Plan (RTP) every four years; and
- Development of a Regional Transportation Improvement Program (RTIP) and a list of federally funded or regionally significant projects for inclusion in the Federal Surface Transportation Improvement Program (FSTIP).

## Organizational Procedures and Documents

The following list of documents includes organizational policies and procedures, programming documents, planning studies, and other required documents, which are available at:

<https://monocounty.ca.gov/ltc/page/resources>

- 2024 Regional Transportation Plan
- 2026 Regional Transportation Improvement Program (RTIP), to be added
- Caltrans District 09 Wildlife Vehicle Collision Reduction Feasibility Study
- California Department of Fish and Wildlife (CDFW) Wildlife Crossing Study
- Tom's Place Multimodal Connectivity Feasibility Study Report
- Past and Current MOU Projects supported by the Mono County LTC

- US 395 Corridor Improvement Projects (including Main Street mobility studies)
- Mono County Electric Vehicle Policy
- Mono County Title VI Compliance Plan

## Public Involvement & Interagency Collaboration

The LTC utilizes a comprehensive public involvement process which is outlined in the 2024 Regional Transportation Plan. The goals and objectives discussed in the RTP emphasize efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process.

Public involvement during the transportation planning process is provided through committee meetings, public workshops, and outreach programs. The Regional Planning Advisory Committees (RPACs) serve as citizen advisory committees to the LTC to identify issues and opportunities related to transportation and circulation in their community areas and to develop policies based on the identified needs. There are RPACs in Antelope Valley, Bridgeport Valley, Mono Basin, June Lake, and Long Valley. Some RPACs meet monthly, and others meet on an as-needed basis. The Benton/Hammil, Chalfant, Paradise, and Wheeler Crest communities do not have standing RPACs. Community town hall meetings are called as needed and as requested by area residents.

Native American participation includes notification to all Tribes on the California Native American Heritage Commission (NAHC) list, and meetings or consultation with any interested Tribal Nation. Three of the Tribes residing in Mono County hold seats on the Mono County Collaborative Planning Team, which meets quarterly to collaborate on regional planning issues with state, federal and local agencies, such as Caltrans, BLM, USFS, the Town of Mammoth Lakes, and Mono County. Representatives of the Tribes Tribal representatives occasionally participate at RPAC meetings. LTC staff continues to conduct outreach on projects to the Tribal governments on transportation planning projects and programming, such as the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP).

Collaboration across agencies and other organizations in the transportation sector is fully institutionalized and integrated into the Mono County LTC’s work program. Table 2.1 below provides examples of transportation planning and reports underway by other agencies in the region by Work Element which the Mono County LTC either tracks or participates in. Note this is a list of examples and is not intended to be exhaustive.

<b>Table 2.1. Other Agency Transportation Planning and Reports by Work Element</b>	
<b>[TO BE UPDATED]</b>	
<b>Work Element</b>	<b>Example Projects</b>
200.1	Review state and federal agency planning documents for consistency with the Regional Transportation Plan (RTP).
200.2	Track, comment on, and participate in the following: state and federal transportation legislation; working groups such as Rural Counties Task Force (RCTF) and Bipartisan



	Infrastructure Bill & IJA, Equity Taskforce, etc.; and California Transportation Commission and/or Caltrans plans and policy changes.
400 series	Track, monitor, and participate in grant projects related to the transportation network, such as the Mono County/Town of Mammoth Lakes Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) and Yosemite Area Regional Transit Service (YARTS) Short-Range Transit Plan (SRTP).
700.1	Memorandum of Understanding (MOU) projects (Olancho/Cartago four lane, Freeman Gulch 2 & 3, North Conway Truck Climbing Lane, etc.); Wildlife Crossing project on US 395.
800.1	Participate in collaborative transportation planning, e.g., the Eastern California Transportation Planning Partnership, RCTF, Mono County Collaborative Planning Team, etc. Work with federal agencies such as the US Forest Service, Bureau of Land Management, and National Park Service. Plan for and manage MOU projects lists.
800.2	Coordinate, participate in, and monitor various transit agency work, such as YARTS Authority Advisory Committee, YARTS strategic planning group, other YARTS initiatives and planning (e.g., SRTP), and ESTA initiatives and planning (e.g., initiation of zero emission/hydrogen fueling plans).
900.6	Coordinate, participate in, and monitor trails and other planning on federal and state lands to integrate with local trails planning.
900.7	Community outreach on complete street transportation planning efforts, including the Lee Vining Rehabilitation project, Bridgeport Main Street Rehabilitation Project, Walker traffic calming, etc.

## Summary of FY 2024/2025 OWP Accomplishments

The following are the primary tasks that were undertaken during FY 2024/25:

- Participation in main street walkability, safety, and rehabilitation projects and conversations in the communities of Lee Vining, Bridgeport and Walker.
- Completed tasks 1-2 for the MJHMP under WE 400.1.
- Approval of Mono County 5-Year CIP at Mono County Board of Supervisors.
- Consistence with the 2019 Regional Transportation Plan, FY 24-25 OWP, and the Capital Improvement Programs (CIPs) for the Town and County.
- Adoption of the 2024 Regional Transportation Plan.
- Management of the Mono County Pavement Management System road inspections and road data.
- Participation in community planning meetings to identify trails and multimodal transportation needs and trends.
- Development of design standards by the Town of Mammoth Lakes and Mammoth Lakes Trails and Public Access (MLTPA).
- Engagement with Community Service Area (CSA) 1 and federal agencies to explore the feasibility of trail connections in the Crowley Lake area.
- Completion of Mono County Road Standards update, including development of traffic calming solutions in the June Lake Village area.

- Completion of the yearly assessment of traffic collisions reported on Mono County maintained roads.
- Ongoing maintenance of the 2024 RTIP.
- Submission of a FHWA Wildlife Crossing Pilot Program (WCPP) grant application for the US 395 Mammoth Lakes Wildlife Crossing project in partnership with Caltrans D09.
- Completed PSRs for Long Valley Streets, Airport Road, Town of Mammoth Lakes Local Roads, Town of Mammoth Lakes John Muir Road Drainage Improvements, Benton Crossing Road Rehabilitation Project Phase 1, and Eastside Lane Rehabilitation Project Phase 2; additionally completed an IJA application to replace bridges on Cunningham Lane, Larson Lane, and McGee Creek at Crowley Lake Drive.
- Completed the required reporting for the SB 1 and RMRA allocations for FY 23-24
- Ongoing maintenance of public information of road closures during winter conditions.
- Creation of geospatial analysis and a map of roadways that occur on Inyo National Forest lands to clarify ownership issues and assist with discussions of maintenance.
- Collection and computation of traffic data for Twin Lakes Road, South Tufa, and Cemetery Road.
- Development and deployment of the County road reporting system (<https://monocounty.ca.gov/roads>), including a road closure application.
- Completion of road assessments to inform the StreetSaver program at various destinations in the Town of Mammoth Lakes
- Coordination of community traffic issues and illegal parking in Mono County.
- Approval of the SB 125 allocations for ESTA and YARTS.
- Participation in the 2024 California Transportation Commission (CTC) Townhall in the City of Bishop.
- Ongoing execution of the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) update under a CalOES/FEMA grant award, which included the hiring of a consultant.
- Ongoing administration of the Mono County Local Transportation Commission, including execution of the public involvement program which includes outreach to the communities and Tribes.
- Participation in collaborative forums and meetings on the regional transportation system.
- Completion of the annual unmet transit needs process in partnership with ESTA and Local Transportation Fund (LTF) programming.
- Continued participating in state and regional discussions and forums on transportation funding and new funding programs such as the Infrastructure Improvement and Jobs Act (IJA).
- Continuation of Regional Asset Management Systems.
- Ongoing air quality monitoring and reporting in the Town of Mammoth Lakes.

## Planning Emphasis Areas

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) developed Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by MPOs and RTPAs in preparation of work plans.

### Planning Emphasis Areas

#### *1. Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future*

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shifting to lower emission modes of transportation; and identifying transportation vulnerabilities to climate change impacts and evaluating potential solutions.

#### *2. Equity and Justice<sup>40</sup> in Transportation Planning*

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, Indigenous and Native American persons, Asian

Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities. To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

### *3. Complete Streets*

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles. A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network. Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles. To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

#### *4. Public Involvement*

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable for greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects.

Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

#### *5. Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination*

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies. These can be a useful resource in the State and MPO areas covered by these route analyses.

#### *6. Federal Land Management Agency (FLMA) Coordination*

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMA in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation

services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

#### *7. Planning and Environment Linkages (PEL)*

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

#### *8. Data in Transportation Planning*

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

## Planning Emphasis Areas & OWP Work Elements

Table 3.1 outlines FY 2025/26 OWP Work Elements that address and support each Planning Emphasis Area and FAST Act Planning Consideration. As illustrated below, the applicable PEAs are integrated into Mono County LTC’s FY 2025/26 OWP.

<b>Table 3.1. FY 25/26 OWP Work Elements and Planning Emphasis Areas/Planning Considerations [TO BE UPDATED]</b>	
<b>Planning Emphasis Areas (PEAs)</b>	<b>Work Elements</b>
MAP-21 and Fast Act Implementation	200.1, 700.1
Models of Regional Planning Cooperation	100.1, 200.1, 200.2, 400.1, 800.1, 900.3, 900.5, 900.8
Ladders of Opportunity	100.1, 100.3
Economic Vitality	200.1, 200.2, 900.3 & .4, 900.7
Safety of Transportation Systems	200.2, 400.1, 700.1, 700.2, 900.8
Security of Transportation Systems	100.3, 200.1, 200.2, 400.1
Accessibility and Mobility	200.1, 200.2, 400.1, 700.1, 800.2, 900.3 & .4, 900.6
Environment, Conservation, and Quality of Life	200.2, 200.2, 400.1, 700.1, 800.1, & 900.6
Connectivity of Modes	200.1, 400.1, 700.1, 800.1 & .2, 900.6
Efficient Management and Operations	100.3, 200.2, 700.1, 900.3 & .4
Preservation of Systems	200.1, 400.1, 700.1, 900.3, .4, & .8
Reliability of Systems	200.1, 400.1, 700.1, 700.2, 900.3, .4, & .8
Enhance Travel and Tourism	200.1, 700.1, 700.2, 800.2, 900.6

### FY 2025/26 OWP

The Mono County LTC’s planning activities are divided into eighteen (18) Work Elements, which are funded through a combination of RPA and PPM dollars. Table 4.1 lists the Work Elements and their total estimated cost. The following pages contain a detailed description of each of the work elements for the OWP, including work tasks, work products, estimated benchmarks, and estimated costs. Presently, the Mono County LTC intends to use all of its 25/26 OWP allocation.

**[PLACEHOLDER: TABLE 4.1, BUDGET BY WORK ELEMENT]**

### Invoicing & Reimbursement

The OWP is a reimbursement-based program on eligible activities contained in the adopted program. The two main funding sources include the Rural Planning Assistance (RPA) and Planning Programming and Monitoring (PPM) allocations. The request for reimbursement process is outlined below:

All costs and a description of work performed need to be submitted to LTC staff by the 15th day following the quarter end or the next business day if the 15th falls on a weekend/holiday. Late submittals will not be included.

## Overall Work Program FY 2025-2026

Q1 = July 1 – Sept 30

Q2 = October 1 – December 31 Q3 = January 1 -March 31

Q4 = April 1 – June 30

Full requirements for billing submittals are provided in Appendix A.



## Work Element 100 – Agency Administration and Management

The tasks in this Work Element cover activities related to the overall administration of the LTC's transportation planning program. All tasks are annual or ongoing activities undertaken to maintain compliance with regulations, organize and manage activities, and staff training.

### 100.1. General Administration and Management

Purpose: This task includes general administrative functions related to transportation planning and implementation of the Regional Transportation Plan goals and policies. This may include preparation of Commission agendas, reports, public noticing, and other administrative functions of the Commission.

Previous Work: Work includes agendas, minutes, reports, public notices, meeting recordings and postings, coordination meetings, and general coordination for the transportation planning activities of staff and the LTC.

#### Task Elements:

- Monthly and as needed coordination meetings between staff, Caltrans, the Commission Chair, and others to set meeting agenda items (LTC staff).
- Development of the agenda, minutes, staff reports, and other documentation for meetings, and coordination of meeting logistics (LTC staff).
- Publication of meeting materials and other outreach/communication to support Brown Act compliance and public engagement (LTC staff).
- Management and administration of budgets and agreements (LTC staff).
- LTC support, such as providing staff reports, researching LTC/RTPA issues for LTC Commissioners, preparation of LTC or Board of Supervisor meeting materials, and attendance at LTC regular and special meetings (as needed, LTC staff).

#### Expected Products:

- Monthly meetings, including agenda, staff reports, and supporting materials.
- Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management and invoicing for LTC, as needed.
- Posted meeting recordings, posted meeting materials for public accessibility.
- Agendas and meeting materials, including notification to Tribes and a public email distribution list, as well as posting on a public website, to facilitate public engagement.

Estimated Benchmarks: Ongoing for the complete Fiscal Year.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 100.2. Overall Work Program Development and Administration

Purpose: This task includes administration of FY 2025/2026 OWP and development of the FY 2026/2027 OWP by LTC staff in cooperation with other local, state, or federal agencies. This task also includes OWP amendments, as needed.

Previous Work: This WE includes reporting on amendments to the FY 2024/2025 OWP, quarterly reporting and billing for the FY 2024/2025 OWP, and development of the FY 2025/2026 OWP.

### Task Elements:

- Closeout of the FY 2024/2025 OWP (annually, LTC staff).
- Administration of the FY 2025/2026 OWP, including staff coordination meetings and amendments (as needed, LTC staff).
- Quarterly reporting of FY 2025/2026 OWP progress and billing (quarterly, LTC staff).
- Development and preparation of the FY 2026/2027 OWP (annually, LTC staff).
- Conduct public outreach, including notification of input opportunities to the public and invitations to the Tribes to participate (as needed, LTC staff).
- Track expenditures, staff time, and work element progress to inform staff work flow and direct resources effectively (as needed, LTC staff).

### Expected Products:

- Prior FY 2024/2025 OWP deliverables and closeout report.
- FY 2025/2026 OWP quarterly reports.
- Amendments and budget adjustments to the FY 2025/2026 OWP, as needed.
- An adopted FY 2026/27 OWP.
- Notifications to the Tribes and the public as part of the public involvement process.
- Standardized financial tracking and quarterly billing system/program, as needed.

Estimated Benchmarks: Ongoing for the complete fiscal year.

- FY 25-26 quarterly reporting due by July 31, 2025; October 31, 2025, January 31, 2026; and April 30, 2026.
- Implement financial tracking and billing program by June 2026.
- Notifications due to the Tribe and public on the Draft FY 2026/2027 OWP by March 2026; notifications due to the Tribe and public on the Final FY 2026/2027 OWP by June 2026.
- The Draft FY 2026/2027 OWP is due March 2026; the Final FY 2026/2027 OWP is due June 2025.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

### 100.3. Training and Professional Development

Purpose: This task includes training and professional development opportunities related to transportation planning for LTC staff. Staff must be up to date on current federal, state, and local regulations and policies that relate to and affect transportation. Training may include topics related to SB 1, SB 125, AB 744, SB 743, Transportation Development Act (TDA), Manual on Uniform Traffic Control Devices (MUCTD) requirements, Local Assistance, Federal Highway Administration (FHWA), Caltrans, complete streets design and best practices, best practices for public meetings and outreach, and others.

Previous Work: The majority of staff training has fallen under specific topics in other work elements, e.g., OWP development, grant programs, transit, IJJA, etc. Some grant program training, AB 744 webinars, and in-house training by senior staff on LTC procedures were billed to this WE in 24-25.

Task Elements:

- Attendance by staff at necessary workshops, conferences, webinars, and/or other transportation planning including non-motorized uses and events, as opportunities are available (as needed, LTC staff).
- In-house training on transportation planning (as needed, LTC staff).

Expected Products:

- Attendance of training events.

Estimated Benchmarks: Ongoing for the complete Fiscal Year, dependent on when trainings are offered.

Estimated Completion Date: June 2026

Funding **[TO BE UPDATED]:**

## Work Element 200 – Regional Transportation Series

The tasks of this Work Element are to maintain, monitor, and amend as needed the Regional Transportation Plan (RTP). This task is performed cooperatively by LTC staff. The series includes RTP development, monitoring, and multi-modal planning efforts.

### 200.1. Regional Transportation Plan

Purpose: The purpose of an RTP is to provide a clear vision of the regional transportation goals, objectives, and strategies, while balancing State and Federal transportation goals. This Work Element also coordinates other agency documents that are transportation-related, such as the Housing Element which coincides with the RTP update every eight years.

Previous Work: The RTP was updated in 2024 and adopted. Work included review of the RTP, updating data and applicable state policies, coordination with transportation and transit agency partners, outreach to stakeholders and the public including multiple discussions with Regional Planning Advisory Committees (RPACs), specific outreach within the Town of Mammoth Lakes, notification to Tribes and meetings to confer (as requested), outreach to federal agency land managers, coordination with Caltrans when needed, and cataloging potential issues and/or studies to incorporate into future RTP updates or OWP Work Elements.

#### Task Elements:

- Evaluate, research, revise, and implement transportation policies. This includes identification of future transportation needs and improvements (as needed, LTC staff).
- Maintain the RTP between adoption cycles by identifying and addressing new/revised content, project and program priorities, data or policy gaps, organization for clarity and effectiveness, etc. (as needed, LTC staff).
- Ensure consistency with the Housing Element and General Plan, Town and County Capital Improvement Programs (CIPs), state and federal planning documents, etc. (as needed, LTC staff).
- Execute the public involvement program. This includes continuation of outreach to community groups on transportation-related topics through the Regional Planning Advisory Committees (RPACs) and other public forums (monthly, LTC staff).
- Facilitate community engagement with Tribes on transportation-related topics (as needed, LTC staff).
- Maintain current Airport Land Use Compatibility (ALUC) Plans and other airport planning documents, and potentially with Federal Aviation Administration (FAA) funding (as needed, LTC staff).

#### Expected Products:

- Agendas and minutes from meetings with Regional Planning Advisory Committees (RPACs) and/or other stakeholders on transportation-related issues.

## Overall Work Program FY 2025-2026

- Documentation of outreach to the Tribes.
- Documentation of issue identification, processes/programs to develop policies as needed.
- Refinement of the 2024 Regional Transportation Plan (e.g., develop prioritized project lists, consolidate similar sections and eliminate outdated language, incorporate RTIP cycles).
- Grant funding for Airport Land Use Compatibility (ALUC) Plan updates.

Estimated Benchmarks: Ongoing for FY 25-26 except as specified below.

- Incorporate 2026 RTIP programming by Dec. 2025.
- Determine if ALUC Plan update funding is available by Feb. 2026 for programming in the FY 26-27 OWP.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 200.2. Regional Transportation Plan Monitoring

Purpose: Regional transportation is a changing environment that must be monitored to remain up to date on legislation, funding opportunities, and current planning efforts. The purpose of this Work Element is for Mono County and the Town of Mammoth Lakes to stay current on State and Federal legislation, statutory requirements, and policies to maintain a current RTP, and research funding opportunities and develop and submit applications to implement the RTP. Many of these programs and funding opportunities are the result of staff participation with stakeholders and collaborative forums, such as Caltrans, the California Transportation Commission, Rural Counties Task Force (RCTF), Equity Task Forces, CalSTA, etc.

Previous Work: Current examples of legislation and policy tracked under this work element include the Bipartisan Infrastructure Law (BIL); Infrastructure, Investment and Jobs Act (IIJA); Climate Action Plan for Transportation Infrastructure (CAPTI), Caltrans Strategic Investment Strategy (CSIS); AB 1121 Transportation Needs Assessment Report; and Yosemite Visitor Access Management Plan. Applications were submitted to the following grant programs, including the Federal Highway Administration (FHWA) Wildlife Crossing Pilot Program (WCPP) grant, the FHWA Request for Nominations for Alternative Fuel Corridors (AFC), and two ESCOG corridor grant applications (one state, one federal). Additional grant opportunities were researched, such as the Sustainable Communities Transportation Planning grant, but applications were not submitted.

### Task Elements:

- Track and comment on state and federal transportation legislation, which includes participating in advocacy efforts (as needed, LTC staff).
- Track, participate in, and serve on working groups, such as BIL & IIJA workgroups, CalSTA workshops and groups, etc. when meetings are called (as needed, LTC staff).
- Review California Transportation Commission (CTC), and other Caltrans plans and policy changes (as needed, LTC staff).
- Review and ensure consistency between the RTP and RTIP (as needed, LTC staff).
- Debrief on fire and winter storm events/hazards as needed (LTC staff and Caltrans D09 staff).
- Develop talking points for Commissioners that include documentation, data, and a consistent narrative to educate and communicate to state and federal agencies and officials about Mono County's rural transportation needs, context, and realities, including challenges resulting from a changing climate (as needed, LTC staff).

### Expected Products:

- Grant applications, if submitted.
- Comment letters on state and federal transportation legislation or issues.
- Talking points, as needed and/or requested by Commissioners.

Estimated Benchmarks: Ongoing during FY 25-26.

- Grant applications as funding availability is released and grant deadlines are set.
- Review of legislation occurs throughout the year, comment letters and talking points are developed as needed and in response to comment deadlines and advocacy opportunities.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## Work Element 400 – Grants

The purpose of this Work Element is to support a Federal Emergency Management Agency (FEMA) and California Governor’s Office of Emergency Services (CalOES) Hazard Mitigation Planning Grant. This one-time grant and the Work Element will be removed in June 2026 upon completion of the update and grant close out.

### 400.1. Mono County & Town of Mammoth Lakes Multi-Jurisdictional Hazard Mitigation Plan/ Hazard Mitigation Planning Grant

Purpose: This grant will update Mono County and Town of Mammoth Lakes Multi-Jurisdictional Local Hazard Mitigation Plan (MJHMP). A consultant will be under contract to conduct the update with the assistance of Mono County staff. The RPA funding provides only 10% of the total funding to complete the MJHMP. The remaining funding is from a Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) grant.

RTP Consistency: The RTP recognizes that the transportation network has the potential to be impacted by various hazards that are inventoried, assessed, and mitigated in the MJHMP.

- The RTP states that the MJHMP is used to identify neighborhoods and communities needing emergency access and identifies potential routes.
- Under the discussion of the Mono County and Town of Mammoth Lakes Emergency Operations Plans (EOPs), the RTP recognizes potential transportation related hazards such as earthquakes, volcanic eruptions, floods, and hazardous material transport.
- The RTP recognizes the implications of climate change on hazards and notes that the MJHMP includes a climate change vulnerability assessment.
  - Objective 9.A.7. Reduce transportation-related hazards such as existing flooding, which may be increased by climate change.
- The needs assessment identifies the need to address emergency preparedness and emergency response for the regional transportation system, identify alternative access/emergency routes, and address avalanche hazards that may impact the local street and road network.
- Wildlife collisions are a hazard unique to rural areas, are addressed in the MJHMP, and planning/mitigation for these hazards are addressed in the RTP.

Previous Work Completed: Task Elements 1-3 have been largely completed, although some work on Task #3 may continue into FY 2025-2026. Work has been completed under Task #7 (outreach) and #10 (grant management and reporting) and will continue throughout the life of the project.

#### Task Elements:

1. Planning Process (County and Town staff)
  - a. Assemble Project Management Team
  - b. Conduct Procurement for Consultation



2. Hazard Identification (consultant with County and Town staff review)
  - a. Community Profiles
  - b. Hazard Profiles Development
3. Risk Assessment (consultant with County and Town staff review)
  - a. Wildfire Hazards Assessment
  - b. Emergency Access Routes
  - c. Vulnerability Assessment
  - d. Critical Facilities Loss Estimate
  - e. Land Use Development Trends
4. Mitigation Strategy (consultant with County and Town staff review)
  - a. Mitigation Goals and Objectives
  - b. Mitigation Strategies and Actions Development
  - c. Mitigation Action Matrix Development
5. Plan Preparation (consultant with County and Town staff review)
  - a. Capabilities Assessment
  - b. HMP Team Meetings
  - c. Plan Maintenance
6. Plan Drafting (consultant with County and Town staff review)
  - a. Draft MJHMP
  - b. Review Draft MJHMP & Receive Input
  - c. Draft Final MJHMP
7. Public Outreach/Meetings/Public Hearings (County and Town staff with consultant assistance)
  - a. Identify Mechanisms for Collecting Public Comment and Development of Web Content/ Outreach Materials
  - b. Community Meetings
8. Plan Adoption (consultant, County and Town staff)
  - a. Submit Final Plan for State Review
  - b. Adoption Presentations
  - c. Facilitate Special District Adoption (As Needed)
9. Closeout/Grant Administration (Covered by Subrecipient Management Cost (SMRC) (County staff)
10. Quarterly, Annual & Closeout Reporting/Deliverables (County and Town staff)

Expected Products:

- Meeting agendas, data collection, outreach efforts, and stakeholder groups, including Tribes.
- Draft and final plan
- Grant administration and final closeout

Estimated Benchmarks:

## Overall Work Program FY 2025-2026

- Steering Committee meetings, studies, draft updates – September to March 2025
- Draft MJHMP – February to May 2025
- Review Draft MJHMP & Receive Public Input – June 2025
- Final MJHMP – July 2025
- Final MJHMP Submitted to CalOES - July 2025
- Adoption Presentations for the Town of Mammoth Lakes and Mono County ty – September 2025
- Scope of Work Completion (CalOES Due Date) – March 16, 2026
- Closeout and Reimbursement Claims (CalOES Due Date) – May 15, 2026
- FEMA/CalOES HMP Grant Expiration– June 14, 2026

Estimated Completion Date: May 15, 2026

Funding: **[TO BE UPDATED]**

## Work Element 700 – Regional Transportation Improvement Program (RTIP) and Project Development Series

The RTIP and Project Development Series is the design and programming of various work elements for projects that are ready for construction funding. The funding may come from a variety of federal, state, or local sources, such as FTIP, STIP, SB 1, or grants.

### 700.1. RTIP

Purpose: The RTIP is a two-year planning and programming document that is adopted in odd calendar years. The funds can be used for road, transit, bike, and pedestrian construction projects in Mono County and the Town of Mammoth Lakes. The funding comes from a variety of federal, state, and local sources. Regional and local projects cannot be programmed in the State Transportation Improvement Program or allocated by the California Transportation Commission (CTC) without an up-to-date RTIP.

#### Previous Work:

- FY 24-25 was in between RTIP cycles. Maintenance of adopted RTIPs, review of amendment proposals as needed, and project implementation.
- Administrative support of the multi-agency collaborative working group on the US 395 Mammoth Lakes Wildlife Crossing project, including additional grant applications (under WE 200.2), stakeholder outreach, and field trips. For the FY 25-26 OWP, work on the Wildlife Crossing project has been moved to WE 800.1, Interregional Planning.

#### Task Elements:

- Develop and adopt the 2026 RTIP and ensure consistency with the 2024 RTP and CTC Guidelines (LTC staff).
- Develop programming needs and/or projects for future RTIP cycles (as needed, LTC staff).
- Collaboration on interregional and interagency projects of significance and consistency with the RTP, such as the Mammoth Lakes Wildlife Crossing project and MOU projects (e.g., North Conway climbing lanes).
- Monitor and amend the adopted RTIPs (as needed, LTC staff).

#### Expected Products:

- Eastern Sierra Wildlife Stewardship Team (ESWST) meeting agendas and materials, and LTC project outreach and input at applicable stages of development.
- Adoption of 2026 RTIP.
- Amendments to adopted RTIPs, as needed.

## Overall Work Program FY 2025-2026

- Execute the public involvement program at appropriate stages in the planning process, which includes input from the public, stakeholders, and Tribes.

Estimated Benchmarks: Ongoing in FY 25-26 unless otherwise specified below.

- Quarterly ESWST meetings.
- Studies for interjurisdictional projects as opportunities arise and as needed. The timeline is driven by any given project's collaborative partnership.
- 2026 RTIP Adoption (Dec. 2025).

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 700.2. Project Development and Project Study Reports

Purpose: This Work Element will develop Project Initiation Documents (PID) and Project Study Reports (PSR) for future construction programming. PIDs are planning documents used to determine the type and scope of a project. PSRs are a type of PID document that include engineering reports on the scope, schedule, and estimated cost of a project. A PSR is used to program the project for State Transportation Improvement Program (STIP) funding.

PID and PSR work under this Work Element can also include development of bridge projects under the Highway Bridge Program (HBR), road safety projects under the Highway Safety Improvement Program (HSIP), trail projects with Active Transportation Program (ATP) or Recreational Trails Program (RTP) funding opportunities, and other transportation needs.

Previous Work: PSRs to support RTIP funding in 2023. Examples include Long Valley Streets PSR, Airport Road PSR, TOML Local Roads PSR, TOML John Muir Road Drainage Improvements PSR, Benton Crossing Road Rehabilitation Project Phase 1 PSR, and Eastside Lane Rehabilitation Project Phase 2 PSR, as well as an IIJA application to replace bridges on Cunningham Lane, Larson Lane, and McGee Creek at Crowley Lake Drive.

### Task Elements:

- Complete PIDs and PSRs, including the necessary engineering and technical studies (as needed, Town and County Public Works staff).
- Completion of proposed project funding applications and other documents as required by the specific funding program (as needed, Town and County Public Works staff).
- Conduct public outreach, including the Tribes, and research to support the development of PSRs and PIDs as needed (as needed, Town and County Public Works staff).
- Maintain a list of fundable and construction-ready projects (as needed, Town and County Public Works staff).
- Review emergency access routes for PSR development consistent with the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) (as needed, Town and County Public Works staff, and LTC staff).
- Update existing PSRs as needed for the 2026 RTIP cycle (as needed, Town and County Public Works staff).
- Meet any new documentation and/or funding requirements of BIL and IIJA, and other funding sources (as needed, Town and County Public Works staff).

### Expected Products:

- Initiate the Benton Crossing Road Rehabilitation Project Phase 2.
- Complete PSRs for the unincorporated county which may include Topaz Lane, Cunningham Lane, Larson Lane, Lower Rock Creek Road, Owens River Road, and others as needed.

## Overall Work Program FY 2025-2026

- Complete PSRs for the Town of Mammoth Lakes which may include the Old Mammoth Road Multi-use path, Chateau Road Rehabilitation, Lakeview Blvd Rehabilitation, and others as needed.

Estimated Benchmarks: Ongoing for FY 25-26 except as listed below.

- PIDS/PSRs for projects to be programmed in the 2026 RTIP: Dec. 2025.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED – PPM Funds]**

## Work Element 800 – Regional Transportation Planning Series

This Work Element is to improve multi-modal access and coordination of transportation issues between the Eastern Sierra and other regions, such as Nevada, Southern, and Central California. Interagency partners include Bureau of Land Management (BLM), Los Angeles Department of Water and Power (LADWP), National Park Service (NPS), U.S. Forest Service (USFS), Kern Council of Governments (Kern COG), San Bernardino County Transportation Agency (SBCTA), and Inyo County LTC.

### 800.1. Interregional Planning

Purpose: This Work Element includes coordinating with other transportation agencies and forums in the region, such as Rural Counties Task Force (RCTF), Kern COG, and Inyo County LTC, on current issues, funding opportunities, and multi-jurisdictional projects such as MOU projects and the Mammoth Lakes Wildlife Crossing project. Kern COG, SBCTA, Inyo, and Mono LTCs make up the Eastern California Transportation Planning Partnership.

Previous Work: Staff tracking, participation, and attendance of RCTF meetings, Collaborative Planning Team meetings which include Tribes; Inyo County LTC meetings, etc., and the initiatives developed by these groups.

#### Task Elements:

- Participate in collaborative transportation planning forums and meetings, such as Eastern California Transportation Planning Partnership, RCTF, the CPT, and other regional efforts when meetings are called. Tribes are formal participants of the CPT and receive all meeting notices and materials (as needed, LTC staff).
- Engage with transportation entities and NGOs specializing in transportation on collaborative efforts to support Mono County LTC goals and policies (as needed, LTC staff).
- Coordinate with statewide, regional, and local planning agencies on current and future Capital Improvement Projects (CIPs) and Memorandum of Understanding (MOU) projects, such as North Conway Truck Climbing Lane and US 395 Mammoth Lakes Wildlife Crossing project (as needed, LTC staff).

#### Expected Products:

- Meeting agendas and minutes from the RCTF, CPT, and other discussions related to interregional transportation planning.

Estimated Benchmarks: Ongoing for FY 25-26 except as listed below.

- Organization of quarterly CPT meetings.
- Quarterly Wildlife Crossing project meetings, and any project products.

## Overall Work Program FY 2025-2026

- Feasibility or other studies to advance MOU and other interjurisdictional projects (e.g., the North Conway Truck Climbing Lane, Mammoth Lakes Wildlife Crossings).

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**



## 800.2. Regional Transit Planning and Coordination

Purpose: Coordination on transit and transit related issues and/or policies with Eastern Sierra Transit Authority (ESTA), Yosemite Area Regional Transit System (YARTS), and any other transit providers. This may include holding public transit workshops to identify transit issues, unmet needs, planning additional service routes, and coordination between transit operators, entities specializing in transportation, and the Mono County LTC.

RTP Consistency: The annual unmet transit needs assessment provides public input on region-wide transportation issues and/or concerns as required by the RTP and the State Transportation Development Act (TDA). The RTP recognizes that, “transit needs may be assessed in terms of those segments of the population that are dependent on some form of public transportation. In Mono County, these are generally young people, seniors, disabled persons, or low-income persons.” Some funding from the Local Transportation Fund (LTF) is available to help support the unmet transit needs assessment. This Work Element relates to the following sections of the RTP:

- Objective 1.C.1. Accommodate future circulation and transit demand by using existing facilities more efficiently or improving and expanding them before building new facilities.
- Objective 1.F.3. Require new specific plans to contain a detailed plan, including financing arrangements, for local roadway and transit improvements (as applicable).
- Objective 2.A.1. Seek partnership opportunities for the following projects:
  - Improvements to Mammoth Yosemite Airport;
  - Countywide bicycle and pedestrian trail development;
  - Pedestrian improvements in community areas;
  - Scenic Byway implementation;
  - Zero-emissions alternative fuels implementation;
  - Transportation options/improvements to Bodie State Historic Park, Eastern Sierra Transit System, YARTS, and other regional transportation projects as applicable.
- Objective 2.C.2. Develop bicycle, pedestrian, parking, trail, and transit facilities that enhance accessibility to and around community areas and recreation destinations and manage off-highway vehicle (OHV) use.
- Objective 4.E.1. Work with local transit agencies (YARTS and ESTA) to increase the number and frequency of routes, or capacity of Dial-A-Ride programs serving Mono County.
- Objective 4.E.2. Continue to monitor the feasibility of a shuttle service connecting hotels, resorts, and campgrounds to locations such as June Lake Beach, Bodie, Mono Lake, and the June Mountain Ski Area through the Unmet Transit Needs process.

The Mono County LTC recognizes the importance of modern transit facilities and operations, including, but not limited to, zero-emission fleet and alternative fuel infrastructure, regular maintenance and replacement of transit vehicle fleets, ITS, infrastructure such as maintenance bays, and asset management plans. Transit fleets face unique challenges in the rural context of Mono County with a harsh operating environment that includes snowfall, long distances to

urbanized areas, significant elevation changes and sustained road grades, and other unique features of mountainous and high desert landscapes. ESTA and YARTS are the two public transit service providers in Mono County and the Town of Mammoth Lakes.

Previous Work: Unmet transit needs assessment and submittal to the state in partnership with ESTA; general support of transit planning issues including zero-emission fleets and alternative fuel infrastructure, bus stop types and locations as related to housing programs, capital assets, route planning, funding, etc.; participation on YARTS Advisory Board; participation in YARTS's short-range transit plan update; received confirmation of fund allocation for YARTS and ESTA under SB 125.

Task Elements:

- Attend stakeholder meetings with ESTA and YARTS and attend relevant advisory board meetings (as needed, LTC staff).
- Conduct community outreach on transit services and for the Unmet Transit Needs process in partnership with ESTA, YARTS, the Town of Mammoth Lakes, RPACs, Tribes, and other interested stakeholders, including nonprofits (annually, LTC staff).
- Meet with Social Service Technical Advisory Committee (SSTAC) members (annually, LTC staff).
- Incorporate Intelligent Transportation System (ITS) policies into relevant transportation plans in partnership with ESTA and YARTS (as required, LTC staff).
- Participate in general transit planning for ESTA and YARTS which may include discussions about funding, grants opportunities and applications, Short-Range Transit Plan updates, and other strategic planning workshops (as needed, LTC staff)
- Catalog zero-emission fleet needs and participate in developing solutions for ESTA and YARTS (as needed, LTC staff).
- Provide support to ESTA and YARTS in improving and maintaining capital assets. This includes planning for the replacement and maintenance of the fleet as well as infrastructure and operational needs (as needed, LTC staff).
- Track and engage in emerging transit opportunities (as needed, LTC staff).

Expected Products:

- Documentation of input from the Social Services Transportation Advisory Council (SSTAC) and communities on unmet transit and other transportation needs in Spring 2026.
- Unmet transit needs process, including identification and addressing of unmet needs, public hearing, adoption of an unmet transit needs resolution, and transmittal to state in compliance with the Transportation Development Act in Spring 2026.
- Identification of any general or contractual transit needs or service issues.
- YARTS participation, including sitting on the Advisory Committee and consideration of annual operating schedules or funding. Operating days are dependent on the annual opening of Tioga Pass.

## Overall Work Program FY 2025-2026

- Annual allocation of STA and LTF funds.
- Coordinate with ESTA and YARTS on zero-emission fleets and infrastructure, including SB 125 funding.

Estimated Benchmarks: Ongoing for FY 25-26 except as listed below.

- Complete the unmet transit needs process, including outreach to the Tribes and submittal to the State, by June 2025

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## Work Element 900 – Asset Management

Mono County and the Town of Mammoth Lakes base operational decisions and work priorities on data. For the past two decades, the organizations have incrementally developed a comprehensive enterprise-scale GIS asset management database to house the information necessary to make those decisions and continue to prioritize work efforts to keep the information up to date. Mono County is also utilizing land surveys and AutoCAD to develop a database of all county-maintained roads, road horizontal alignments, vertical alignments, and roadside infrastructure.

This is fundamentally important to strive for data-driven decision making to manage transportation and multi-modal assets throughout the region. There is an ongoing commitment of staff resources and funding to ensure the appropriate data needed to drive and carry out projects and address relevant road safety issues, including trails and multi-modal projects.

At the core of this work is a series of transportation and asset management datasets which contain information on a variety of elements which exist within the right of way and are managed as part of our overall transportation and mobility infrastructure. To adequately perform planning work for future efforts, we must continue to maintain this data to ensure that we have the right information to help with our decision-making.

### 900.1. Planning, Monitoring, and Traffic Management Issues

Purpose: The purpose of this Work Element is to provide for the planning, review and monitoring of various transportation improvements and traffic management issues. These tasks support local and regional transportation planning including safety, multimodal infrastructure, vehicle use, vehicle miles traveled, bike and pedestrian counts, etc.

Previous Work: The Town of Mammoth Lakes completed road assessments to inform the StreetSaver program and survey data collection on trail usage, pedestrian and bike counts, and traffic data at various recreational destinations throughout Town. Mono County worked on illegal parking and usage of RVs and coordination of community traffic issues such as Walker Main Street, Lee Vining Main Street, Bridgeport Main Street, and June Lake SR 158 road closure signs. Main Street engagement is being moved to WE 900.7 for FY 2025-2026.

#### Task Elements:

- Conduct applicable reviews and studies of community transportation issues, such as analysis of non-motorized features and connectivity issues/problems, community discussions related to transportation operations or features, etc. (as needed, Town and County Public Works staff).
- Perform studies such as: traffic volume, speed studies, turning movements, VMTs, parking, intersection analysis, staging areas, and sight distance studies (as needed, Town and County Public Works staff).

## Overall Work Program FY 2025-2026

- Conduct pedestrian / bike user counts (as needed, Town and County Public Works staff).
- StreetSaver data collection, road assessments, ADA assessments and project prioritization (as needed, Town and County Public Works staff).
- Complete necessary engineering and technical studies to support the development of PSR's and PID's (as needed, Town and County Public Works staff).
- Completion of proposed project funding applications and other documents as required by the specific funding program (as needed, Town and County Public Works staff).

Expected Products:

- Studies and assessments in the Town of Mammoth Lakes, such as the Village traffic Cut-through study and Sierra Park & Tavern Rd intersection analysis & warrant study, among others as identified and needed.
- Studies and assessments in Mono County, such as a paid parking model in June Lake Village, parking/staging area assessments for various uses and overnight parking uses such as RVs used as residences.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 900.2. Regional Data Collection Equipment

Purpose: This Work Element will purchase equipment (hardware and software) for counting vehicles, cyclists, Off Highway Vehicles (OHV), and pedestrians; and maintaining a regional data collection program to support current monitoring and transportation planning activities.

RTP Consistency: Data collected through purchased equipment will be used to analyze the use (number, patterns, and trends) of various transportation facilities, including sidewalks, system trails, and roadways, and will be used to aid in planning future transportation policies, programs, and capital projects to improve safety and reduce vehicle use at the local level. The WE provides quantifiable data in order to meet the needs of a multi-modal transportation network. This supports Goal 12 which states, "provide for the use of non-motorized means of transportation, which increases the proportion of trips accomplished by biking and walking, increases the safety and mobility of non-motorized users, enhances public health, and provides a broad spectrum of projects to benefit many types of active transportation users."

This WE also accounts for the deployment, management, and analysis of trail and vehicle counters including ongoing data compilation and reports for multi-modal planning and transportation needs related to WE 900.6 - Regional Trails Planning. Many of our multi-use paths (MUPs) and trails provide "commuter" access to major activity nodes like housing, lodging, campgrounds, recreational facilities/destinations, transit stops, and commercial services. This Work Element implements the following RTP sections:

- Objective 1.B.1. Periodically update the long-range regional travel demand by assessing changes in land use, housing and projected demographic changes, conducting travel surveys throughout the county and traffic counts on County roads, and by incorporating data from Caltrans' traffic monitoring system and traffic census program (e.g., Average Daily Traffic (ADT) volumes for state highways). M.12.1.2. Action: Increase the availability of transit services by working collaboratively with other agencies and organizations.
  - Work with Eastern Sierra Transit Authority and Mammoth Mountain Ski Area to improve transit ridership data collection for use in evaluating transit priorities and investment areas.

Previous Work: Mono County has purchased and deployed counters for traffic data collections and trail usage counts to understand trailhead parking/circulation needs. It is evident that additional trail and or vehicle counters and routine system monitoring are required for useful data collection to inform transportation and other WE planning needs and tasks. Mono County purchased the Streetsaver pavement management annual subscription and purchased Streetsaver's mobile rater app which is used to enter road assessment data in real time in the field. The Town purchased two Jamar traffic monitoring systems that are used to collect vehicle speed data.

Task Elements:

- Purchase, deploy, and manage new and replacement data collection equipment, hardware, and software, and ongoing monitoring and maintenance (as needed, Town and County Public Works staff).
- Analysis of trailhead and traffic monitoring data to identify road system improvement needs, prioritize maintenance and upgrades, manage traffic and transportation issues, etc. (as needed, Town and County Public Works staff).
- Purchase and maintain equipment for the Streetsaver program and purchase/subscribe to software (as needed, Town and County Public Works staff).
- Execute the trailhead data collection program, which may include surveys and cell phone data, at high use recreation areas to inform future management of the transportation system accessing these destinations (as needed, Town and County Public Works staff).

Expected Products:

- Purchase and installation of data collection equipment and software for traffic, trailheads, and staging areas, as needed.
- Maintenance of traffic data collector data plans and subscriptions, including Town and County annual Streetsaver subscriptions.
- Collection of data at trailheads/destinations and along transportation routes, including via survey, cell phone, trail counters, and other appropriate data.
- Request for proposals for consultants to deliver data collection and/or analysis.
- Management (via consultant as needed) of existing data collection devices.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

### 900.3. Regional Asset Management System – RPA

Purpose: This work element provides a comprehensive and consistent program around asset management for both the Town and County to provide data and information on the state of transportation infrastructure to prioritize needs for future project planning.

RTP Consistency: This work element covers staff time necessary to continually develop and maintain an inventory of Right-of-Way, encroachments, culverts, signs, guardrails, and other transportation issues or facilities to have the best possible data on current and or future projects. This quantitative baseline data helps staff analyze and prioritize potential projects. This information is for planning purposes and not project implementation. Work Element 900.4 is implementation based and a different funding source.

This Work Element implements the following RTP sections:

- The County is continuing to fund the update and maintenance of its GIS for transportation planning purposes.
- The RTP acknowledges that “GIS mapping of the county and the town will enhance and support alternative route awareness for emergency responders and incident locations. The Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) identifies neighborhoods and communities needing emergency access and identifies potential routes. ”
- On County roads, the primary needs for local streets and roads are snow removal, regular pavement maintenance and major rehabilitation. Heavy snowstorms, rapid freeze-thaw deterioration and heavy visitor traffic create an unusually high demand for snow removal and regular annual maintenance. The Public Works Department maintains and updates annually a snow-removal priority list for County roads.
- Objective 22.I. Utilize technological advances to reduce demands on local roads and transportation facilities, and to provide convenient road and tourist information to area travelers.
- Policy 22.I.1. Utilize technological advances to disseminate travel information in the region.

Previous Work: Ongoing work to develop and maintain an Asset Management System to help inventory and track transportation infrastructure. Examples of work completed include: maintenance of public information of road closures during winter conditions; geospatial analysis and creation of a map of roadways that occur on Inyo National Forest lands to clarify ownership issues and assist with discussions of maintenance; annual Mono County maintained mileage determinations; quantitative data collection and traffic data computations for Twin Lakes Road, South Tufa, and Cemetery Road; development and deployment of the County road reporting system (<https://monocounty.ca.gov/roads>); and development of a road closure app.



Task Elements:

- Catalog and report all transportation related infrastructure and assets as a baseline quantitative data set. These may include ROWs, culverts and drainage, signs, traffic counts/data, alignment data and land surveys, lane miles, trail segments, signs, kiosks, staging areas and infrastructure, and non-motorized facilities, etc. (as needed, Town and County Public Works staff).
- Coordinate and store regional agency data for traffic counts and traffic data collection (as needed, Town and County Public Works staff).
- Plan and identify locations for obtaining or improving road alignment data (as needed, Town and County staff).
- Integrate linear reference information and survey data into future projects (as needed, Town and County Public Works staff).
- Management and maintenance of joint-jurisdiction GIS database for web-based public reporting of road safety hazards by location in Mono County and the Town of Mammoth Lakes (as needed, Town and County Public Works and IT staff).
- Import of reported traffic collision data and location into GIS (as needed, Town and County Public Works and IT staff).
- Respond to transportation database, reports, and application (app) requests (as needed, Town and County IT staff).
- Update and maintain the transportation system maps and documents (as needed, Town and County IT staff).

Expected Products:

- GIS database for transportation assets, which may result in new transportation maps and updated existing GIS maps, including updated transportation and attribute data.
- Quantitative data for transportation uses to be used in road transport project PSRs and road safety assessments.
- An assessment and prioritization of the assets for maintenance (e.g., a decision tool) using the collected data.
- Annual development and submittal of County maintained road mileage and County snow removal priority map.
- Ongoing reporting system of road safety hazards and dissemination tools, such as app development.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 900.4. Regional Asset Management System – PPM

Purpose: This Work Element provides a comprehensive and consistent regional program around asset management leading directly to project implementation.

This work element covers staff time necessary to continually develop and maintain an inventory of road horizontal and vertical alignments, Right-of-Way, topography, encroachments, culverts, signs, and other transportation issues or facilities to have the best possible data on current and future projects. This quantitative data is used for project development such as PIDs and PSRs.

Previous Work: On-going work to maintain an Asset Management System to help inventory and track transportation infrastructure. This data is used to inform and address safety needs, develop PIDs, PSRs, and capital projects. This work is ongoing and will most likely continue into 2026/2027.

Task Elements:

- Provide reports and evaluations to plan future maintenance in a cost-effective manner (as needed, Town and County Public Works staff).
- Implementation of land surveying to improve road alignment, road elevation data, and roadside infrastructure in AutoCAD database (as needed, Town and County Public Works staff).
- Collection of GIS road data and inventories as needed (as needed, Town and County staff).
- 

Expected Products:

- Asset management data is used to develop PIDs and PSRs.
- Findings are integrated into existing plans such as the five-year Capital Improvement Plan and the Transportation Asset Management Plan.
- Completed road surveys, including horizontal alignments, vertical alignments, planimetrics, and roadside infrastructure.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED – PPM Funds]**

## 900.5. Air Quality Monitoring and Planning – Town of Mammoth Lakes

Purpose: The purpose of this Work Element is to offset a portion of the cost for the daily monitoring and collection of air pollution data in Mammoth Lakes associated with particulate matter created by vehicle use (cinders and tire wear) and other emissions in Mammoth Lakes. The data is utilized to monitor the effects of Vehicle Miles Traveled on air pollution and measure the effects of proposed or implemented transportation infrastructure improvements and maintenance policies. The work effort supports the policies and programs of the Great Basin Unified Air Pollution Control District, which coordinates regional air quality monitoring and improvement programs.

Task Elements & Products:

- Monitor and report air quality in the Town of Mammoth Lakes (annually, Town of Mammoth Lakes staff).

Estimated Benchmarks:

- Complete the FY 2025/2026 Daily Air Pollution Data Report

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 900.6. Regional Trails Planning

Purpose: This Work Element will develop trail projects that enhance community connectivity and revise/implement the Mono County Trails and Bicycle Transportation Plans, which are appendices to the adopted RTP. In Mono County, "trails" (1) may be soft or hard surface and provide access to and between lodging, services, employment, and built or front-country recreation/destination features, etc.; or (2) hiking trails which serve solely a recreational purpose to access natural lands rather than features of daily urban life. This work element relates to the former definition (1). This component may also consider Off Highway Vehicle (OHV) and Over Snow Vehicle (OSV) connections within, adjoining, and between communities with multiple public land management units (combined use roads, strategic staging areas, and transportation/trailhead related needs) to plan multimodal trails and transportation elements that address existing user trends. Data from built and front-country recreation/destination features, such as trailheads, lakes, Mammoth Mountain Ski Area, the ice rink, etc., is necessary to plan for parking and transportation/transit access by visitors, particularly during holidays and weekends when the local population may be more than tripled by visitors. Trail planning within the County will follow existing templates and standards where possible, consistent with those developed by the Town of Mammoth Lakes and federal/state land management units.

### RTP Consistency:

- The RTP states that "action programs for bicyclists, pedestrians, equestrians, Nordic skiers and other non-motorized modes of transportation focus on updating and then implementing the Mono County Trails Plan and Bicycle Transportation Plan, as well as various main street plans, walkable communities studies, and the June Lake Active Transportation Plan."
- Goal 8. Plan and implement a transportation and circulation system that provides for livable communities, while maintaining efficient traffic flow, reducing vehicle miles traveled and alternative transportation modes to the automobile.
- Policy 8.B: Increase safety, mobility and access for pedestrians and bicyclists within community areas.
- Objective 8.B.3. Provide pedestrians and bicyclists with shortcuts and alternatives to travel along high-volume streets; e.g., separate trails along direct routes and new access points for walking and biking.
- Goal 12. Provide for the use of non-motorized means of transportation, which increases the proportion of trips accomplished by biking and walking, increases the safety and mobility of non-motorized users, enhances public health, and provides a broad spectrum of projects to benefit many types of active transportation users.
- Policy 12.A. Develop and implement multi-modal transportation plans, programs and projects for all community areas to provide for the development of well-coordinated and designed non-motorized and motorized transportation facilities.

- Policy 12.D. Plan for and provide a continuous and easily accessible trail system within the region, particularly in June Lake and other community areas (see the June Lake Loop Trails Plan). When possible, use existing roads and trails to develop a trail system. Connect the trail system to commercial and recreational areas, parking facilities, residential areas, and transit services. See the Mono County General Plan Conservation/Open Space Element and the Mono County Trails Plan for additional policies relating to trails.
- Policy 12.E. Develop a safe and convenient bicycle and pedestrian circulation system as a portion of the total active transportation network. Policy 23.B.2. Encourage the use of alternative travel modes for access into Yosemite, including transit and bicycles; e.g., transit riders should have priority access at Park gates and guaranteed access to the Valley. Policy 23.B.3. Promote the Mono Yosemite Trail as an access route for alternative travel modes.
- Objective 25.H. Promote the use of non-motorized forms of transportation to minimize the impact of the automobile in the Village, West Village/Rodeo Grounds, and Down Canyon areas and to create pedestrian-oriented areas.
- Policy 25.H.1. Provide, where feasible, paths for non-motorized modes of transportation (e.g., pedestrians, Nordic skiers or bicyclists) on the right of way separate from auto roadways. These paths should link major lodging and parking facilities with recreational and commercial centers and should be maintained year-round.
- Policy 27.A.2. Identify, formalize and utilize existing trails and pathways for connectivity within communities.

Previous Work: Significant planning efforts and various design standards have been developed by the Town of Mammoth Lakes and Mammoth Lakes Trails and Public Access (MLTPA) in past-planning efforts – consistent with federal/state standards as required.

Mono County met with federal/state land managers and participated in community planning meetings to identify trails and multi-modal transportation needs and trends. Examples include meetings regarding adequacy and the need for staging areas and transportation-related infrastructure and amenities proximal to recreation destinations, exploration of using winter trails as transportation routes to destinations and coordinated planning efforts with several partners in the Towns to Trails planning process.

Mono County, with Community Service Area 1 (CSA 1) and federal agencies, continued exploring the feasibility of connecting trails in the Crowley Lake area to provide safe bicycle/pedestrian corridors. Meetings with the Board Supervisors, RPACs, and U.S. Forest Service, BLM, CDFW, TOML, LADWP, MLTPA MLR, local tribes, SCE, various other representatives, and general public meetings were held or attended to address a spectrum of trail-planning needs throughout the County including the development of wayfinding, vehicle/snow staging areas, and trailhead/transportation needs related to the County trails and bicycle plans. Staff has also met

with various land management agencies, Caltrans, and other stakeholders to discuss transportation issues related to increased access to recreation destinations year-round.

Task Elements:

- Meet and collaborate with community stakeholders, federal/state land managers, Tribes, and relevant regulatory agencies, adjacent counties and others) to ensure cohesive planning and management around uses and users, multimodal features, access points, staging areas, etc., as needed (LTC staff).
- Analysis and evaluation of collected data combined with cloud-based data to better understand user trends and inform planning for regional trails, trailheads and connectivity (LTC staff).
- Implementation of data collection, including GIS, mapping and trail and vehicle counters, for trails management and planning, including planning for future trail alignments, as needed (LTC staff).
- Develop or update safety standards as needed for wayfinding, trail system standards, etc. (LTC staff).
- Develop or update plans as needed, which may include various trails plans, OHV/OSV management plans, the Bikeway Plan, and trail or bikeway planning in specific areas or on specific parcels (LTC staff).
- Support local recreation initiatives and groups with a transportation nexus, e.g., the Eastern Sierra Sustainable Recreation Partnership (ESSRP) and Camp Like a Pro (LTC staff).
- Research grant opportunities and submit applications for recreation management and planning (LTC staff).

Expected Products:

- Conceptual multimodal and trail connections and alignments, access points, staging areas, etc., addressing identified needs.
- Mapping, baseline data, data reports, and studies to inform trail planning and management, including a study to measure and manage trail users.
- Development or updates of standards, including wayfinding and trails standards, as needed.
- Multimodal and trails plans which may include Town of Mammoth Lakes Trails Master Plan, Mono County Trails Master Plan, trails on Doe Ridge, Crowley Lake connector trails, Tri-Valley trails, North County winter recreation plan, Mammoth Creek trails, OHV/combined use roads planning, trail reroutes, refinement or future development of existing plans like the West Walker River Parkway (Mountain Gate) Plan.
- Update the RTP Bikeway Plan.
- Documentation of outreach for public engagement, including Tribes, RPACs, CPT, federal and state agencies, NGOs, the general public, etc.

## Overall Work Program FY 2025-2026

Estimated Benchmarks: Ongoing for the complete fiscal year, many projects will span multiple years.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## 900.7. Community Traffic Calming, Complete Streets and Design Standards

Purpose: Develop and maintain standards for complete streets and traffic calming measures for application in neighborhoods and community areas to increase safety and livability for Mono County communities. RTP policies require transportation improvements to consider complete streets and other traffic calming measures.

Previous Work: Completion of Mono County Road Standards update, development of traffic calming solutions in the June Lake Village area.

### Task Elements:

- Conduct community outreach on complete streets, multimodal transportation, traffic calming, and other similar planning efforts including Main Street Projects (Bridgeport, Lee Vining, June Lake), Corridor Management Plan, etc. (as needed, Town and County Public Works staff).
- Review and study traffic patterns, traffic counts, parking and snow storage issues, and other community issues (as needed, Town and County Public Works staff). Investigate and develop potential plans and solutions to address complete street needs.
- Update applicable standards (as needed, Town and County Public Works staff).

### Expected Products:

- Town and County standards reviews and updates (future FY).
- Public input via RPACs may include specific outreach to tribes when outside of existing rights of way.
- Public outreach on complete streets, multi-modal systems, traffic calming, and other similar community needs.
- Studies on traffic patterns, traffic counts, parking and snow storage issues, and other community issues as needed.
- Review of and engagement with complete street projects such as Bridgeport Main Street, Lee Vining Main Street, and the Walker Safety project.

Estimated Benchmarks: Ongoing for the complete fiscal year.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**



## 900.8. Mono County Public Works Projects

Purpose: Planning work necessary to maintain a safe, proficient, and up-to-date road transportation system. This work develops and provides baseline data and reports needed to maintain the county road system, identify needed transportation projects, and identify possible road safety issues, all of which inform the transportation portion of Mono County's 5-Year Capital Improvement Program (CIP), the Regional Transportation Plan (RTP), and Mono County road safety plans and studies.

### RTP Consistency:

- The RTP acknowledges that the "The roadway system is an important aspect of circulation and connectivity for the unincorporated communities in Mono County."
- Goal 8: Plan and implement a transportation and circulation system that provides for livable communities, while maintaining efficient traffic flow, reducing vehicle miles traveled and alternative transportation modes to the automobile. Goal 9: Provide for an improved countywide highway and roadway system to serve the long-range projected travel demand to improve safety.

To meet these directives, Mono County performs yearly, ongoing work efforts as well as specific projects administered by the Mono County Public Works department. Ongoing work includes modeling through the use of land surveys (AutoCAD) and GIS, gathering data for speed surveys and Average Daily Traffic (ADT) counts, updating and managing the StreetSaver pavement management program, planning StreetSaver road inspections, performing research and planning for the life cycle costs for pavement preservation treatments, 5-Year CIP development, tracking of yearly traffic accident data and collision rates for evaluation of roadway safety, and SB1/RMRA required reporting to maintain transportation funding. A specific project identified for work this year includes a feasibility study to bring substandard county roads into the Mono County road system.

### Previous Work:

- Emergency access routes for Swall Meadows and the Petersen Tract in June Lake have been proposed and partially analyzed, as identified in the Multi-Jurisdictional Hazard Mitigation Plan.
- Manage and compile Mono County Pavement Management System road inspections and road data.
- Life cycle analysis using equivalent annual cost method is being used to identify road maintenance treatments based on ratings.
- Yearly assessment of traffic collisions reported on Mono County maintained roads. Development and compilation of updated 5-Year CIP documents.
- Approval of Mono County 5-Year CIP at Mono County Board of Supervisors
- SB1 / RMRA required reporting for fiscal year 23/24 – Resolution, Project List, and Expenditure Report.

Task Elements:

- Planning of emergency access routes at needed locations in Mono County communities and coordination with relevant stakeholders. (as needed, LTC and County Public Works staff).
- Perform life cycle cost assessment analysis for project identification and optimum treatment application (as needed, County Public Works staff).
- Annual Road Safety Assessment, including assessment of reported traffic collisions, to increase transportation network safety, inform project priorities and implement the Local Road Safety Plan (as needed, County Public Works staff).
- Maintenance of Streetsaver Pavement Management System and associated data and studies (as needed, County Public Works staff).
- Assess and update 5-Year CIP (as needed, County Public staff).
- Feasibility studies for bringing substandard roadways into the Mono County transportation system (as needed, County Public Works staff).
- Project planning and reporting under various funding sources such as SB1/RMRA (as needed, County Public Works staff).
- Development and assessment of data and information on various street and road systems to understand maintenance needs (as needed, County Public Works staff).

Expected Products:

- Draft planning, feasibility, and conceptual design of emergency access routes.
- Updated and current Pavement Management System using Streetsaver software.
- Completion of speed and traffic data surveys on relevant County maintained roads.
- Identification of most cost-effective road maintenance treatments for incorporation into the 5-Year CIP and updated CIP documents and cost estimating.
- Identification of safety projects and prioritization.
- Updated and/or amended Mono County Road Standards, as needed.
- RMRA / SB1 Approved Project List, Resolution by Mono County Board of Supervisors, submitted reports, and CTC approval. RMRA / SB1 Expenditure Report approved by CTC.
- Feasibility study for bringing substandard roadways into the County system.

Estimated Benchmarks: Ongoing for the complete fiscal year unless specified below.

- RMRA / SB1 Expenditure Report completed and approved in CalSmart for CTC by December 1, 2025.
- 5-Year CIP updates and revisions in December 2025.

Estimated Completion Date: June 2026

Funding: **[TO BE UPDATED]**

## Appendix A: OWP Billing Procedures

1. All costs need to be submitted by the 15th day of the month following the quarter end or the following business day if the 15th falls on a weekend/holiday. Late submittals will not be included. The deadlines are:

Quarter 1 = July 1 – Sept 30: Billing must be submitted by October 15

Quarter 2 = October 1 – December 31: Billing must be submitted by January 15

Quarter 3 = January 1 -March 31: Billings must be submitted by April 15

Quarter 4 = April 1 – June 30: Billings must be submitted by July 15

2. All expenditures must include the following:
  - a. OWP Work Element number and work element description that has a budget. If there is no approved budget the costs will be omitted.
  - b. Staff time must include hours worked per day with a rate.
  - c. If consultant costs are included, then details of consultant costs must be included.
  - d. A brief narrative of quarterly work completed by Work Element and an explanation of expenditures for the overall billing.
3. All OWP expenditures require a final closeout for the prior fiscal year to Caltrans District 9 by August 31. Please include all WE deliverables no later than July 31.

## Appendix B: Glossary of Terms and Acronyms

Active Transportation Program (ATP): Created in 2013 by the passage of SB 99 and AB 101, the Active Transportation Program consolidates existing federal and state transportation programs into a single program with a focus to make California a national leader in active transportation. The purpose of the Active Transportation Program is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance the active transportation efforts of regional agencies to achieve Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008) and SB 341 (of 2009),
- Enhance public health and ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

Airport Land Use Commission (ALUC): The fundamental purpose of ALUCs is to promote land use compatibility around airports. As expressed in state statutes, this purpose is "... to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within areas around public airports to the extent that these areas are not already devoted to incompatible uses." The statutes give ALUCs two principal powers by which to accomplish this objective:

1. ALUCs must prepare and adopt an airport land use plan; and
2. ALUCs must review the plans, regulations, and other actions of local agencies and airport operators for consistency with that plan.

California Environmental Quality Act (CEQA): A statute that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible.

Community Service Areas (CSA): A body that provides services to specific areas of the County. Typical services may include services not provided by Special Districts or services not provided on a Countywide basis. Examples include TV services, parks and recreational services, fire/police, mosquito abatement, and/or other community needs. CSA spending is dependent on Board of Supervisor approval.

Eastern California Transportation Planning Partnership (ECTPP): This group is made of Inyo County Local Transportation Commission (ICLTC), Kern Council of Governments (Kern COG), MCLTC, San Bernardino County Transportation Agency (SBCTA), and Caltrans District 9. Other Caltrans Districts also participate (District 6 in Fresno and District 8 in San Bernardino) depending on project location or District involvement.

Eastern Sierra Transit Authority (ESTA): The Eastern Sierra Transit Authority (ESTA) was established in November of 2006 as a Joint Powers Authority between the Counties of Inyo and Mono, the City of Bishop, and the Town of Mammoth Lakes. ESTA is the public transit agency created to provide public transportation in and for the four member jurisdictions and throughout the entire Eastern Sierra region.

Federal Highway Administration (FHWA): An agency within the U.S. Department of Transportation that supports state and local governments in the design, construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands).

Fixing America's Surface Transportation (FAST) Act: A federal law enacted in 2015 to provide long-term funding for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs.

Interregional Transportation Improvement Program (ITIP): The ITIP is a five-year program of projects funded through the State Transportation Improvement Program (STIP) that obtains funding primarily through the per-gallon State tax on gasoline. The ITIP is prepared by the California Department of Transportation (Caltrans) and is submitted to the California Transportation Commission (CTC) for approval.

Local Transportation Fund (LTF): The LTF is derived from a 1/4-cent general sales tax collected statewide. The State Board of Equalization, based on the sales tax collected in each county, returns the sales tax revenues to each county's LTF. The LTF was created in 1971 when legislation was passed to provide funding to counties for transit and non-transit related purposes.

Memorandum of Understanding (MOU): An agreement between two (or more) parties. It expresses a convergence of will between the parties, indicating an intended common line of action. Many government agencies use MOUs to define relationships between agencies.

Metropolitan Planning Organization (MPO): MPOs are the regional planning entities in urbanized areas, usually an area with a population of 50,000 or more. There are 18 MPOs in California, accounting for approximately 98% of the state's population.

Mono County Local Transportation Commission (MCLTC): MCLTC is the recognized RTPA for the Town of Mammoth Lakes and County.

Overall Work Program (OWP): The Mono County LTC annually adopts a budget through the preparation of an Overall Work Program. This work program describes the planning projects and activities or work elements that are to be funded, and the type of funds that will pay for the expenditure.

Planning, Programming, and Monitoring (PPM): PPM is funding allocated by the California Transportation Commission (CTC) through the State Transportation Improvement Program (STIP). Designated uses of PPM include:

- Regional transportation planning – includes development and preparation of the regional transportation plan.
- Project planning – includes 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 – includes the preparation of regional transportation improvement.
- Monitoring the implementation of STIP projects – includes project delivery, timely use of funds, and compliance with state law and CTC guidelines.

Project Initiation Document (PID): a report that documents the purpose, need, scope, cost, and schedule for a transportation project. The PID identifies and describes the viable alternatives to a transportation problem.

Project Study Report (PSR): A report of preliminary engineering efforts, including a detailed alternatives analysis, cost, schedule, and scope information for a transportation project. A PSR also includes an estimated schedule and costs for environmental mitigation and permit compliance.

Regional Transportation Improvement Program (RTIP): MCLTC submits regional transportation projects to the California Transportation Commission (CTC) for funding in a list called the RTIP. The RTIP is a five-year program that is updated every two years. Projects in the RTIP are funded by the Regional Improvement Program (RIP).

Regional Transportation Plan (RTP): The Regional Transportation Plan has been developed to document transportation policy, actions, and funding recommendations that will meet the short- and long-term access and mobility needs of Mono County residents over the next 20 years. This document is designed to guide the systematic development of a comprehensive multi-modal transportation system for Mono County.

Regional Transportation Planning Agency (RTPA): County or multi-county entities charged by state law in meeting certain transportation planning requirements. As the RTPA for Mono County, MCLTC coordinates transportation planning for the Town of Mammoth Lakes and County.

Rural Counties Task Force (RCTF): There are 26 rural county Regional Transportation Planning Agencies (RTPAs), or Local Transportation Commissions represented on the Rural Counties Task Force (RCTF). The RCTF is an informal organization with no budget or staff that generally meets every other month. A member of the CTC usually acts as liaison to the RCTF, and CTC and

Caltrans staff typically attend these meetings to explain and discuss changing statewide transportation issues that may be of concern to the rural counties.

Rural Planning Assistance (RPA): Annually the 26 rural RTPAs receive state transportation planning funding, known as RPA, on a reimbursement basis, after costs are incurred and paid for using local funds.

Social Services Transportation Advisory Council (SSTAC): Consists of representatives of potential transit users including the public, seniors and/or disabled; social service providers for seniors, disabled, and persons of limited means. The SSTAC meets at least once annually and has the following responsibilities:

- To maintain and improve transportation services to County residents, particularly the elderly and transit dependent
- Review and recommend action to the MCLTC relative to the identification of unmet transit needs and advise the Commission on transit issues, including coordination and consolidation of specialized transportation services.
- Provide a forum for members to share information and concerns about existing elderly and handicapped transportation resources.

State Transit Assistance (STA): These funds are provided by the State for the development and support of public transportation needs. They are allocated by the State Controller's Office to each county based on population and transit performance.

State Transportation Improvement Program (STIP): The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the Transportation Investment Fund and other funding sources. STIP programming generally occurs every two years. The STIP has two funding programs, the Regional Improvement Program, and the Interregional Improvement Program.

Transportation Development Act (TDA): The Transportation Development Act was enacted in 1971 and provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). The TDA funds a wide variety of transportation programs, including planning and programming activities, pedestrian and bicycle facilities, community transit services, and public transportation projects. One of MCLTC's major responsibilities is the administration of TDA funds.

Yosemite Area Regional Transportation System (YARTS): a joint powers agreement between Merced, Mariposa, and Mono Counties created in September 1999 to improve transportation to and from Yosemite National Park. YARTS provides seasonal transit service into the park from Mono County via SR 120.

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760-924-1800 phone, 924-1801 fax  
commdev@mono.ca.gov

PO Box 8  
Bridgeport, CA 93517  
760-932-5420 phone, 932-5431 fax  
www.monocounty.ca.gov

February 10, 2025

**TO:** Mono County Local Transportation Commission

**FROM:** Aaron M. Washco, Planning Analyst

**SUBJECT:** Unmet Transit Needs Outreach Process

## RECOMMENDATIONS

Receive staff report and provide any desired direction to staff.

## FISCAL IMPLICATIONS

Unmet Transit Needs outreach and adoption are required annually by the state and budgeted by the LTC.

## ENVIRONMENTAL COMPLIANCE

N/A

**POLICY CONSISTENCY:** Consistent with State law requirements for the unmet transit needs process and the annual public hearing for citizen participation.

## BACKGROUND

State law provides for a Citizen Participation Process that requires the Mono County Local Transportation Commission (LTC) to hold at least one public hearing to ensure broad community participation and solicit the input of transit-dependent and transit-disadvantaged persons, including the elderly, handicapped, and persons of limited means. A public hearing on unmet transit needs is also required prior to the LTC allocating any funds not directly related to public transportation services, specialized transportation services, facilities provided for the exclusive use of pedestrians and bicycles, or any allocation for purposes subject to subdivision (f) of Public Utility Code (PUC) § 99400. The purpose of the unmet needs hearing is to solicit comments on unmet transit needs that may exist within Mono County and that might be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.

LTC Resolution 98-01 (Attachment A) defines "unmet transit needs" and "reasonable to meet" transit needs as follows:

- Unmet Transit Needs: A need of the Mono County elderly, disabled, low income, youth, and other transit-dependent groups for transit service that is currently not available and, if provided for, would enable the transit-dependent person to obtain the basic necessities of life primarily within Mono County. "Necessities of life" are defined as trips necessary for medical and dental services, essential personal business, employment, social service appointment, shopping for food or clothing, and social and recreational purposes.
- Reasonable to Meet: Transit needs for the necessities of life which pertain to all public and/or specialized transportation services that:
  - a. Can be proven operationally feasible;



- b. Can demonstrate community acceptance;
- c. Would be available to the general public;
- d. Can be proven to be economical; and
- e. Can demonstrate cost effectiveness by meeting current fare box revenue requirements of the Mono County LTC within two years.

## DISCUSSION

The LTC's Unmet Transit Needs process begins with hearings conducted in the spring so that a determination may be made prior to the reporting deadline of August 15 of the fiscal year of the allocation. Working within their role as the Consolidated Transportation Service Agency (CTSA), Eastern Sierra Transportation Authority (ESTA) staff and LTC staff create a schedule with adoption occurring in May or June because State Transit Assistance (STA) and Local Transportation Funds (LTF) allocations occur in June.

An additional requirement of the Citizen Participation Process and unmet transit needs process is the LTC must consult with the Social Services Transportation Advisory Council (SSTAC) on transit needs in Mono County. SSTAC members are appointed by the LTC to ensure a broad representation of social service and transit providers representing the elderly, the handicapped, and persons of limited means (see Attachment B).

To begin the unmet needs process, SSTAC reappointments will be scheduled for the February or March LTC meeting. In March, staff will convene the SSTAC to discuss unmet transit needs identified by their agencies and constituents. In addition, throughout the months of February and March, the combined CTSA and LTC staff will conduct public outreach by attending each of the County's Regional Planning Advisory Committee (RPAC) and June Lake Citizens Advisory Committee (CAC) meetings. ESTA will also attend public workshops with the Town of Mammoth Lakes' Planning and Economic Development Commission to receive input. Finally, to meet the public hearing requirement for both the Citizen Participation Process and unmet transit needs, and facilitate public input on transit and transportation needs, the LTC and SSTAC will hold a joint public hearing on April 14, 2025, at 9:00 a.m. in Mammoth Lakes with videoconferencing in Bridgeport. Public notices of these hearings will be published in accordance with state law in local newspapers, and flyers printed in both Spanish and English will be posted in County offices. Tribes will also be invited to participate.

Based on input from the April public hearing, the unmet transit needs analysis will be revised and responses will be provided to other transportation issues raised. Before June 30, 2025, the LTC must adopt, by resolution, a finding that (a) there are no unmet needs, (b) there are no unmet transit needs that are reasonable to meet, or (c) there are unmet transit needs, including needs that are reasonable to meet. If the LTC finds that there are unmet transit needs, including needs that are reasonable to meet, then the unmet needs shall be funded before any LTF allocation is made for streets and roads. It should be noted that the law specifically prohibits comparing unmet transit needs with the need for streets and roads. It should also be noted that the LTC has not allocated any funds to streets and roads for at least several years.

Transit needs expressed by the public in the previous year are retained for consideration in future RTP updates. See Attachment C.

The schedule below identifies the public outreach meetings LTC staff will attend to solicit input, in addition to the LTC public meetings. The schedule is adjusted each year.

<u>Date, Time</u>	<u>Task</u>
<b>February 10 @ 9 am</b>	LTC meeting. SSTAC reappointments (or March 10). Present "Unmet Needs Process."

<b>TBD</b>	SSTAC meeting
February 5, 6:00 pm	June Lake Citizens Advisory Committee
March 6, 6:30 pm	Antelope Valley Regional Planning Advisory Committee (RPAC)
February 12, 6:30 pm	Mono Basin RPAC
March 13, 5:00 pm	Bridgeport RPAC
March 20, 6:30 pm	Long Valley RPAC
<b>TBD</b>	Town of Mammoth Lakes unmet transit needs meeting
<b>April 14 @ 9:00 am</b>	Joint LTC/SSTAC public hearing on Unmet Needs
April 24, 9:00 am	Collaborative Planning Team meeting
<b>May 12 @ 9:00 am</b>	LTC meeting: Unmet Needs Resolution adoption or defer to June
<b>June 9 @ 9:00 am</b>	LTC meeting: backup adoption date
June 30	File Unmet Needs documentation with state

This staff report has been reviewed by the LTC Co-Executive Director.

#### **ATTACHMENTS**

- A. LTC Resolution 98-01 defining “unmet transit needs” and “reasonable to meet.”
- B. Public Utilities Code §99238.
- C. Summary and analysis of public transit requests for fiscal year 2024-25.

## RESOLUTION 98-01

### A RESOLUTION OF THE MONO COUNTY LOCAL TRANSPORTATION COMMISSION DEFINING "REASONABLE TO MEET" AND "UNMET TRANSIT NEEDS"

WHEREAS, the Mono County Local transportation Commission (MCLTC) is the designated transportation planning agency for the County of Mono pursuant to Government Code Section 29532 and action of the Secretary of Business, Transportation and Housing and, as such, has the responsibility under Public Utilities Code Section 99401.5 to determine definitions of "unmet transit needs" and "reasonable to meet"; and

NOW, THEREFORE, BE IT RESOLVED THAT the Mono County Local Transportation Commission does hereby define "unmet transit needs" as a need of Mono County elderly, disabled, low income, youth, and other transit dependent groups for transit service that is currently not available and, if provided for, would enable the transit dependent person to obtain the basic necessities of life primarily within Mono County. "Necessities of life" are defined as trips necessary for medical and dental services, essential personal business, employment, social service appointment, shopping for food or clothing, and social and recreational purposes.

BE IT FURTHER RESOLVED that the Mono County Transportation Commission does hereby define "reasonable to meet" as transit needs for the necessities of life which pertain to all public and/or specialized transportation services that:

- a. can be proven operationally feasible;
- b. can demonstrate community acceptance;
- c. would be available to the general public;
- d. can be proven to be economical; and
- e. can demonstrate cost effectiveness by meeting current fare box revenue requirements of the Mono LTC within two years

NOW, THEREFORE, BE IT RESOLVED that the herein contained definition and findings are consistent with the Mono County Regional Transportation Plan, 1998 Update.

PASSED, AND ADOPTED this 1<sup>st</sup> day of June, 1998 by the following Commission:

Ayes: Ronci, Hunt, Cage, Eastman, Inwood, Rowan.

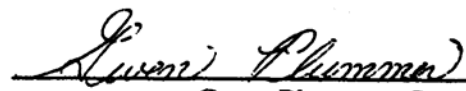
Noes:

Absent:

Abstain:

Attest:

  
 \_\_\_\_\_  
 Joann Ronci, Chairperson  
 Mono LTC

  
 \_\_\_\_\_  
 Gwen Plummer, Secretary  
 Mono LTC



**PUBLIC UTILITIES CODE - PUC**

**DIVISION 10. TRANSIT DISTRICTS [24501 - 107025]** (*Division 10 repealed and added by Stats. 1955, Ch. 1036.*)

**PART 11. PROVISIONS APPLICABLE TO ALL PUBLIC TRANSIT [99150 - 99582]** (*Part 11 added by Stats. 1968, Ch. 1325.*)

**CHAPTER 4. Transportation Development [99200 - 99420]** (*Chapter 4 added by Stats. 1971, Ch. 1400.*)

**ARTICLE 3. Local Transportation Funds [99230 - 99251]** (*Article 3 added by Stats. 1971, Ch. 1400.*)

**99238.** Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

(a) The social services transportation advisory council shall consist of the following members:

- (1) One representative of potential transit users who is 60 years of age or older.
- (2) One representative of potential transit users who is disabled.
- (3) Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists.
- (4) Two representatives of local social service providers for the disabled, including one representative of a social service transportation provider, if one exists.
- (5) One representative of a local social service provider for persons of limited means.
- (6) Two representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.
- (7) The transportation planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).

(b) Members of the social services transportation advisory council shall be appointed by the transportation planning agency which shall recruit candidates for appointment from a broad representation of social service and transit providers representing the elderly, the disabled, and persons of limited means. In appointing council members, the transportation planning agency shall strive to attain geographic and minority representation among council members. Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. Subsequent to the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term. The transportation planning agency may, at its discretion, delegate its responsibilities for appointment pursuant to this subdivision to the board of supervisors.

(c) The social services transportation advisory council shall have the following responsibilities:

- (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.

(2) Annually review and recommend action by the transportation planning agency for the area within the jurisdiction of the council which finds, by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.

(3) Advise the transportation planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

(d) It is the intent of the Legislature that duplicative advisory councils shall not be established where transit advisory councils currently exist and that those existing advisory councils shall, instead, become part of the social services transportation advisory council and shall assume any new responsibilities pursuant to this section.

*(Amended by Stats. 2012, Ch. 769, Sec. 11. (AB 2679) Effective January 1, 2013.)*

**SUMMARY AND ANALYSIS OF PUBLIC TRANSIT REQUESTS FOR FISCAL YEAR 2024-25**

	<b>RPAC</b>	<b>Request/Comment</b>	<b>Unmet Need</b>	<b>Reasonable to Meet/Explanation</b>	<b>Costs/Actions/Solutions</b>
<b>Unmet Transit Needs That Are Not, or May Not Be, Reasonable To Meet</b>					
1.	Mono County Board of Supervisors (countywide)	Free fares for Mono County residents on YARTS 395/120 route into Yosemite.	Yes. There are numerous transit-dependent groups in Mono County, including the elderly, low income, and disabled, and recreation is considered to be a necessity of life.	No. Because fares are free, fare box revenue requirements would not be met. All other "reasonable to meet" criteria are satisfied.	Subsidized tickets for Mono County residents are to be funded with \$3,300 in LTF funds. County will cover remainder if \$3,300 is exceeded in 2024.  For background, in 2022, Mono County residents made 46 reservations for a total cost of \$967. In 2023, reservations were booked for 38 Mono County residents at a total cost of \$638. The \$3,300 budgeted will cover 200% of 2022 reservations, plus all 2023 reservations.
2.	Mono Basin	Bus stop in front of Chevron station in Lee Vining (people run across the street from the bus stop on the east side of US 395 when the bus comes).	Yes, the creation of a new transit stop is a new transit service. This stop could serve the unmet needs population by providing transit for necessities of life.	No, the service itself does not generate revenue. No fee is collected at bus stops and therefore the fare box revenue would not be met.	Caltrans to integrate the new stop into the Lee Vining Rehabilitation project.
3.	Town of Mammoth Lakes	Evening service to grocery stores, etc., in the Town of Mammoth Lakes.	Yes. There are numerous transit-dependent groups in the Town of Mammoth Lakes, including the elderly, low income, and disabled, and shopping for food and clothing is considered to be a necessity of life.	No, because this service is already provided by the Mammoth Lakes night trolley, and additional service is unlikely to meet farebox requirements since the night trolley is free.	ESTA operates the night trolley which has stops along both Main Street and Meridian Street, as well as a stop at Von's.

4.	Mono Basin	Additional transit service to Mono City and Lee Vining.	Yes. There are numerous transit-dependent groups in the Mono Basin, including the elderly, low income, and disabled, and recreation is considered to be a necessity of life.	No; this service is currently being expanded - ESTA has recently added a Saturday 395 North route and is looking to add additional weekend service, including a 395 South route. Additional service is economically infeasible given these service expansions at this time.	Mono City and Lee Vining are both included in ESTA's Walker to Mammoth route on Tuesdays.
5.	Public Hearing / Town of Mammoth Lakes	Additional weekend services are requested.	Yes. There are numerous transit-dependent groups in Mono County, including the elderly, low income, and disabled, and essential personal business is considered to be a necessity of life.	Undetermined if additional service will meet farebox requirements	ESTA has recently added a Saturday 395 North route and is looking to add additional weekend service, including a 395 South route on Sunday.
<b>Not Unmet Transit Needs</b>					
1.	Antelope Valley	Transit requested to transport senior citizens for recreational "field trips."	No. This is a charter request rather than a request for additional service that would be available to the general public.	N/A.	ESTA plans to coordinate with the Antelope Valley Senior Center to resolve this transportation request.
2.	Bridgeport/Long Valley	Bike paths on or paralleling the US 395 corridor. Increase bicyclist safety.	No, not transit related. This is a general transportation request.	No, not an unmet need.	This policy is currently in the RTP, and bike paths are constructed when feasible and appropriate with Caltrans projects. Outside the Caltrans right-of-way is under the control of the property owners, usually either federal or private.

3.	Antelope Valley/ Tri-Valley	<p>Dial-a-ride service requested to transport senior citizens to doctor's appointments when Antelope Valley Senior Center is unable to provide transportation. Antelope Valley residents are often looking to get to appointments with specialists in Carson City, Gardnerville and South Lake Tahoe.</p> <p>Seniors in the Tri-Valley require similar services. In general, seniors in the Tri-Valley require transportation to Bishop and Lancaster for appointments with specialists.</p>	No. This is a charter request rather than a request for additional service.	No, not an unmet need.	Presently, residents of the Antelope Valley area can use ESTA to get into Carson on Wednesdays and Mammoth on Tuesdays. Residents in the Tri-Valley can use ESTA to get to Bishop on Tuesdays and Fridays.
4.	Mono Basin	Enhanced YARTS signage: bus stop infrastructure or enhanced signage in far parking lot at Mono Basin Visitor Center (people often wait at the Visitor Center itself), bus stop infrastructure or enhanced signage at Tioga Inn on SR 120.	No, not a new transit service.	No, not an unmet need.	LTC staff will discuss improved signage with YARTS.
5.	Mono Basin	Increased advertising of transit options. Suggestions include County social media blasts, mailers, QR codes.	No, not a new transit service.	No, not an unmet need.	ESTA will review and implement expanded outreach programs.
6.	Mono Basin	Bike path connecting Mono City and Lee Vining.	No, not transit related. This is a general transportation request.	No, not an unmet need.	The project can be added to the Regional Transportation Plan and further discussions about alignment will inform feasibility and cost.
7.	Mono Basin	Avalanche bypass route (Mattly Avenue continuing north along lake – i.e., the old 395 alignment).	No, not a request for additional transit service.	No, not an unmet need.	This project is included in the County's appropriation request. It is also being considered for CalOES funding and can be added to the Hazard Mitigation Plan update.



8.	Mono Basin	Town-to-Trails alignment for non-motorized connectivity.	No, not transit related. This is a general transportation request.	No, not an unmet need.	The Mono County LTC currently tracks the Town-to-Trails project.
9.	Mono Basin	Multi-modal connectivity from Mono City to County park and/or Conway Ranch.	No, not transit related. This is a general transportation request.	No, not an unmet need.	The project can be added to the Regional Transportation Plan and further discussions about alignment will inform feasibility and cost.
10.	Mono Basin	Multi-modal usage at Conway Ranch (e.g., a public use area/park facility).	No, not transit related. This is a general transportation request.	No, not an unmet need.	The project can be added to the Regional Transportation Plan and further discussions will inform feasibility and cost.
11.	Bridgeport	Bike path to Twin Lakes.	No, not transit related. This is a general transportation request.	No, not an unmet need.	This project was previously scoped and wetland issues were prohibitive.
12.	Public Hearing / Countywide	To make public transit more family-friendly, buses should accommodate car seats and the program should be marketed so families in the area can easily figure out how what is expected of them to ensure a family-friendly ride.	No, not a new service.	No, not an unmet need.	ESTA will review and implement a car seat policy, which will then be distributed/marketed to interested parties. At present, while ESTA buses accommodate car seats, they do not stock car seats, nor do drivers install car seats. Parents are required to bring and install their own car seats (bus drivers do not install seats due to the drivers not knowing how to install every model of car seat, the potential delays caused, and the potential liabilities).

# Mono County Local Transportation Commission

PO Box 347  
Mammoth Lakes, CA 93546  
760- 924-1800 phone, 924-1801 fax  
monocounty.ca.gov

PO Box 8  
Bridgeport, CA 93517  
760- 932-5420 phone, 932-5431 fax

## Staff Report

**TO:** Mono County Local Transportation Commission  
**DATE:** February 10, 2025  
**FROM:** Aaron M. Washco, Planning Analyst  
**SUBJECT:** Appoint and/or Reappoint Social Services Transportation Advisory Council members

### RECOMMENDATIONS

Reappoint the following members to the Social Services Transportation Advisory Council (SSTAC):

<u>Reappoint the following</u>	<u>Term Expiration</u>
Molly DesBaillets, Mono County First 5	2028
Dawn Vidal, Eastern Sierra Transit Authority Designee, CTSA	2028
Phil Moores, Eastern Sierra Transit Authority Executive Director, CTSA	2028

**FISCAL IMPLICATIONS:** None. Administration of the SSTAC and unmet transit needs process are funded by the Local Transportation Fund and 2024-25 Overall Work Program.

**ENVIRONMENTAL COMPLIANCE:** N/A

### RTP / RTIP CONSISTENCY

The Mono County Local Transportation Commission (LTC) is required to receive input from the Social Services Transportation Advisory Council (SSTAC) to fulfill tasks related to the unmet needs hearing process, and SSTAC input is required to fulfill the Citizen Participation Process defined by Public Utilities Code §99238.5.

### DISCUSSION

Members of the SSTAC are appointed by the LTC. The appointees are recruited from a broad representation of social services and transit providers representing the elderly, disabled, and persons of limited means. In appointing members, the LTC shall strive to attain geographic and minority representation among council members. The membership term is three years and terms are staggered so that roughly one-third of the memberships are up for renewal or reappointment each year. The membership requirements mandated by Public Utilities Code §99238 is provided in Attachment 1. The list of 2024-25 SSTAC members is provided in Attachment 2, and a proposed 2025-26 SSTAC roster is included in Attachment 3.

Three members of the SSTAC—Molly DesBaillets, Dawn Vidal, and Phil Moores—have terms expiring this year. All three have expressed interest in being reappointed to the SSTAC for an additional three-year term.

A fourth member—Yvon Rangel-Guzman—has left the Social Services Department and will need to be replaced on the SSTAC. Staff has reached out to the Social Services Department seeking a replacement, and will follow up with the LTC once a replacement has been nominated.

**ATTACHMENTS**

1. Public Utilities Code §99238: Social Services Transportation Advisory Council
2. SSTAC Roster (2024-25)
3. Proposed SSTAC Roster (2025-26)

**Attachment #1****SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL §99238**

Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

(a) The social services transportation advisory council shall consist of the following members:

- (1) One representative of potential transit users who is 60 years of age or older.
- (2) One representative of potential transit users who is handicapped.
- (3) Two representatives of the local social services providers for seniors, including one representative of a social services transportation provider, if one exists.
- (4) Two representatives of local social services providers for the handicapped, including one representative of a social services transportation provider, if one exists.
- (5) One representative of a local social services provider for persons of limited means.
- (6) Two representatives from the local consolidated transportation services agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.
- (7) The transportation-planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).

(b) Members of the social services transportation advisory council shall be appointed by the transportation planning agency, which shall recruit candidates for appointment from a broad representation of social services and transit providers representing the elderly, the handicapped, and persons of limited means. In appointing council members, the transportation-planning agency shall strive to attain geographic and minority representation among council members. Of the initial appointments to the council, one-third of them shall be for a one-year term, one-third shall be for a two-year term, and one-third shall be for a three-year term. Subsequent to the initial appointment, the term of appointment shall be for three years, which may be renewed for an additional three-year term. The transportation planning agency may, at its discretion, delegate its responsibilities for appointment pursuant to this subdivision to the board of supervisors.

(c) The social services transportation advisory council shall have the following responsibilities:

- (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.
- (2) Annually review and recommend action by the transportation-planning agency for the area within the jurisdiction of the council, which finds, by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.
- (3) Advise the transportation-planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

(d) It is the intent of the Legislature that duplicative advisory councils shall not be established where transit advisory councils currently exist and that those existing advisory councils shall, instead, become part of the social services transportation advisory council and shall assume any new responsibilities pursuant to this section.

**Attachment #2**  
**2024-2025 Social Services Transportation Advisory Council Roster**

<b>Name</b>	<b>Term Expiration</b>
Molly DesBaillets, Mono County First 5	2025
Dawn Vidal, Eastern Sierra Transit Authority Designee, CTSA	2025
Phil Moores, Eastern Sierra Transit Authority Executive Director, CTSA	2025
Brianne Chappell-McGovern, Emergency Preparedness Facilitator, Mono County Public Health	2026
Mary Toomey, Disabled Sports, Eastern Sierra	2026
Yvon Guzman-Rangel or designee, Mono County Social Services	2026
Tania Ramos, disabled representative (via IMAH)	2026
Eric Clark, Mammoth Mountain Ski Area Transportation Designee	2027
Jenny Park, Liaison to Kern Regional Center, and Director of Operations Inyo-Mono Association for the Handicapped, Inc.	2027
Kelly Barceloux, Inyo Mono Advocates for Community Action	2027
Krista Cooper, Mono County Social Services	2027

**Attachment #3****Proposed 2025-2026 Social Services Transportation Advisory Council Roster**

<b>Name</b>	<b>Term Expiration</b>
Brianne Chappell-McGovern, Emergency Preparedness Facilitator, Mono County Public Health	2026
Mary Toomey, Disabled Sports, Eastern Sierra	2026
Designee (currently vacant), Mono County Social Services	2026
Tania Ramos, disabled representative (via IMAH)	2026
Eric Clark, Mammoth Mountain Ski Area Transportation Designee	2027
Jenny Park, Liaison to Kern Regional Center, and Director of Operations Inyo-Mono Association for the Handicapped, Inc.	2027
Kelly Barceloux, Inyo Mono Advocates for Community Action	2027
Krista Cooper, Mono County Social Services	2027
Molly DesBaillets, Mono County First 5	2028
Dawn Vidal, Eastern Sierra Transit Authority Designee, CTSA	2028
Phil Moores, Eastern Sierra Transit Authority Executive Director, CTSA	2028

## LTC Co-Executive Director Report

February 10, 2024

### Administration

- Annual LTC audit completed.
- Triennial transit audit underway.
- Development of the FY 25-26 OWP.
- Submittal to Caltrans for the 24-25 Planning, Programming, and Monitoring (PPM) funding.

### Meetings

- Met with Caltrans to review agenda.
- Multiple staff meetings to draft the FY 25-26 OWP.
- Rural Counties Task Force meeting.
- Statewide meeting to review changes to the OWP format and management.
- Multiple Multi-Jurisdictional Hazard Mitigation public stakeholder meetings and project management meetings.
- Bi-State Sage Grouse conservation meetings – one on the updated action plan, one Executive Oversight Committee meeting.
- CalSTA/Caltrans IJJA reauthorization kick-off meeting.
- YARTS advisory committee meeting.
- Staff meeting to review any proposed amendments to the 2024 RTIP.

### Trainings

- None

### Programs

- Adopted RTP was submitted to Caltrans.
- Coordination on SB 125 funding – both the ESTA and YARTS applications were approved.
- Review of the 2025 Bi-State Action Plan for sage-grouse conservation.
- Assisted with signage relocation for the Lee Vining Main Street project.
- Projects underway: MJHMP update, Town's safe park facility, County's RVs as residences policy work, tracking and participating in Caltrans main street projects (Bridgeport and Lee Vining).
- TOML is kicking off the development of a townwide safety action plan using SS4A Federal grant funds. Action Plans use data analysis to characterize roadway safety problems and strengthen a community's approach through projects and strategies that address the most significant safety risks. The Town has hired Kimley-Horn to develop this plan. The projects identified in the plan will be incorporated into the Towns Capital Improvement Plan.

### Grant Tracking

- Development of a Sustainable Communities Transportation Planning (SCTP) grant application to prepare the June Lake Active Transportation Plan for implementation. The SCTP grant was ultimately not submitted but the concept is being refined for an application to the Rural and Tribal Assistance Pilot Program.
- Eastern Sierra Council of Governments (ESCOG) was not awarded funding under the Federal Reconnecting Communities grant opportunity. The Mono County LTC provided a letter of support.
- The Mono County grant application for the Mammoth Lakes Wildlife Crossings project was not awarded funding. Mono County had applied on behalf of Caltrans in order to more efficiently manage a third part match contribution.

Please contact Haislip Hayes for questions about Town of Mammoth Lakes projects at 760-965-3652 or [hhayes@townofmammothlakes.ca.gov](mailto:hhayes@townofmammothlakes.ca.gov).

For questions about Mono County projects and/or administration, please contact Wendy Sugimura at 760-924-1814 or [wsugimura@mono.ca.gov](mailto:wsugimura@mono.ca.gov) to be directed to the appropriate staff.