

ESTA BOARD AGENDA

Regular Meeting

Wednesday, April 9, 2025 at 11:00am

IN-PERSON MEETING: City of Bishop Council Chambers
301 West Line St, Bishop, California

Chairperson: Trina Orrill

Vice-Chairperson: Chris Bubser

Board Members:

Chris Bubser (Mammoth Lakes)
Karen Schwartz (Bishop)
Dennis Freundt (Bishop)
Trina Orrill (Inyo County)

Jeff Griffiths (Inyo County)
Lynda Salcido (Mono County)
Bill Sauser (Mammoth Lakes)
Paul McFarland (Mono County)

Note: In compliance with the Americans with Disabilities Act, if an individual requires special assistance to participate in this meeting, please contact Eastern Sierra Transit at (760) 872-1901 ext. 15 or 800-922-1930. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II)

Voice recorded public comment: To submit public comment via recorded message, please call 760-872-1901 ext. 12 by 4pm Tuesday, April 8. Email public comment: To submit an emailed public comment to the Board please email pmoores@estransit.com by 4pm Tuesday, April 8, and provide your name, the number(s) on which you wish to speak, and your comment. These comments will be shared with all attending Board members.

Join the ZOOM meeting on your computer or mobile device by using this link:

<https://us02web.zoom.us/j/88423291169?pwd=bTgarPbY3cbHQ0FepZXS72q8XMIAJu.1>

Meeting ID: 884 2329 1169
Passcode: 737145

Begin Recording Meeting & Call to Order

Roll Call

Pledge of Allegiance

Public Comment*: The Board reserves this portion of the agenda for members of the public to address the Eastern Sierra Transit Authority Board on any items not on the agenda and within the jurisdiction of the Board. The Board will listen to all

communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

A. Consent Agenda (Board Action Required)

The following items are considered routine and non-controversial by staff and will be approved by one motion if no member of the ESTA or public wishes an item removed. If discussion is desired by anyone, the item will be removed from the consent agenda and will be considered separately. Questions of clarification may be made by ESTA Board members, without the removal of the item from the Consent Agenda.

- A-1 Approval of Meeting Minutes of February 5, 2025
 - Meeting minutes from the last meeting of the ESTA Board of Directors
- A-2 Budget Amendment – ESTA Non-Emergency Medical Transportation Program
 - Resolution 2025 - 02
- A-3 ESTA LCTOP Allocation and Staff Authorization
 - Resolution 2025-03

B. Information Agenda (Receive and File Only)

- B-1 Executive Director Report
 - Report on activities and performance
- B-2 Financial Report
 - Report on finances FY24/25
- B-3 Preliminary FY25-26 Fiscal Budget
 - The Board will review progress on the budget for next year

C. Action Agenda

- C-1 Service Recommendations – Summer 2025
 - The Board will consider services recommendations from staff for the summer of 2025

D. Board Member Comments

- D-1 Board member comment on ESTA and home jurisdictions

E. Adjournment

The next meeting of ESTA's board will be June 25, 2025. Check ESTA website for details on attending the meeting.

Eastern Sierra Transit Authority
Minutes of February 05, 2025 Meeting

Call to Order - 9:01 A.M. Wednesday, February 05, 2025

Chairperson Orrill called The meeting of Eastern Sierra Transit Authority to order at 9:01 am in the City of Bishop Council Chambers 301 West Line St. Bishop, CA

ROLL CALL

A quorum was established.

PRESENT:

Chairperson Orrill, Boardmembers Schwartz, McFarland, Freundt, Griffiths, and Bubser

ABSENT:

Boardmembers Salcido, Sauser

Pledge of Allegiance

Chairperson Orrill led the Pledge of Allegiance.

Public Comment: None

Consent Agenda

Motioned by Boardmember Schwartz and seconded by Boardmember Griffiths to approve consent agenda: Meeting Minutes for December 12, 2024.

To pass and adopt Resolution 2025-1 authorizing the Executive Director to file and execute applications and support documentation on behalf of Eastern Sierra Transit Authority with the Department of Transportation to aid in the financing, planning, operating and/or capital assistance projects pursuant to Sections 5304, 5310, 5311, 5311(f) and 5339 of the Federal Transit Act.

Motion passed 6-0 with Boardmembers Salcido & Sauser absent.

Information Agenda

B3 - FY 23-24 Financial Audit & Report

Brianne Wiese commented and complimented ESTA admin staff on audit.

B-1 Executive Directors Report

Discussion among the board and Phil Moores.

B-2 Financial report for 2024/25

Action Agenda

Motioned by Boardmember Griffiths and Seconded by Boardmember Freundt to approve the changes to the Eastern Sierra Transit Authority Charter Policy fares and authorize the Executive Director to continue managing, denying, and/or approving ESTA charter services.

Motion passes 6-0 with Boardmembers Salcido & Sauser absent.

Motioned by Boardmember McFarland and Seconded by Boardmember Schwartz to approve the 2025 board schedule

April 09, 2025 at 11:00am - Bishop

October 22, 2025 at 11:00am - Mammoth

June 25, 2025 at 11:00 am - Mammoth

December 10, 2025 at 11:00am - Bishop

August 27, 2025 at 11:00am - Bishop

Motion passes 6-0 with Boardmembers Salcido & Sauser absent.

Eastern Sierra Transit Authority
Minutes of February 08, 2023 Meeting

Motion by Boardmember Griffiths and seconded by Boardmember Schwartz to accept the nominations of:
Chairperson Trina Orrill
Vice Chairperson Chris Bubser
Motion passes 6-0 with Boardmembers Salcido & Sauser absent.

Motion by Boardmember Swartz and seconded by Boardmember McFarland to approve the ESTA Strategic Busine Plan FY25-28.
Motion passed 6-0 with Boardmembers Schwartz & Freundt absent

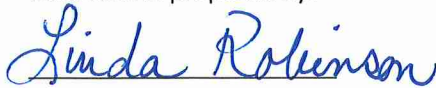
Board Member Comments:

Boardmember Griffiths commented on PERS changing carriers, from Blue Cross to Blue Shield. Noting that NIH is r out of network. Eastern Sierra Pride will be in Mammoth this year in June. Inyo County continues to work with Lo Angles regarding the Bishop Airport Lease.
Boardmember McFarland looks forward to continuing talks regarding the June Lake Loop. He spoke of the 2 year involving the reconfiguration of the highway near June Lake. He said he is impressed with ESTA's board Packet.
Boardmember Schwartz is speaking with a developer from Silver peaks regarding a housing project for Bishop
Boardmember Freundt is excited to be on the ESTA board. Would like to meet with Phil Moores regarding bus sto
Boardmember Bubser would like to meet with Phil Moores regarding Dial-a-ride in Mammoth.

Adjournment

The meeting was adjourned at 10:18 am to the next meeting scheduled to be held April 9, 2025 at 11:00 am at City of Bishop Council Chambers, 301 West Line St., Bishop, CA & Mammoth Lakes Council Chambers 437 Old Mammoth Rd., Suite Z, Mammoth Lakes, CA

Recorded & prepared by:



Linda Robinson
Board Clerk
Eastern Sierra Transit Authority

Minutes approved: *April 9, 2025*

STAFF REPORT

Subject: Budget Amendment – ESTA Non-Emergency Medical
Transportation Program

Initiated by: Dawn Vidal, Administrative Manager

Background:

ESTA had exhausted grant funds for the Non-Emergency Medical Transportation program which resulted in funds not being built into the FY 2024-25 budget. In January the authority was notified that there were now funds available to continue the program.

A budget amendment is required to make this change.

Discussion:

ESTA would like to amend the FY2024-25 budget to add \$15,000 dollars to object code 5332 Mileage Reimbursement.

Recommendation:

Authorize by attached resolution to amend the FY 24-25 budget to increase expense in the ESTA budget by a total of \$15,000 in object code 5332, budget code 612489.

RESOLUTION 2025 - 02

**A RESOLUTION OF THE BOARD OF DIRECTORS, EASTERN SIERRA
TRANSIT AUTHORITY (ESTA), ADOPTING AND APPROVING THE
BUDGET AMENDMENT TO INCREASE BUDGET LINE ITEM 5332
THE FY 2024-25**

WHEREAS, the Authority had exhausted grant funds for the Non-Emergency Medical Transportation program which resulted in funds not being built into the FY 2024-25 budget. In January the authority was notified that there were now funds available to continue the program.

WHEREAS, a budget amendment approved by the Authority's board of directors is required to make this change.

NOW, THEREFORE, BE IT RESOLVED by the Eastern Sierra Transit Authority Board of Directors that \$15,000 will be added to the FY 2024-25 operating expenditure line item 5332 to cover the mileage reimbursement for Eastern Sierra Transit Authority's Non-Emergency Medical Transportation program covered under grant 5310.

PASSED AND ADOPTED this 9th day of April 2025 by the following vote of the Eastern Sierra Transit Authority Board of Directors:

AYES: *Trina Orrill, Dennis Freundt, Karen Schwartz, Lynda Salcido, & Paul McFarland*
NOES: *0*
ABSTAIN: *0*
ABSENT: *Chris Bubser, Bill Sauser*

Attest: Linda Robinson
Board Clerk

Trina Orrill
Trina Orrill, Chairperson
Eastern Sierra Transit
Authority Board of Directors

By: *Linda Robinson*
Linda Robinson

STAFF REPORT

Subject: Low Carbon Transit Operations Program FY 2024-25 Funds
Initiated by: Dawn Vidal, Administration Manager

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities. Disadvantaged community in this program is focused on air quality, not income.

This program is administered by Caltrans in coordination with Air Resource Board (ARB) and the State Controller's Office (SCO). The California Department of Transportation (Caltrans) is responsible to ensure that the statutory requirements of the program are met in terms of project eligibility, greenhouse gas reduction, disadvantaged community benefit, and other requirements of the law.

ANALYSIS/DISCUSSION:

Eastern Sierra Transit is requesting FY 2024-25 LCTOP funds from both the Inyo and Mono County LTCs to fund two projects: The purchase of an additional electric paratransit vehicle and supporting infrastructure to be used in Bishop Dial-a-Ride service. This is year 4 of 4 for that the Inyo County LCTOP funds that have been reserved for this vehicle. For Mono County this will be the second year that the LCTOP funds will be reserved to purchase an electric Trolley to be used in the Town of Mammoth.

Both vehicles will be fully ADA accessible. Each project will utilize four years of LCTOP roll over funding, vouchers and incentives funds. The Inyo County vehicle is anticipated to be purchased in 2026. The Mono County electric trolley is anticipated to be purchased in 2028.

FINANCIAL CONSIDERATIONS:

The (LCTOP) provides formula funding for approved operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility. The allocation of funding from the State Controller’s office for the Eastern Sierra Region totals \$132,121. The Section 99314 funds allocated to Eastern Sierra Transit are based primarily on ridership and fares received during the previous fiscal year.

Mono County (99313)	\$ 33,242
Eastern Sierra Transit Authority (99314)	\$ 50,142
Inyo County (99313)	\$ 48,737
Total	\$132,121

PROJECT COSTS:

The proposed costs for the projects are below.

Mono County Electric Trolley	\$ 83,384
Inyo County Dial-a-Ride Electric Vehicle	\$ 48,737
Total	\$132,121

RECOMMENDATION

It is recommended that the Board approve Resolution 2025-03 allocating \$132,121 of FY 2024-25 Low Carbon Transit Operations Program (LCTOP) funds for the purchase of two electric vehicles and infrastructure, and to authorize the Eastern Sierra Transit Authority’s Executive Director or Administration Manager to complete and execute all documents for the Low Carbon Transit Operations Program submittal, allocation requests, and required reporting.

RESOLUTION #2025-03

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT(S):
Inyo County Electric Vehicle \$48,737
Mono County Electric Vehicle \$83,384

WHEREAS, the Eastern Sierra Transit Authority is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Eastern Sierra Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Phil Moores, Executive Director

WHEREAS, the Eastern Sierra Transit Authority wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Eastern Sierra Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Phil Moores, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Eastern Sierra Transit Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY2024-2025 LCTOP funds:

List project(s)

Project Name: Inyo County Electric Vehicle

Amount of LCTOP funds requested: \$48,737

Short description of project: Purchase of one electric paratransit vehicle and infrastructure

Benefit to a Priority Populations: Project creates or improves infrastructure or equipment that reduces criterial air pollutant or toxic air contaminant emissions in low-income communities.

Contributing Sponsors (if applicable): Inyo County Local Transportation Commission

List project(s)

Project Name: Mono County Electric Vehicle

Amount of LCTOP funds requested: \$83,384

Short description of project: Purchase of one electric paratransit vehicle and infrastructure

Benefit to a Priority Populations: Project creates or improves infrastructure or equipment that reduces criterial air pollutant or toxic air contaminant emissions in low-income communities.

Contributing Sponsors (if applicable): Mono County Local Transportation Commission

APPROVED AND ADOPTED this 9th day of April, 2025, by the following vote of the Eastern Sierra Transit Authority Board of Directors:

AYES: *Trina Orrill, Dennis Freundt, Karen Schwartz, Lynda Sal*

NOES: *0*

ABSTAIN: *0*

ABSENT: *Chris Bubser, Bill Sauser*



Trina Orrill, Chairperson
Eastern Sierra Transit Authority
Board of Directors

Attest: Linda Robinson
Secretary of the Board

By: *Linda Robinson*

ESTA STAFF REPORT

Subject: Executive Director’s Report
Presented by: Phil Moores, Executive Director

Staffing

I am happy to announce that Mike Burgoon is ESTA’s Employee of the Quarter. Mike received several nominations that mentioned his willingness to help with anything ESTA needs. He drives open shifts and helps with picking up buses from the shop. One coworker stated, “He is very reliable and a good candidate for Employee of the Quarter”. Mike is always willing to fill shifts and help as needed. We can always count on Mike! Please join me in congratulating him as the 1st quarter winner.

Vehicles

I have been waiting for over four months to receive the Mammoth bus quote from Gillig. Once that is received, I will place the order for the Mammoth 40-foot buses. I expect them to arrive at the end of 2026.

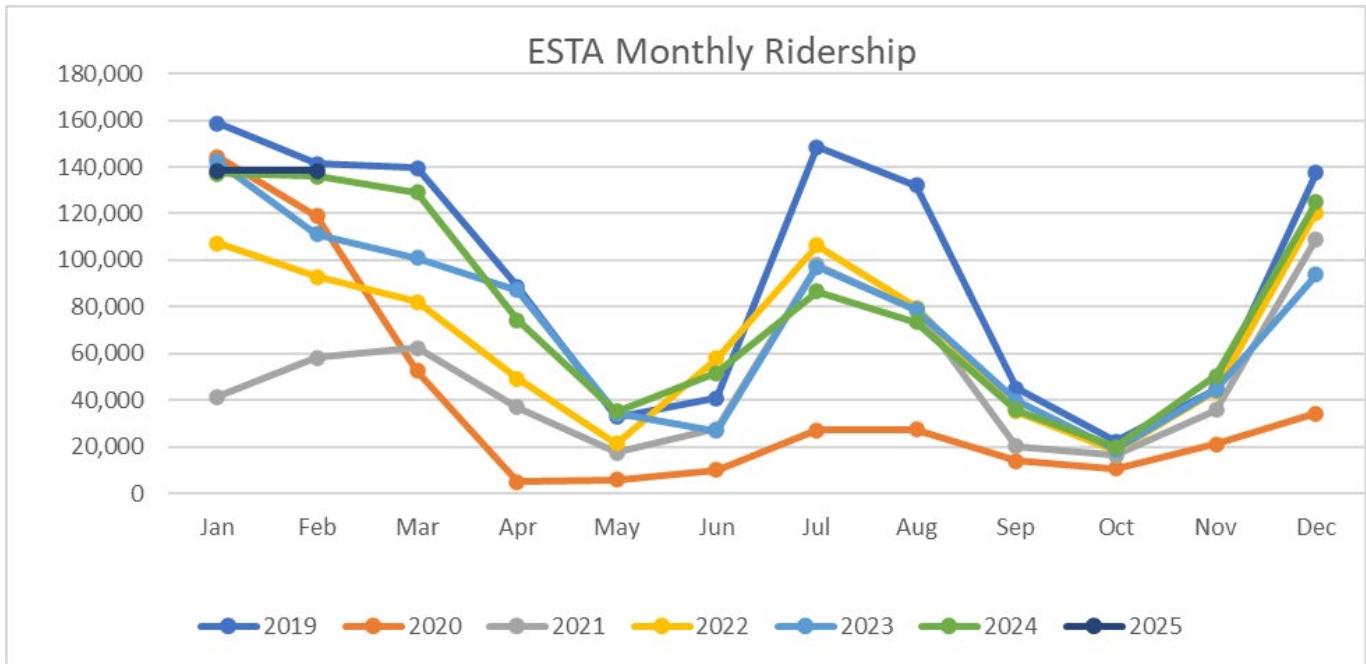
Ridership

There were no significant service cancellations affecting ridership. The tables below show the ridership by month and year since pre-Covid. The chart at the bottom shows the 2019 dark blue line which has served as our ridership goal for the last few years. We had another year of growth in 2024. Since we have experienced increasing ridership growth every year for the past five years, I will make a prediction that ESTA will break one million rides in 2025.

January Ridership Report									
Route	Pre-Covid 2019	2020	2021	2022	2023	2024	2025	Change Current vs. Last year	% Change Current vs Pre-Covid
Benton	28	38	1	0	1	8	6	-2	-79%
Bishop DART	3,637	3,492	2,170	2,428	3,531	3,598	3,451	-147	-5%
Bridgeport-Carson	14	20	3	12	8	8	20	12	43%
Lancaster	356	383	120	298	289	350	492	142	38%
Lone Pine-Bishop	273	272	133	169	234	231	348	117	27%
Lone Pine DART	370	481	319	351	393	400	552	152	49%
Mammoth Fixed	30,904	28,658	5,269	16,693	23,961	29,006	27,664	-1,342	-10%
Mammoth DART	426	151	97	183	327	210	288	78	-32%
Mountain Resort	121,230	108,752	32,894	85,954	112,126	101,217	103,315	2,098	-15%
Mammoth Express	564	520	141	454	518	572	623	51	10%
Night Rider	230	324	88	218	210	266	294	28	28%
Other	682	612	0	0	238	369	352	-17	-48%
Reno	606	592	240	620	546	874	947	597	166%
Walker DART	116	32	6	3	0	35	60	25	-48%
Total	159,436	144,327	41,481	107,383	142,382	137,144	138,412	1,268	-13%

February Ridership Report									
Route	Pre-Covid 2019	2020	2021	2022	2023	2024	2025	Change Current vs. Last year	% Change Current vs Pre-Covid
Benton	33.00	38.00	3.00	0.00	6.00	4.00	9.00	5	-73%
Bishop DART	3,279.00	3,334.00	1,957.00	2,112.00	3,250.00	3,192.00	3,386.00	194	3%
Bridgeport-Carson	14.00	18.00	4.00	20.00	19.00	13.00	21.00	8	50%
Lancaster	378.00	311.00	172.00	317.00	308.00	305.00	486.00	181	29%
Lone Pine-Bishop	174.00	213.00	197.00	146.00	211.00	239.00	268.00	29	54%
Lone Pine DART	331.00	464.00	317.00	372.00	387.00	369.00	492.00	123	49%
Mammoth Fixed	27,317.00	24,221.00	6,917.00	16,280.00	19,514.00	27,746.00	26,363.00	-1,383	-3%
Mammoth DART	309.00	121.00	127.00	185.00	255.00	286.00	305.00	19	-1%
Mountain Resort	108,157.00	89,277.00	47,820.00	72,116.00	85,746.00	102,098.00	103,880.00	1,782	-4%
Mammoth Exp	446.00	396.00	215.00	515.00	441.00	497.00	539.00	42	21%
Night Rider	300.00	238.00	80.00	241.00	214.00	285.00	266.00	-19	-11%
Other	254.00	242.00	0.00	0.00	101.00	0.00	0.00	0	-100%
Reno	378.00	311.00	172.00	317.00	308.00	305.00	893.00	588	136%
Walker DART	94.00	45.00	9.00	0.00	0.00	44.00	52.00	8	-45%
Total	141,464	119,229	57,990	92,621	110,760	135,383	136,960	1,577	-3%

Historical Ridership Data							
Year	2019	2020	2021	2022	2023	2024	2025
Jan	158,754	144,341	41,512	107,382	142,382	137,144	138,412
Feb	141,240	118,822	58,171	92,870	111,066	135,978	138,412
Mar	139,505	52,582	62,457	82,051	100,995	128,995	
Apr	88,883	5,086	37,046	49,395	87,321	74,479	
May	32,963	5,970	17,744	21,511	34,378	35,293	
Jun	40,859	10,175	27,664	58,080	26,893	51,591	
Jul	148,430	27,061	98,102	106,363	97,231	86,605	
Aug	131,970	27,404	78,722	79,686	78,931	73,509	
Sep	45,200	13,952	20,362	35,385	39,788	35,921	
Oct	22,493	10,684	16,439	18,409	18,715	20,006	
Nov	44,798	21,122	35,868	43,835	44,608	50,538	
Dec	137,404	34,229	109,009	120,536	93,774	124,938	
Total	1,132,499	471,428	603,096	815,503	876,082	954,997	



Technology

We are in the process of replacing our dial-a-ride software, and once that is complete, we will begin implementing the touchless fare payment system for the buses.

The new website software is performing well and it is much easier to edit.

Marketing

The All Aboard! 2025 program is under way with visits to Head Start preschool on the reservation. Each child receives a backpack with the Esty coloring book, crayons, schedule brochures, and free ride passes for the family. Feedback on the program is positive, and we have over a dozen events planned for the year.



STAFF REPORT

Subject: Financial Report – FY 2024/25
Initiated by: Dawn Vidal, Administration Manager

The year-to-date roll-up and year end forecast for the 2024/25 fiscal year are included on the following pages. Reports are as of April 1, 2025.

Fuel is budgeted at \$5.40 per gallon and average price per gallon was \$4.07 in December, 28% below budget.

Most of our revenue is collected through a reimbursement process, it is typical the year-to-date expenses are greater than revenue early in the fiscal year.

Expenses are coming in as expected. 5045-Compensated Absence has a higher budget and use than past years. This reflects employees cashing out hours in order to change PTO accrual limits to 480 hours. We are monitoring general operating expense, advertising and vehicle maintenance as they are trending to go over budget. We will continue to monitor closely.

Financial information as of: 4/1/2025 % of Fiscal Year: 75%

153299 - EASTERN SIERRA TRANSIT - ROLL UP

OPERATING Revenue		FY 24/25 Budget	YTD Actual	Balance	% of Budget	Year End Forecast	YE Forecast Variance	Comments
4061	LOCAL TRANSPORTATION TAX	2,156,564	1,405,278	751,286	65%	2,156,564	-	
4065	STATE TRANSIT ASST	614,146	326,444	287,702	53%	614,146	-	
4301	INTEREST FROM TREASURY	50,700	90,204	(39,504)	178%	50,700	-	
4498	STATE GRANTS	-	-	-	0%	-	-	budgeted all capital
4499	STATE OTHER	85,325	51,862	33,463	61%	85,325	-	
4555	FEDERAL GRANTS	799,345	4,307	795,038	1%	799,345	-	
4599	OTHER AGENCIES	1,189,665	622,126	567,539	52%	1,189,665	-	
4747	INSURANCE PAYMENTS	-	-	-	-	-	-	
4819	SERVICES & FEES	1,981,569	1,802,639	178,930	91%	1,981,569	-	
4959	MISCELLANEOUS REVENUE	65,000	20,205	44,795	31%	65,000	-	
4999	PRIOR YEARS REIMBURSEMENTS	-	-	0	-	-	-	
Revenue Total:		6,942,314	4,323,065	2,619,249	62%	6,942,314		

Operating Expenditure:		FY 24/25 Budget	YTD Actual	Balance	% of Budget	Year End Forecast	YE Forecast Variance	Comments
5001	SALARIED EMPLOYEES	2,072,363	1,477,853	594,510	71%	2,072,363	-	
5003	OVERTIME	190,045	172,186	17,859	91%	190,045	-	
5005	HOLIDAY OVERTIME	187,126	160,330	26,796	86%	187,126	-	
5012	PART TIME EMPLOYEES	633,207	545,253	87,954	86%	633,207	-	
	Wages subtotal	3,082,741	2,355,622	727,119	76%	3,082,741	-	
5021	RETIREMENT & SOCIAL SECURITY	69,949	47,535	22,414	68%	69,949	-	
5022	PERS RETIREMENT	246,560	191,793	54,767	78%	246,560	-	
5025	RETIREE HEALTH BENEFITS	-	-	-	0%	-	-	
5031	MEDICAL INSURANCE	348,280	243,285	104,995	70%	348,280	-	
5043	OTHER BENEFITS	56,636	24,569	32,067	43%	56,636	-	
5045	COMPENSATED ABSENCE EXPENSE	222,000	186,755	35,245	84%	222,000	-	
5046	OPEB EXPENSE	40,000	40,000	-	100%	40,000	-	Paid in Advance
5047	EMPLOYEE INCENTIVES	9,000	7,130	1,870	79%	9,000	-	
5111	CLOTHING	8,000	3,232	4,768	40%	8,000	-	
5152	WORKERS COMPENSATION	90,057	90,057	-	100%	90,057	-	Paid in Advance
5154	UNEMPLOYMENT INSURANCE	24,600	24,456	144	99%	24,600	-	
5158	INSURANCE PREMIUM	200,744	200,748	(4)	100%	200,744	-	Paid in Advance
5171	MAINTENANCE OF EQUIPMENT	741,490	657,848	83,642	89%	741,490	-	
5173	MAINTENANCE OF EQUIPMENT-MA	-	-	-	0%	-	-	
5191	MAINTENANCE OF STRUCTURES	-	-	-	0%	-	-	

Operating Expenditure:		FY 24/25 Budget	YTD Actual	Balance	% of Budget	Year End Forecast	YE Forecast Variance	Comments
5211	MEMBERSHIPS	1,775	1,104	671	62%	1,775	-	
5232	OFFICE & OTHER EQUIP < \$5,000	15,315	4,817	10,498	31%	15,315	-	
5238	OFFICE SUPPLIES	6,851	3,307	3,544	48%	6,851	-	
5253	ACCOUNTING & AUDITING SERVICE	69,471	49,900	19,571	72%	69,471	-	
5260	HEALTH - EMPLOYEE PHYSICALS	7,500	4,111	3,389	55%	7,500	-	
5263	ADVERTISING	52,803	47,706	5,097	90%	52,803	-	Bus Wrap and upgraded ESTY
5265	PROFESSIONAL & SPECIAL SERVICE	346,777	246,477	100,300	71%	346,777	-	
5291	OFFICE, SPACE & SITE RENTAL	216,128	155,199	60,929	72%	216,128	-	
5311	GENERAL OPERATING EXPENSE	108,235	96,018	12,307	89%	108,235	-	
5326	LATE FEES & FINANCE CHARGES	410	299	111	73%	410	-	
5331	TRAVEL EXPENSE	5,603	2,031	3,572	36%	5,603	-	
5332	MILEAGE REIMBURSEMENT	5,000	7,569	(2,569)	151%	5,000	-	Budget Change Pending
5351	UTILITIES	117,893	64,966	52,927	55%	117,893	-	
5352	FUEL & OIL	705,489	423,415	282,074	60%	705,489	-	Does not include TOML March 2025
5539	OTHER AGENCY CONTRIBUTIONS	20,000	-	20,000	0%	20,000	-	
5901	CONTINGENCIES	69,000	-	69,000	0%	69,000	-	
	Expenditure Total:	6,888,307	5,179,950	1,708,448	75%	6,888,307	-	

TRANSFERS Expenditure		FY 24/25 Budget	YTD Actual	Balance	% of Budget	Year End Forecast	YE Forecast Variance	Comments
5798	CAPITAL REPLACEMENT	77,675	-	77,675	-	77,675	-	
5801	OPERATING TRANSFERS OUT	-	-	-	-	-	-	
	Expenditure Total:	77,675	-	77,675	-	77,675	-	

NET TRANSFERS

Projected Revenue less Projected Expenses:	54,007
	-
Less Capital Replacement Transfers:	77,675
Less Capital Structures & Improvements:	35,000
Operating Balance:	(58,668)

CAPITAL ACCOUNT Revenue		FY 24/25 Budget	YTD Actual	Balance	% of Budget	Year End Forecast	YE Forecast Variance	Comments
4911	Sales of Fixed Assets	-	-	-	0%	-	-	
4067	STATE TRANSIT ASST-CAPITAL	10,550	-	(10,550)	0%	10,550	-	
4495	STATE GRANTS - CAPITAL	136,035	136,035	-	100%	136,035	-	
4557	FEDERAL GRANTS - CAPITAL	561,000	-	(561,000)	0%	561,000	-	
4911	SALE OF FIXED ASSETS						-	

Capital Expenditures

5640	STRUCTURES & IMPROVEMENTS	35,000	76,263	(41,263)	218%	35,000	-	
5650	EQUIPMENT	10,000	-	10,000	0%	10,000	-	
5655	VEHICLES	1,564,363	904,362	660,002	58%	1,564,363	-	
	Expenditure Total:	1,609,363	980,624	628,739	61%	1,609,363	-	

Breakdown of 4819 Service & Fees Revenue	
MMSA Fees	926,290
Red's Revenue	422,729
All Other Passenger Fares	453,620
Total 4819	1,802,639

COUNTY OF INYO
Budget to Actuals with Encumbrances by Key/Obj

Ledger: GL

As of 4/1/2025

Object	Description	Budget	Actual	Encumbrance	Balance	%
Key: 153298 - ESTA - BUDGET						
OPERATING						
Revenue						
Expenditure						
NET OPERATING		0.00	0.00	0.00	0.00	
CAPITAL ACCOUNT						
Revenue						
NET CAPITAL ACCOUNT		0.00	0.00	0.00	0.00	
Key: 153299 - EASTERN SIERRA TRANSIT						
OPERATING						
Revenue						
4061	LOCAL TRANSPORTATION TAX	2,156,564.00	1,405,278.00	0.00	751,286.00	65.16
4065	STATE TRANSIT ASST	614,146.00	326,444.00	0.00	287,702.00	53.15
4301	INTEREST FROM TREASURY	50,700.00	90,203.69	0.00	(39,503.69)	177.91
4499	STATE OTHER	85,325.00	51,862.00	0.00	33,463.00	60.78
4555	FEDERAL GRANTS	799,345.00	4,306.76	0.00	795,038.24	0.53
4599	OTHER AGENCIES	1,189,665.00	622,126.26	0.00	567,538.74	52.29
4819	SERVICES & FEES	1,981,569.00	1,802,638.54	0.00	178,930.46	90.97
4959	MISCELLANEOUS REVENUE	65,000.00	20,205.34	0.00	44,794.66	31.08
	Revenue Total:	6,942,314.00	4,323,064.59	0.00	2,619,249.41	62.27
Expenditure						
5001	SALARIED EMPLOYEES	2,072,363.00	1,477,853.01	0.00	594,509.99	71.31
5003	OVERTIME	190,045.00	172,186.19	0.00	17,858.81	90.60
5005	HOLIDAY OVERTIME	187,126.00	160,329.67	0.00	26,796.33	85.68
5012	PART TIME EMPLOYEES	633,207.00	545,253.34	0.00	87,953.66	86.10
5021	RETIREMENT & SOCIAL SECURITY	69,949.00	47,534.88	0.00	22,414.12	67.95
5022	PERS RETIREMENT	246,560.00	191,793.34	0.00	54,766.66	77.78
5031	MEDICAL INSURANCE	348,280.00	243,284.72	0.00	104,995.28	69.85
5043	OTHER BENEFITS	56,636.00	24,569.44	0.00	32,066.56	43.38
5045	COMPENSATED ABSENCE EXPENSE	222,000.00	186,755.39	0.00	35,244.61	84.12
5046	OPEB EXPENSE	40,000.00	40,000.00	0.00	0.00	100.00
5047	EMPLOYEE INCENTIVES	9,000.00	7,130.02	0.00	1,869.98	79.22
5111	CLOTHING	8,000.00	3,231.62	0.00	4,768.38	40.39
5152	WORKERS COMPENSATION	90,057.00	90,057.00	0.00	0.00	100.00
5154	UNEMPLOYMENT INSURANCE	24,600.00	24,455.98	0.00	144.02	99.41
5158	INSURANCE PREMIUM	200,744.00	200,748.00	0.00	(4.00)	100.00
5171	MAINTENANCE OF EQUIPMENT	741,490.00	657,847.83	0.00	83,642.17	88.71
5211	MEMBERSHIPS	1,775.00	1,104.00	0.00	671.00	62.19
5232	OFFICE & OTHER EQUIP < \$5,000	15,315.00	4,816.71	0.00	10,498.29	31.45
5238	OFFICE SUPPLIES	6,851.00	3,307.34	0.00	3,543.66	48.27
5253	ACCOUNTING & AUDITING SERVICE	69,471.00	49,899.97	0.00	19,571.03	71.82
5260	HEALTH - EMPLOYEE PHYSICALS	7,500.00	4,111.20	0.00	3,388.80	54.81
5263	ADVERTISING	52,803.00	47,705.83	0.00	5,097.17	90.34
5265	PROFESSIONAL & SPECIAL SERVICE	346,777.00	246,477.32	0.00	100,299.68	71.07
5291	OFFICE, SPACE & SITE RENTAL	216,128.00	155,199.12	0.00	60,928.88	71.80
5311	GENERAL OPERATING EXPENSE	108,325.00	96,018.26	0.00	12,306.74	88.63
5326	LATE FEES & FINANCE CHARGES	410.00	298.70	0.00	111.30	72.85
5331	TRAVEL EXPENSE	5,603.00	2,030.88	0.00	3,572.12	36.24
5332	MILEAGE REIMBURSEMENT	5,000.00	7,569.19	0.00	(2,569.19)	151.38

COUNTY OF INYO
Budget to Actuals with Encumbrances by Key/Obj

Ledger: GL

As of 4/1/2025

Object	Description	Budget	Actual	Encumbrance	Balance	%
5351	UTILITIES	117,893.00	64,965.78	0.00	52,927.22	55.10
5352	FUEL & OIL	705,489.00	423,414.77	0.00	282,074.23	60.01
5539	OTHER AGENCY CONTRIBUTIONS	20,000.00	0.00	0.00	20,000.00	0.00
5700	CONSTRUCTION IN PROGRESS	0.00	31,845.97	0.00	(31,845.97)	0.00
5901	CONTINGENCIES	69,000.00	0.00	0.00	69,000.00	0.00
Expenditure Total:		<u>6,888,397.00</u>	<u>5,211,795.47</u>	<u>0.00</u>	<u>1,676,601.53</u>	<u>75.66</u>
NET OPERATING		<u>53,917.00</u>	<u>(888,730.88)</u>	<u>0.00</u>	<u>942,647.88</u>	
NON-OPERATING						
Revenue						
NET NON-OPERATING		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CAPITAL ACCOUNT						
Revenue						
4067	STATE TRANSIT ASST-CAPITAL	10,550.00	0.00	0.00	10,550.00	0.00
4495	STATE GRANTS - CAPITAL	136,035.00	136,035.00	0.00	0.00	100.00
4557	FEDERAL GRANTS - CAPITAL	561,000.00	0.00	0.00	561,000.00	0.00
Revenue Total:		<u>707,585.00</u>	<u>136,035.00</u>	<u>0.00</u>	<u>571,550.00</u>	<u>19.22</u>
Expenditure						
5630	LAND IMPROVEMENTS	15,000.00	0.00	0.00	15,000.00	0.00
5640	STRUCTURES & IMPROVEMENTS	35,000.00	76,262.95	0.00	(41,262.95)	217.89
5655	VEHICLES	1,564,363.00	904,361.50	0.00	660,001.50	57.81
Expenditure Total:		<u>1,614,363.00</u>	<u>980,624.45</u>	<u>0.00</u>	<u>633,738.55</u>	<u>60.74</u>
NET CAPITAL ACCOUNT		<u>(906,778.00)</u>	<u>(844,589.45)</u>	<u>0.00</u>	<u>(62,188.55)</u>	
TRANSFERS						
Revenue						
Expenditure						
5798	CAPITAL REPLACEMENT	77,675.00	0.00	0.00	77,675.00	0.00
Expenditure Total:		<u>77,675.00</u>	<u>0.00</u>	<u>0.00</u>	<u>77,675.00</u>	<u>0.00</u>
NET TRANSFERS		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
153299 Total:		<u>(930,536.00)</u>	<u>(1,733,320.33)</u>	<u>0.00</u>	<u>802,784.33</u>	

**COUNTY OF INYO
 UNDESIGNATED FUND BALANCES**

AS OF 06/30/2025

	Claim on Cash 1000	Accounts Receivable 1100,1105,1160	Loans Receivable 1140	Prepaid Expenses 1200	Accounts Payable 2000	Loans Payable 2140	Deferred Revenue 2200	Computed Fund Balance	Encumbrances	Fund Balance Undesignated
ESTA - EASTERN SIERRA TRANSIT AUTHORI										
1532 EASTERN SIERRA TRANSIT	3,560,711	904,469	18,429		34,905			4,448,704		4,448,704
1533 ESTA ACCUMULATED	1,899,028							1,899,028		1,899,028
1534 ESTA GENERAL RESERVE	561,554							561,554		561,554
1535 ESTA BUDGET STAB	224,620							224,620		224,620
1536 REDS MEADOW ROAD	192,358							192,358		192,358
6809 SRTP TRANSPORT PLAN	63,539							63,539		63,539
6820 NON-EMERGENCY TRAN REIM	6,982					10,432		(3,450)		(3,450)
6822 LCTOP-ELECTRIC VEHICLE	179,946							179,946		179,946
6824 ESTA-LCTOP	78,972	3			108	7,997		70,870		70,870
6825 BISHOP ADMIN BUILDING	43,124							43,124		43,124
ESTA Totals	6,810,834	904,472	18,429		35,013	18,429		7,680,293		7,680,293
Grand Totals	6,810,834	904,472	18,429		35,013	18,429		7,680,293		7,680,293

STAFF REPORT

Subject: Preliminary FY25/26 Budget

Presented By: Phil Moores, Executive Director

BACKGROUND:

ESTA's Joint Powers Agreement (JPA) states that each year, the Authority shall prepare and submit to the Board of Directors a proposed budget for the upcoming fiscal year.

ANALYSIS/DISCUSSION:

A preliminary budget for FY25/26 is being presented to the Board to provide opening information and it is intended to provide a general financial overview of the upcoming year and to solicit direction from the Board prior to finalization.

The preliminary budget anticipates service levels that are slightly higher than last year by around 600 service hours. This expansion is listed in the Summer Service Review report under another item in this meeting agenda. A summary of preliminary revenues and expenses by major category is detailed in the tables below.

Revenues	24-25 Estimate	25-26 Estimate	Variance
LTF	\$1,852,365	\$2,050,000	\$197,635
STA	\$614,147	\$519,576	-\$94,571
Interest from Treasury	\$25,000	\$170,000	\$145,000
State Grants Other	\$172,651	\$90,000	-\$82,651
Federal Grants	\$1,520,000	\$951,000	-\$569,000
Other Agencies	\$1,184,165	\$1,188,500	\$4,335
Fares & Fees	\$1,856,254	\$2,400,000	\$543,746
Miscellaneous	\$55,000	\$100,000	\$45,000
Total	\$7,279,582	\$7,469,076	\$189,494

Expenses	24-25 Estimate	25-26 Estimate	Variance
Salaries & Benefits	\$2,944,944	\$3,239,438	\$294,494
Insurance	\$410,235	\$455,165	\$44,930
Maintenance	\$735,221	\$938,100	\$202,879
Fuel	\$750,256	\$692,100	-\$58,156
Facilities	\$229,352	\$235,000	\$5,648
Services	\$236,520	\$510,000	\$273,480
All Other	\$1,056,258	\$1,231,000	\$174,742
Capital Replacement	\$145,252	\$145,252	\$0
Total	\$6,508,038	\$7,446,055	\$938,017

FINANCIAL CONSIDERATIONS

A budget for the FY25/26 fiscal year is required to operate ESTA's services. The preliminary budget presented at this time is an estimate of the revenues and expenditure now known or anticipated. Further financial and operational information will be developed in the next few months prior to the anticipated final budget to be presented for the Board's consideration at the June 25th Board meeting.

INFORMATION ONLY

This preliminary budget is presented for the Board's information, in compliance with the ESTA Joint Powers Agreement, and to receive any desired input from the Board as the FY25/26 budget is finalized.

STAFF REPORT

Subject: Six-Month Service Recommendations

Presented by: Phil Moores, Executive Director

BACKGROUND:

ESTA's Service Change Policy includes a plan for bi-annual service planning sessions to allow the Board an opportunity to review and approve the services proposed to be operated for the coming six months.

ANALYSIS/DISCUSSION:

The following pages detail the specific routes that are planned to be operated by Eastern Sierra Transit for what is considered the summer season, from April through October of 2025.

Transit services are defined as follows and categorized in Table 1:

Fixed Route – This type of bus service follows a defined route and stops only at designated stops.

Demand Response – This service runs on scheduled trips assigned to vehicles after a call in from a passenger.

Core (Cor) – A core service carries the majority of passengers and serves higher population areas with a fixed route approach.

Commuter (Com) – A commuter route operates during peak travel periods and is designed to deliver passengers to and from work on a fixed route.

Dial-a-Ride (DAR) – This demand response service is a door-to-door service that fits nicely in small communities that do not have sufficient population density to support a fixed route.

ADA Paratransit (Par) – Also a demand response service, this is a federally mandated service designed to serve the disabled community. The Americans with Disabilities Act of 1990 requires a transit agency to provide a service that compliments the regularly schedule fixed routes that a disabled person cannot use.

Market Development (MD) – This is an experimental service that tests a previously unserved area for potential. The prescribed method for introducing new service is a three-year schedule. Year one is considered a marketing

outreach, and year two is a telling year where ridership either increases, stays flat, or declines. In cases where ridership increases in the second year, a third year is recommended. In cases where ridership declines or remains flat in the second year, a third year is not recommended without significant changes to attempt improvement.

Lifeline (LL) – This service is designed to connect remote low-density populations to important services in higher density cities. Typically, it runs infrequently, but provides citizens access to medical, government, and other services not available otherwise.

Charter (Chr) – Charters are bus trips not part of regular services. They are requested and paid for to provide exclusive service outside the regular routes of a transit system. They are irregularly scheduled and sometimes exclude the general public. ESTA is required to evaluate, track, and report on all charter services through a federal website.

Table 1

Planned ESTA Services May 2025 through October 2025												
Route	Type	Days of Week							Hours	Service Period	Description	
		S	M	T	W	T	F	S				
Walker DAR	DAR		X	X			X	X		8am-4:30pm	year-round	1 bus, Carson Wed., Mammoth Tue.
Bridgeport - Carson	LL				X					11am-6:30pm	year-round	1 roundtrip on Wednesday
Walker to Mammoth	LL			X						8am-5pm	Tuesdays	Operated by Walker DAR driver. Res. Only
Mammoth DAR	Par		X	X	X	X	X	X		8am-5pm	year-round	Provides ADA paratransit backup
Purple Line	Cor	X	X	X	X	X	X	X		7am-6pm	year-round	1 bus with 30-minute headways
Teal Line	Cor	X	X	X	X	X	X	X		7am-6pm	year-round	1 bus with 30-minute headways
Mammoth Winter Trolley	Cor	X	X	X	X	X	X	X		5:40p-2am	Through April 21	2 buses with 30-minutes service till 2am
Mammoth Shoulder Season Trolley	Cor	X	X	X	X	X	X	X		7am-10pm	mid-April to mid-June Labor Day till Nov.	2 buses with 30-minutes service till 2am 3 buses with 30-minutes service until 10pm.
Mammoth Summer Trolley	Cor	X	X	X	X	X	X	X		7am-2am	May 26-Nov 16	Reduced till 2am
Mammoth Lakes Basin Trolley	Cor	X	X	X	X	X	X	X		8am-6pm	June 16-Labor Day after Labor Day till Oct. 1	2 buses with 30-minutes service, 3 on Sat. 1 bus with 60-minute service and 2 on Sat.
Red Line	Cor	X	X	X	X	X	X	X		7am-5:30pm	Thru April	3 buses with 20-minute service As many as 6 buses on busy days
Blue Line	Cor	X	X	X	X	X	X	X		7am-5:20pm	Thru April	1 bus with 15-minute service
Green Line	Cor	X	X	X	X	X	X	X		7:30am-5:30pm	Thru April	1 bus with 15-minute service
Yellow Line	Cor	X	X	X	X	X	X	X		7:30am-5:30pm	Thru April	1 bus with 20-minute service
Mammoth Express	Com	X	X	X	X	X	X	X		see schedule	year-round	8 trips weekday, 2 weekend
395 Reno	Cor	X	X	X	X	X	X	X		see schedule	year-round	1 roundtrip daily
395 Lancaster	Cor	X	X	X	X	X	X	X		see schedule	year-round	1 roundtrip daily
Benton - Bishop	LL			X				X		8:30am leave 2:30pm return	year-round	1 roundtrip daily, 2 days per week
Bishop DAR	DAR	X	X	X	X	X	X	X		7am-6:30pm (M-F) 8:30am-6pm (Sat) 8am-1pm (Sun)	year-round	Door-to-door service in Bishop
Nite Rider	DAR							X	X	6pm-2am	year-round	Friday and Saturday nights (and New Years Eve & Tri-county Fair Sunday)
Lone Pine - Bishop	Com	X	X	X	X	X	X	X		see schedule	year-round	6 trips weekdays, 2 weekends
Lone Pine DAR	DAR	X	X	X	X	X	X	X		7:30am-3:30pm	year-round	1 bus - door-to-door service
Reds Meadow Shuttle	Cor	X					X	X		7am-7pm	July 4-Labor Day	6-11 buses with 20-minute service

Legend: Cor=Core, Chr=Charter, DAR=Dial-a-Ride, Par=Paratransit Required, MD=Market Development, LL=Lifeline, Com=Commuter

The proposed services and changes for the coming six months include the following:

- Added Lancaster Sundays

- Added Lone Pine Express on Sundays
- All other services approved for operation in FY24-25 are proposed to continue in FY25-26.

Schedule – new services are expected to begin July 1st.

FINANCIAL CONSIDERATIONS

The transit service detailed on the preceding pages will be included in the ESTA FY 2025-26 budget and will be consistent with the revenues included in the budget.

RECOMMENDATION

It is recommended that the Board approve the services listed for the summer of 2025.