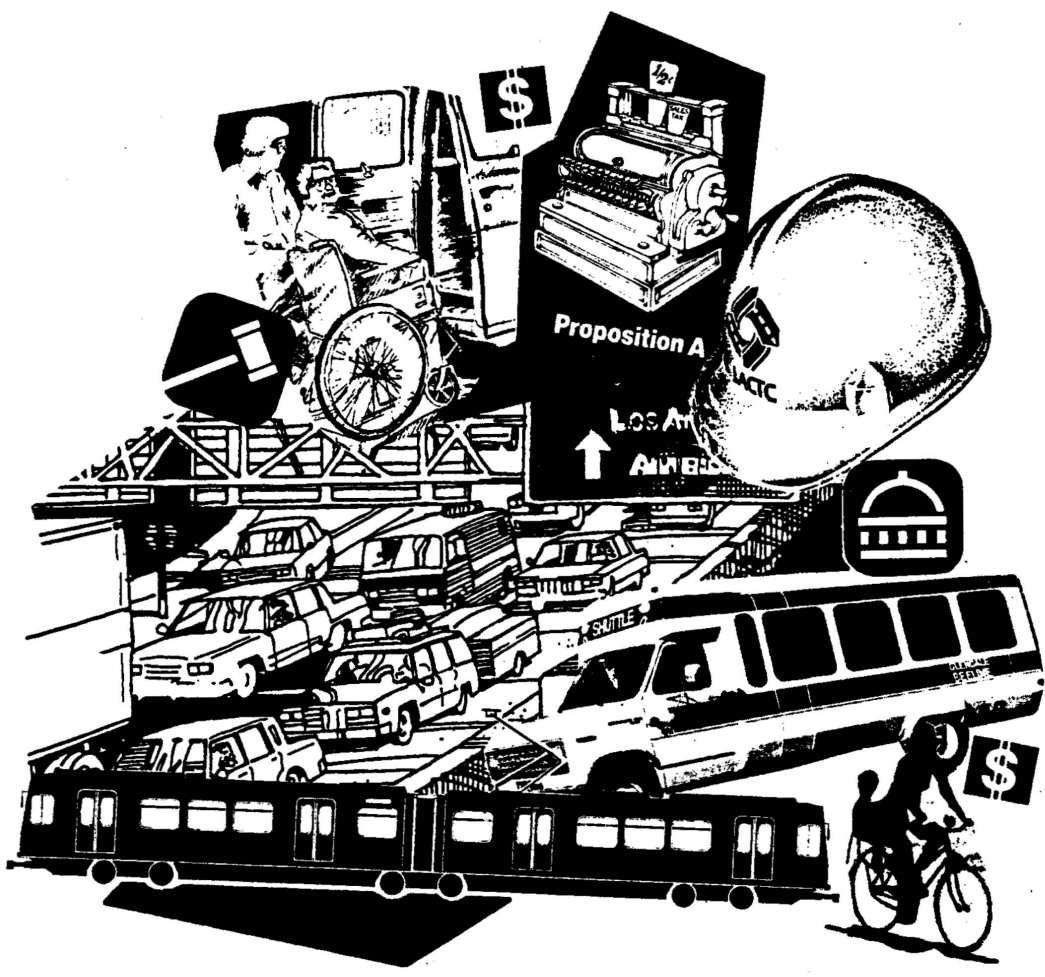


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FY. 87 - 88 Operating Budget

Adopted. June 24, 1987



SPORTATION COMMISSION

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Los Angeles County
Transportation
Commission
403 West Eighth Street
Suite 500
Los Angeles
California 90014-3096
(213) 626-0370

June 10, 1987

MEMO TO: LACTC MEMBERS AND ALTERNATES

FROM: EXECUTIVE DIRECTOR

SUBJECT: LACTC OPERATING BUDGET FY 1987-88

INTRODUCTION

I am pleased to submit for your consideration a proposed operating and capital budget for Fiscal Year (FY) 1987-88 for the Los Angeles County Transportation Commission.

BUDGET FORMAT

The budget is organized into operating and capital elements consistent with the current budget and the agency's accounting system.

Operating Budget

The agency's operating budget consists of those expenses devoted to our basic AB 1246 responsibilities and administration of Proposition A funds (40% discretionary fund, 25% local return and 35% rail set-aside). These activities are funded by Transportation Development Act (TDA) funds as originally provided for in AB 1246 and by Proposition A revenues.

The operating budget is further broken down into the four organizational divisions of the agency:

Programming and Fiscal Analysis
Government and Public Affairs
Finance and Administration
Transit Development

Each division has direct control of certain budgeted expense line items, such as overtime, training, and travel. Other line item expenses are administered agencywide by the Finance and Administration division, such as salaries, fringe benefits and office space. Budget control is provided in part by a monthly budget performance report.

Capital Projects

The capital projects budget is divided into the Long Beach/Los Angeles Project, the Century/El Segundo Project and Other Projects which includes financing costs and rail development expenditures for capital projects yet to be authorized for construction or projects being managed by another agency. These include route refinement studies (Pasadena and Marina lines), EIR's (San Fernando Valley line), Metro Rail disbursements and monitoring and miscellaneous planning studies.

MTA LIBRARY

The budgets for LACTC-managed projects (Long Beach/Los Angeles and Century/El Segundo) reflect the expected expenditures on those projects during FY 1987-88. The Long Beach/Los Angeles Project budget is based on the Program Plan adopted for the project in March, 1985 and amended in March, 1986. The Century Project is based on the Program Plan adopted for the project in March, 1986. The El Segundo portion of that project is based on a project approved in December 1986. In the current fiscal year, both projects will be fully funded from bond proceeds.

Contents of Budget Document

The contents of this budget document and attachments are as follows:

Budget Message.....	Page 1
Table I - Financial Status Report.....	Page 7
Table II - Combined Operating & Capital Projects Budget.....	Page 8
Table IIA - Capital Projects Budget by Project.	Page 10
Table III - Operating Budget Comparison.....	Page 12
Table IIIA- Operating Budget Funding.....	Page 13
Table IV - Overall Budget Summary.....	Page 14
Attachment I - Division Budget Summaries.....	Page 15
Attachment II - Summaries of Progress Toward LACTC Five Year Strategic Objectives, FY 1986-87 Objectives and FY 1987-88 Objectives.....	Page 23
Attachment III - LACTC Organization Chart.....	Page 41
Attachment IV - Affirmative Action Status Report.....	Page 42
Attachment V - Budget Line Item Definitions....	Page 46

BUDGET OVERVIEW

Revenue and Expenditure Summary

On Table I (Financial Status Report) projected revenue of \$5,811,681 exceeds projected operating expenditures by \$961,081 or 16.5%. Of total revenue, 54.2% is from Proposition A and 30.7% is from TDA allocation. Of total expenditures 61.1% is for Personnel, 25.6% is for Operating Expenses and 13.2% is for Contracts.

The combined operating and capital projects budget for FY 1987-88 is presented in Table II. It totals \$339 million with the following breakdown:

Personnel	\$ 6,429,040	1.9%
Operations	13,020,390	3.8%
Contracts	1,129,630	0.3%
Construction	290,496,300	85.8%
Contingency/Project Res.	<u>28,253,121</u>	8.2%
TOTAL	\$339,328,481	100.0%

The Capital Projects Budget is broken down by project in Table IIA for a more detailed examination. It includes line item detail for the Long Beach/Los Angeles Project, the Century/El Segundo Project and all Other projects. The breakdown of capital project expenditures is graphically illustrated in a pie-chart graph (Figure 1) on the next page.

Table III compares the proposed FY 1987-88 operating budget with the current budget and the preceding year. The overall proposed operating budget, excluding contingency reserve, is \$69,880 or 1.4% below the budget for the current fiscal year. The personnel portion increases by 7.1%; operating expenses increases by 2.9% and contracts decreases by 31.9%. The comparative changes in each budget category over a three year period is graphically illustrated in the bar-chart graph (Figure 2) on the following page.

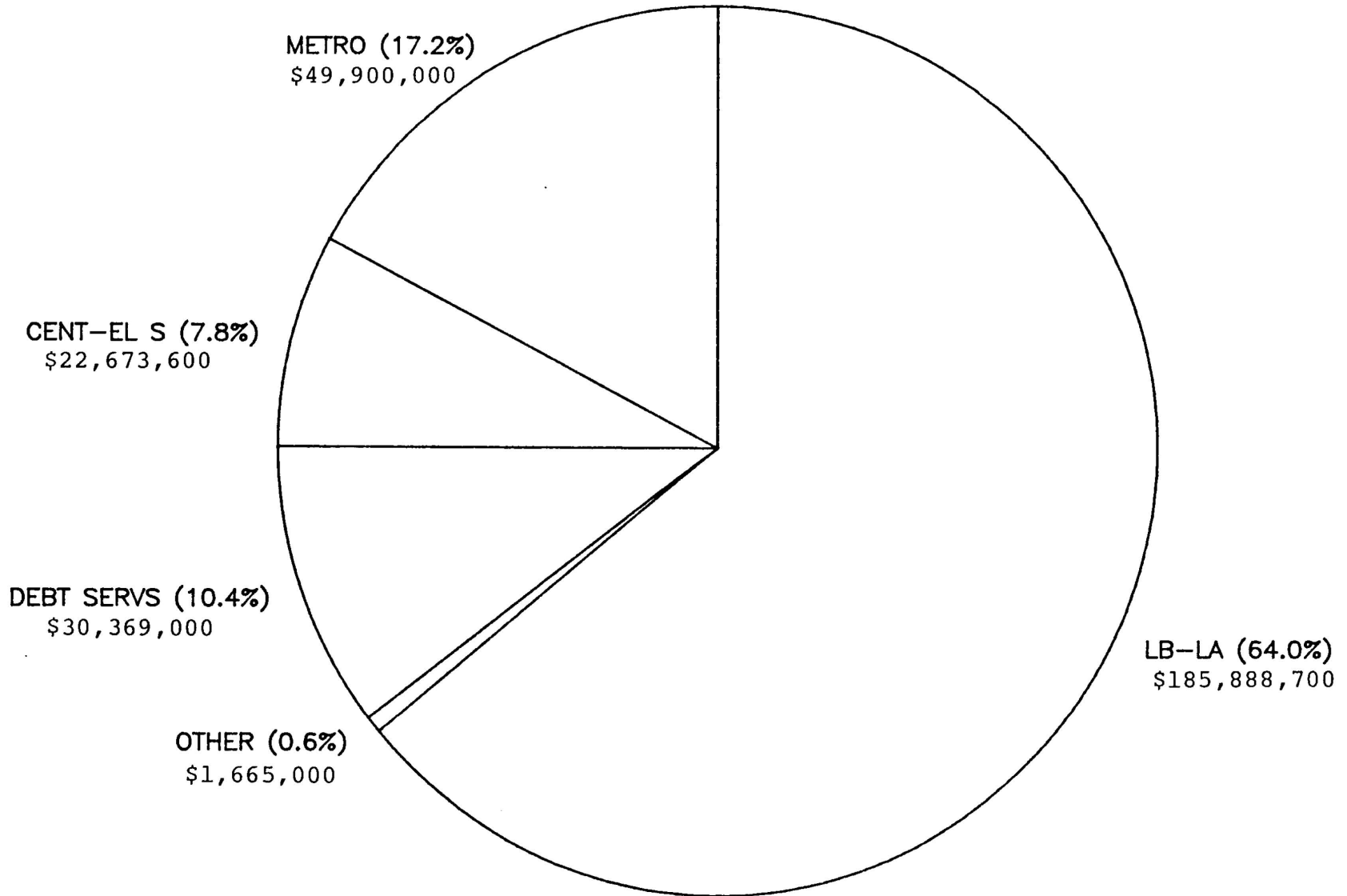
Construction activity is gathering momentum as demonstrated by the \$290.5 million of anticipated development costs in the proposed budget, a threefold increase over the \$92.7 million in the current budget.

Table IIIA distributes the revenue sources for the operating budget between Transit Development Act (TDA) proceeds and Proposition A proceeds. A distribution was made of staff hours dedicated to administration of Prop A activities versus all other agency functions. That portion of staff time dedicated to Prop A administration is funded from Proposition A proceeds.

FY 87 -- 88 BUDGET

CAPITAL PROJECT DISTRIBUTION

Figure 1



FY 86 THRU FY 88 BUDGETS

OPERATING BUDGET COMPARISON

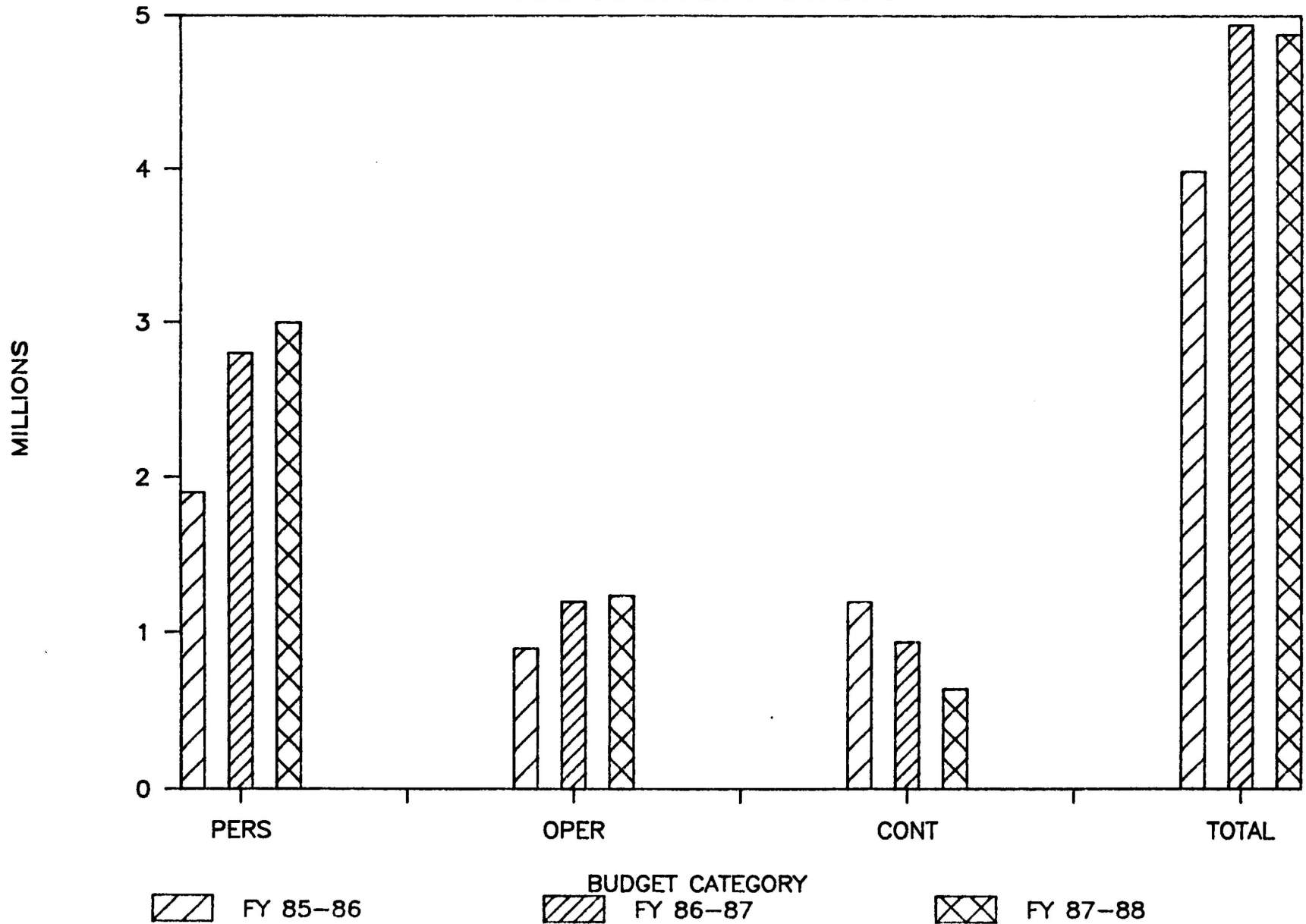


Figure 2

LACTC Members and Alternates

June 10, 1987

Page 4

Staff time dedicated to the original transportation planning, funding, and oversight functions required under AB 1246 is funded from TDA funds provided for those purposes in our chartering legislation. The resulting labor distribution percentages are applied to support staff and agency overhead. On that basis 36% of the proposed operating budget (exclusive of contracts and project reserve) is funded by TDA funds and the remaining 64% is funded from Proposition A proceeds. In addition, contract expenses are charged on a case-by-case basis to the appropriate funding source.

Table IV reports beginning balances for all funding sources, estimated revenues and expenditures for FY 1987-88, and estimated ending balances. Bond proceeds drawn by the agency for rail construction are deposited with the State Treasurers' Local Agency Investment Fund (LAIF). This fund offers day-in day-out liquidity with a current average yield of 7.17%.

Sufficient resources are kept on deposit in Commission checking accounts to facilitate daily transactions. All other funds are deposited with the Los Angeles County Treasurer's Office Pooled Investment Fund, also with day-in day-out liquidity. Their current average yield is 6.75%.

The agency sold a \$707,615,000 bond issue in July, 1986 with varying maturities grouped in five series A thru E. Only proceeds of Series A have been drawn down. All other bond proceeds are managed by the trustee, First Interstate Bank. They are invested in U.S. Treasury Bills, FNMA and GNMA investment agreements, and other permitted investments. These funds are not recognized as revenue until they are drawn down from the trustee.

Personnel

The agency's current staff authorization is 99 including 74 professional and 25 support staff. The Salaries line item includes four proposed additional staff positions; a Highway Analyst, an Administrative Services Analyst, a Rail Development Engineer and a Senior Secretary. Details and justification for the four positions are provided in the Division Summary Sections, Attachment I.

The budget also includes \$325,350 for contract employees to provide professional expertise for peak periods in areas such as right-of-way acquisitions and processing construction contracts. The need for additional assistance is driven entirely by the accelerating pace of rail construction and is not expected to be constant over the long-term, hence the recommended use of contract assistance.

The budget includes a cost-of-living adjustment, effective July 1, 1987, for all employees except the Executive Director. The CPI forecasts of the UCLA Business Forecast, Blue Chip Economic Indicators, and Security Pacific Bank Economic Research project an increase in the Los Angeles Area Consumer Price Index for 1988 ranging from 4.3 to 4.6%. The proposed budget includes a 4% cost-of-living adjustment.

Operating Expenses

Table III "Operating Budget Comparison" reveals that some line items increased while others decreased. The following is a brief explanation of line item increases of over 10%.

Office Space - Increase reflects a rent adjustment per terms of our lease agreement, plus additional storage space rented in the basement and building improvements.

Equipment Rental/Maintenance - Increase reflects anticipated need for expansion of telephone system and personal computer maintenance.

Printing - Increase reflects costs of producing new public information and graphics materials (light rail video/film, LACTC annual report, 10-year highway plan brochure, Proposition A rail system posters, transit TIPS and local return guidelines).

Advertising/Notices - Increase reflects cost of advertising additional community meetings and public hearings on the 10-year highway plan, San Fernando Valley EIR, Pasadena route refinement, other studies and construction contracts offered for bid.

Tuition Reimbursement - Provision for anticipated increased use by employees.

CONTRACTUAL SERVICES

Identification of proposed contracts are included under each division budget summary (Attachment I). Staff will request authorization to initiate the contracting process (which will be carried out in accordance with our procurement policy) for non-recurring contracts in excess of \$10,000, excluding Long Beach/Los Angeles or Century/El Segundo project contracts.

In the event that SB 2 and/or AB 18 are passed, a variety of transition issues will have to be studied to affect a smooth reorganization by the effective merger date. Key issues that would require clear definition include:

- o Details of the organizational structure.
- o Legal ramifications of the consolidation.
- o Staffing redundancies and/or deficiencies.
- o Consistency of job classifications and compensation.
- o Consolidation of rail development functions.
- o Merger of accounting and budgetary procedures.
- o Coordination of management information systems.

The proposed budget does not include funds for consulting services to address these issues, which is likely to be needed. In the event such work is deemed necessary, the cost of such consulting services will be proposed as a budget amendment.

SPECIAL PROJECT RESERVES

Staff estimates a special project reserve of \$961,081 on the operating portion of its budget for the next fiscal year. In the past this fund has been used for unanticipated and unbudgeted items that may occur during the fiscal year.

ADOPTION

After the public hearing of June 10, 1987, the budget will be submitted for approval by the Commission at its final meeting of the current fiscal year on June 24, 1987 as required by the Administrative Code, Article 7, Section A.

PREPARED BY: RICHARD P. DOMINGUEZ
Director, Finance
and Administration

OSWALDO G. YAP
Manager, Finance



RICK RICHMOND
Executive Director

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Attachments

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LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 FISCAL YEAR 1987-88 BUDGET

TABLE I - FINANCIAL STATUS REPORT (EXCLUDING CAPITAL PROJECTS)

	FY 1985-86	FY 1986-87	FY 1987-88
	AUDITED	ESTIMATED	PROPOSED
REVENUE:	-----	-----	-----
TDA current year	\$2,085,755	\$1,786,044	\$1,786,907
TDA carryover	480,168	608,416	826,272
Prop. A admin. expenses	1,932,713	3,292,292	3,148,502
Proposition 5 grant	42,584	0	0
UMTA grant	6,708	0	0
Interest income	91,185	60,000	50,000
TOTAL REVENUE	4,639,113	5,746,752	5,811,681
EXPENDITURES:	-----	-----	-----
Personnel	1,920,312	2,768,730	2,964,880
Operating expenses	901,233	1,207,600	1,243,130
Contracts	1,209,152	944,150	642,790
TOTAL EXPENDITURES	4,030,697	4,920,480	4,850,600
BALANCE - CARRYOVER	\$608,416	\$826,272	\$961,081
	=====	=====	=====

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 FISCAL YEAR 1987-88 BUDGET

TABLE II - COMBINED OPERATING & CAPITAL PROJECTS BUDGET

Page 1 of 2

LINE ITEM ACCOUNT DESCRIPTION	GENERAL FUND OPERATING	CAPITAL PROJECTS (a)	FY 1987-88 COMBINED
PERSONNEL EXPENSES:			
200 Salaries	\$2,270,000	\$2,513,380	\$4,783,380
205 Overtime	11,680	20,340	32,020
210 Temporary office support	52,600	34,320	86,920
211 Contract employees	89,600	267,750	357,350
220 Fringe benefits	541,000	628,370	1,169,370
Total Personnel Expenses	2,964,880	3,464,160	6,429,040
OPERATING EXPENSES:			
215 Commission attendance	25,000	16,200	41,200
230 Office space	300,000	450,740	750,740
235 Equipment purchase	104,300	52,500	156,800
240 Equipment rental/maintenance	90,000	11,200	101,200
250 Office supplies	71,500	137,170	208,670
260 Printing	115,000	331,460	446,460
265 Advertising/notices	32,460	196,380	228,840
270 Books/periodicals	12,380	6,990	19,370
275 Telephone	79,300	125,580	204,880
280 Postage/messenger	44,000	437,240	481,240
285 Reproduction	107,000	126,840	233,840
290 Automobile expenses	37,450	58,940	96,390
300 Travel	72,830	101,260	174,090
305 Business meals	24,230	13,760	37,990
310 Training/conferences	52,680	52,580	105,260
315 Tuition reimbursement	2,000	11,360	13,360
320 Professional membership	5,000	4,010	9,010
335 Miscellaneous expenses	8,000	58,600	66,600
345 Insurance	20,000	9,560,000	9,580,000
350 Recruitment	25,000	9,450	34,450
355 Relocation	15,000	15,000	30,000
Total Operating Expenses	1,243,130	11,777,260	13,020,390
CONTRACTS:			
330 Contracts	642,590	487,040	1,129,630

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 FISCAL YEAR 1987-88 BUDGET

TABLE II - COMBINED OPERATING & CAPITAL PROJECTS BUDGET

LINE ITEM ACCOUNT DESCRIPTION	GENERAL FUND OPERATING	CAPITAL PROJECTS (a)	FY 1987-88 COMBINED
CONSTRUCTION EXPENSES:			
360 Construction	0	175,769,000	175,769,000
361 Rail vehicles/equip.	0	15,410,000	15,410,000
375 Rights of way/land acquisition	0	16,273,100	16,273,100
385 Professional services	0	29,479,300	29,479,300
390 Force account	0	23,195,900	23,195,900
395 Financing costs (bonds)	0	30,369,000	30,369,000
Total Construction Expenses	0	290,496,300	290,496,300
CONTINGENCY/PROJECT RESERVES:			
347 Special project reserve	961,081	27,292,040	28,253,121
T O T A L	\$5,811,681	\$333,516,800	\$339,328,481

(a) See Table IIA.

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 FISCAL YEAR 1987-88 BUDGET

TABLE IIA - CAPITAL PROJECTS BUDGET BY PROJECT

LINE ITEM ACCOUNT DESCRIPTION	LB-LA PROJ	CENTURY/ EL SEGUNDO	O T H E R*	T O T A L CAPITAL PROJECTS
PERSONNEL EXPENSES:				
200 Salaries	\$1,518,620	\$276,440	\$718,320	\$2,513,380
205 Overtime	13,080	1,280	5,980	20,340
210 Temporary office support	32,400	0	1,920	34,320
211 Contract employees	190,460	3,120	74,170	267,750
220 Fringe benefits	379,650	69,120	179,600	628,370
Total Personnel Expenses	2,134,210	349,960	979,990	3,464,160
OPERATING EXPENSES:				
215 Commission attendance	16,200	0	0	16,200
230 Office space	303,730	55,280	91,730	450,740
235 Equipment purchase	0	0	52,500	52,500
240 Equipment rental/maintenance	0	0	11,200	11,200
250 Office supplies	100,170	13,560	23,440	137,170
260 Printing	305,800	14,800	10,860	331,460
265 Advertising/notices	196,380	0	0	196,380
270 Books/periodicals	0	0	6,990	6,990
275 Telephone	76,180	13,840	35,560	125,580
280 Postage/messenger	370,600	8,940	57,700	437,240
285 Reproduction	112,600	3,440	10,800	126,840
290 Automobile expenses	39,350	4,490	15,100	58,940
300 Travel	65,260	11,800	24,200	101,260
305 Business meals	8,740	520	4,500	13,760
310 Training/conferences	0	0	52,580	52,580
315 Tuition reimbursement	0	0	11,360	11,360
320 Professional membership	0	0	4,010	4,010
335 Miscellaneous expenses	40,900	10,200	7,500	58,600
345 Insurance	9,060,000	500,000	0	9,560,000
350 Recruitment	0	0	9,450	9,450
355 Relocation	0	0	15,000	15,000
Total Operating Expenses	10,695,910	636,870	444,480	11,777,260
CONTRACTS				
330 Contracts	140,490	6,050	340,500	487,040

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 FISCAL YEAR 1987-88 BUDGET

TABLE IIA - CAPITAL PROJECTS BUDGET BY PROJECT

LINE ITEM ACCOUNT DESCRIPTION	LB-LA PROJ	CENTURY/ EL SEGUNDO	O T H E R*	T O T A L CAPITAL PROJECTS
CONSTRUCTION EXPENSES:				
360 Construction	115,619,000	10,250,000	49,900,000	175,769,000
361 Rail vehicles/equip.	15,410,000	0	0	15,410,000
375 Rights of way/land acquisition	7,273,100	9,000,000	0	16,273,100
385 Professional services	24,454,300	3,360,000	1,665,000	29,479,300
390 Utilities/force account	23,132,300	63,600	0	23,195,900
395 Financing costs	0	0	30,369,000	30,369,000
Total Construction Expenses	185,888,700	22,673,600	81,934,000	290,496,300
CONTINGENCY/PROJECT RESERVES:				
347 Special project reserve	19,699,000	2,346,860	5,246,180	27,292,040
T O T A L	\$218,558,310	\$26,013,340	\$88,945,150	\$333,516,800

* Includes Rail Development expenditures such as route refinement studies (Pasadena and Marina Lines), EIR's (San Fernando Valley Lines), Metro Rail disbursements and monitoring and miscellaneous planning studies.

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
FISCAL YEAR 1987-88 BUDGET

TABLE III - OPERATING BUDGET COMPARISON

LINE ITEM ACCOUNT DESCRIPTION	ACTUAL FY 1985-86	ESTIMATED FY 1986-87	PROPOSED FY 1987-88	INCREASE/ (DECREASE)	PERCENT
PERSONNEL EXPENSES:					
200 Salaries	\$1,542,209	\$2,130,000	\$2,270,000	140,000	6.6%
205 Overtime	15,403	12,930	11,680	(1,250)	-9.7%
210 Temporary office support	48,332	84,800	52,600	(32,200)	-38.0%
211 Contract employees	0	0	89,600	89,600	N/A
220 Fringe benefits	314,368	541,000	541,000	0	0.0%
Total Personnel Expenses	1,920,312	2,768,730	2,964,880	196,150	7.1%
OPERATING EXPENSES:					
215 Commission attendance	26,100	30,500	25,000	(5,500)	-18.0%
230 Office space	222,960	259,000	300,000	41,000	15.8%
235 Equipment purchase	94,741	130,000	104,300	(25,700)	-19.8%
240 Equipment rental/maintenance	38,805	60,000	90,000	30,000	50.0%
250 Office supplies	81,027	71,360	71,500	140	0.2%
260 Printing	57,123	90,980	115,000	24,020	26.4%
265 Advertising/notices	2,614	19,800	32,460	12,660	63.9%
270 Books/periodicals	13,810	11,550	12,380	830	7.2%
275 Telephone	73,259	95,000	79,300	(15,700)	-16.5%
280 Postage/messenger	34,862	40,000	44,000	4,000	10.0%
285 Reproduction	0	107,000	107,000	0	0.0%
290 Automobile expenses	42,104	47,630	37,450	(10,180)	-21.4%
300 Travel	68,392	66,210	72,830	6,620	10.0%
305 Business meals	22,237	27,730	24,230	(3,500)	-12.6%
310 Training/conferences	26,938	47,890	52,680	4,790	10.0%
315 Tuition reimbursement	815	200	2,000	1,800	900.0%
320 Professional membership	1,728	4,750	5,000	250	5.3%
335 Miscellaneous expenses	11,564	8,000	8,000	0	0.0%
345 Insurance	12,011	20,000	20,000	0	0.0%
350 Recruitment	54,989	50,000	25,000	(25,000)	-50.0%
355 Relocation	15,154	20,000	15,000	(5,000)	-25.0%
Total Operating Expenses	901,233	1,207,600	1,243,130	35,530	2.9%
TOTAL PERSONNEL & OPERATING EXPENSES	2,821,545	3,976,330	4,208,010	231,680	5.8%
CONTRACTS:					
330 Contracts	1,209,152	944,150	642,590	(301,560)	-31.9%
TOTAL PERSONNEL, OPERATING EXPENSES & CONTRACTS	4,030,697	4,920,480	4,850,600	(69,880)	-1.4%
CONTINGENCY RESERVE:					
347 Contingency reserve	608,416	826,272	961,081	134,809	16.3%
T O T A L	\$4,639,113	\$5,746,752	\$5,811,681	\$64,929	1.1%

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
FISCAL YEAR 1986-87

TABLE IIIA - OPERATING BUDGET FUNDING

LINE ITEM ACCOUNT DESCRIPTION	+----- ESTIMATED FY 1986-87 -----+			+----- PROPOSED FY 1987-88 -----+		
	T D A	PROP. A	T O T A L	T D A	PROP. A	T O T A L
PERSONNEL EXPENSES:						
200 Salaries	\$779,580	\$1,350,420	\$2,130,000	\$824,010	\$1,445,990	\$2,270,000
205 Overtime	4,732	8,198	12,930	4,240	7,440	11,680
210 Temporary office support	31,037	53,763	84,800	19,094	33,506	52,600
211 Contract employees	0	0	0	32,525	57,075	89,600
220 Fringe benefits	198,006	342,994	541,000	196,383	344,617	541,000
Total Personnel Expenses	1,013,355	1,755,375	2,768,730 (a)	1,076,252	1,888,628	2,964,880 (a)
OPERATING EXPENSES:						
215 Commission attendance	11,163	19,337	30,500	9,075	15,925	25,000
230 Office space	94,794	164,206	259,000	108,900	191,100	300,000
235 Equipment purchase	47,580	82,420	130,000	37,861	66,439	104,300
240 Equipment rental/maintenance	21,960	38,040	60,000	32,670	57,330	90,000
250 Office supplies	26,118	45,242	71,360	25,955	45,545	71,500
260 Printing	33,299	57,681	90,980	41,745	73,255	115,000
265 Advertising/notices	7,247	12,553	19,800	11,783	20,677	32,460
270 Books/periodicals	4,227	7,323	11,550	4,494	7,886	12,380
275 Telephone	34,770	60,230	95,000	28,786	50,514	79,300
280 Postage/messenger	14,640	25,360	40,000	15,972	28,028	44,000
285 Reproduction	39,162	67,838	107,000	38,841	68,159	107,000
290 Automobile expenses	17,433	30,197	47,630	13,594	23,856	37,450
300 Travel	24,233	41,977	66,210	26,437	46,393	72,830
305 Business meals	10,149	17,581	27,730	8,795	15,435	24,230
310 Training/conferences	17,528	30,362	47,890	19,123	33,557	52,680
315 Tuition reimbursement	73	127	200	726	1,274	2,000
320 Professional membership	1,739	3,011	4,750	1,815	3,185	5,000
335 Miscellaneous expenses	2,928	5,072	8,000	2,904	5,096	8,000
345 Insurance	7,320	12,680	20,000	7,260	12,740	20,000
350 Recruitment	18,300	31,700	50,000	9,075	15,925	25,000
355 Relocation	7,320	12,680	20,000	5,445	9,555	15,000
Total Operating Expenses	441,983	765,617	1,207,600 (a)	451,256	791,874	1,243,130 (a)
CONTRACTS:						
330 Contracts	172,850	771,300	944,150 (b)	174,590	468,000	642,590 (b)
TOTAL PERSONNEL, OPERATING EXPENSES & CONTRACTS	1,628,188	3,292,292	4,920,480	1,702,098	3,148,502	4,850,600
CONTINGENCY RESERVE:						
347 Contingency reserve	826,272	0	826,272	961,081	0	961,081
T O T A L	\$2,454,460	\$3,292,292	\$5,746,752	\$2,663,179	\$3,148,502	\$5,811,681

(a) Allocation rates per methodology explained in budget message:
TDA/PROP A : FY 86-87 = 36.6%/63.4% FY 87-88 = 36.3%/63.7%

(b) Based on contract purpose.

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
FISCAL YEAR 1987-88 BUDGET

TABLE IV - OVERALL BUDGET SUMMARY

	PROP. A	T D A	S T A F	B O N D S	T O T A L
BEGINNING BALANCE, 7/1/87	\$294,500,000	\$826,272	\$16,000,000	\$98,033,000	\$409,359,272
REVENUE:					
Proposition A					
Administration	3,148,502				3,148,502
Discretionary - 40%	131,043,000				131,043,000
Local return - 25%	81,902,000				81,902,000
Rail development - 35%	114,662,000				114,662,000
Total Proposition A	330,755,502				330,755,502
T D A		1,786,907			1,786,907
S T A F			6,000,000		6,000,000
Bond proceeds				248,000,000	248,000,000
Interest income	36,000,000	50,000	600,000	22,000,000	58,650,000
TOTAL REVENUE	366,755,502	1,836,907	6,600,000	270,000,000	645,192,409
DISBURSEMENTS:					
Administration	3,148,502	1,702,098			4,850,600
Discretionary - 95%	124,491,000				124,491,000
Discretionary - 5%	6,552,000				6,552,000
Local return	81,902,000				81,902,000
Rail projects:					0
LB-LA LRT				218,558,310	218,558,310
Century/El Segundo				26,013,340	26,013,340
Metro-rail			16,600,000	33,300,000	49,900,000
Debt service				30,369,000	30,369,000
Other				8,676,150	8,676,150
STAF operations			6,000,000		6,000,000
TOTAL DISBURSEMENTS	216,093,502	1,702,098	22,600,000	316,916,800	557,312,400
ENDING BALANCE, 6/30/88	\$445,162,000	\$961,081	\$0	\$51,116,200	\$497,239,281



LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 DIVISION BUDGET SUMMARY - FISCAL YEAR 1987-88

DIVISION: PROGRAM & FISCAL ANALYSIS SECTIONS: 209 Administration
 210 Transit
 220 Highways
 230 Local Assistance
 240 Paratransit

DIVISION RESPONSIBILITIES

Responsible for administering local return, highway, bus transit and bikeway funds originating at the Federal, State and local level. This includes, preparation of the TIP and the monitoring of progress of TIP projects; transit operator performance audits and the TPM program; and the Proposition A local return program, involving the pass-through of Proposition A funds to all local jurisdictions within Los Angeles County. Also, responsible for analyzing proposed transit and highway projects and preparing recommendations for funding priorities. This division has major responsibilities in the area of coordination of projects between cities, transit operators and local and state/federal agencies by making recommendations in resolving disputes.

A. BUDGET REQUEST

<u>LINE ACCOUNT</u>	<u>FY 1986-87 BUDGET</u>	<u>FY 1987-88 BUDGET</u>	<u>INCREASE/ (DECREASE)</u>
Overtime	\$ 3,800	\$ 3,800	\$ 0
Temp. office support	7,600	7,600	0
Equipment purchase	30,000	14,000	(16,000)
Books/periodicals	1,500	1,500	0
Automobile	6,350	6,350	0
Travel	25,600	26,180	580
Business meals	6,300	6,620	320
Training	17,000	18,700	1,700
Tuition reimb.	0	500	500
Prof. membership	1,500	1,500	0
Contracts	277,500	360,000	82,500
	-----	-----	-----
T O T A L	\$377,150	\$446,750	\$69,600
	=====	=====	=====

EXPLANATION: (For line accounts with more than 10% increase)

Contracts:	Motorist communication systems study	\$ 25,000
	Local tax initiative public opinion poll	35,000
	Establish SAFE in LA County	15,000
	Proposition A & Section 15 audits	250,000
	Proposition A legal services	15,000
	Miscellaneous contracts	20,000

	Total Contracts	\$360,000
		=====

B. PERSONNEL STATUS

Current authorization: 21 (Professional = 16; Support = 5)

Personnel request (if different from current authorization):

Position: Programs Analyst, Highway

Justification: The increased workload associated with the implementation of the 10 year highway plan requires the addition of an entry level staff for the highway section. As a result of the plan, the highway section will have the following new projects next fiscal year: establishing a SAFE; preparing a HOV network; implementing the SMART Freeway Corridor Demonstration Project; begin implementing peak hour truck rerouting; and, establishing a countywide technical task force to improve the management of priority freeways and arterial corridors. It is anticipated that the routine work will be assigned to the entry level position and that existing staff will assume the new responsibilities listed above.

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 DIVISION BUDGET SUMMARY - FISCAL YEAR 1987-88

DIVISION: GOVERNMENT & PUBLIC AFFAIRS SECTIONS: 409 Administration
 410 Govt. Relation
 420 Community Rel.
 430 Communication

DIVISION RESPONSIBILITIES

Responsible for the Commission's legislative, intergovernmental relations, community relations, and media and public information programs.

A. BUDGET REQUEST

<u>LINE ACCOUNT</u>	<u>FY 1986-87 BUDGET</u>	<u>FY 1987-88 BUDGET</u>	<u>INCREASE/ (DECREASE)</u>
Overtime	\$ 2,880	\$ 2,880	\$ 0
Temp. office support	18,500	6,000	(12,500)
Contract employees	0	32,400	32,400
Equipment purchase	25,000	9,500	(15,500)
Printing	90,980	115,000	24,020
Ads/notices	19,800	32,460	12,660
Books/periodicals	7,650	5,930	(1,720)
Automobile	11,280	7,800	(3,480)
Travel	14,610	12,700	(1,910)
Business meals	11,960	6,510	(5,450)
Training	8,890	6,900	(1,990)
Tuition reimbursement	200	500	300
Prof. membership	750	800	50
Contracts	111,850	73,590	(38,260)
	-----	-----	-----
T O T A L	\$324,350	\$312,970	(\$11,380)
	=====	=====	=====

EXPLANATION: (For line accounts with more than 10% increase)

Contract employee: Graphic Artist \$32,400
 =====

Printing - Increase reflects costs of producing new public information and graphics materials (light rail video/film, LACTC annual report, 10-year highway plan brochure, Proposition A rail system poster, etc.).

Ads/notices - Increase reflects costs of advertising additional community meetings and public hearings on the 10-year highway plan, SFV EIR, Pasadena route refinement study.

DIVISION BUDGET SUMMARY - FY 1987-88
GOVERNMENT & PUBLIC AFFAIRS
Page 2

Contracts:	State capitol representation	\$44,190
	Federal capitol representation	26,400
	Capitol information management - Bill tracking	3,000

	Total Contracts	\$73,590
		=====

B. PERSONNEL STATUS

Current authorization: 18 (Professional = 14; Support = 4)

Personnel request: No additional staff requested.

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 DIVISION BUDGET SUMMARY - FISCAL YEAR 1987-88

DIVISION: FINANCE & ADMINISTRATION SECTIONS: 509 Administration
 510 Personnel
 520 Accounting
 530 Admin. Services
 540 Executive

DIVISION RESPONSIBILITIES

Responsible for the overall day-to-day administration of the Commission. Division responsibilities include accounting, payroll, budget, debt management, cash management, management information systems, personnel, records management, purchasing, fixed asset management, building management, mail/supplies and reproduction.

A. BUDGET REQUEST

<u>LINE ACCOUNT</u>	<u>FY 1986-87 BUDGET</u>	<u>FY 1987-88 BUDGET</u>	<u>INCREASE/ (DECREASE)</u>
Overtime	\$ 5,250	\$ 4,000	\$ (1,250)
Temp. office support	40,000	38,000	(2,000)
Contract employees	0	57,200	57,200
Equipment purchase	70,000	69,800	(200)
Equip. rent./maint.	60,000	90,000	30,000
Office supplies	71,360	71,500	140
Books/periodicals	1,600	4,000	2,400
Telephone	95,000	79,300	(15,700)
Postage/messenger	40,000	44,000	4,000
Reproduction	107,000	107,000	0
Automobile	20,000	13,300	(6,700)
Travel	16,000	24,450	8,450
Business meals	7,670	9,300	1,630
Training	20,000	22,580	2,580
Tuition reimb.	200	500	300
Prof. membership	2,000	2,200	200
Contracts	114,000	91,000	(23,000)
	-----	-----	-----
T O T A L	\$670,080	\$728,130	\$58,050
	=====	=====	=====

EXPLANATION: (For line accounts with more than 10% increase)

Contract employees:	Administrative Assistant	\$25,200
	MIS Consultant	32,000

	Total Contract Employees	\$57,200
		=====

DIVISION BUDGET SUMMARY - FY 1987-88
FINANCE & ADMINISTRATION
Page 2

Equip. rent./maint. - Increase reflects expansion of telephone system and personal computer maintenance.
Books/periodicals - Increase reflects cost of training manuals for office automation, investment, accounting and economic publications.

Travel - Increase reflects expenditures in current year for travel by Commission and senior staff and specialized training courses.

Business meals - Increase reflects additional meal expense caused by greater frequency of Committee meetings.

Training - Increase reflects training of additional staff and newly hired replacement personnel, use of office automation equipment and sponsored in-house programs in such fields as supervision, report writing, and project management.

Tuition reimbursement - Provision for anticipated additional use by employees.

Professional membership - Increase reflects additional staff.

Contracts:	Annual audit	\$ 15,000
	Cash management study	10,000
	Classification & compensation study	45,000
	County Counsel	11,000
	Long-term computer needs analysis	10,000

	Total Contracts	\$ 91,000
		=====

B. PERSONNEL STATUS

Current authorization: 17 (Professional = 11; Support = 6)

Personnel request (if different from current authorization):

Position: Administrative Services Analyst

Justification: To assist the Manager of Administrative Services with the increased workload related to applying the newly adopted Procurement Policy, implementing office relocations, to manage and maintain fixed asset inventory, and to perform special studies and miscellaneous assignments related to the general administrative matters of a rapidly expanding agency.

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
 DIVISION BUDGET SUMMARY - FISCAL YEAR 1987-88

DIVISION: TRANSIT DEVELOPMENT

SECTIONS: 309 Administration
 310 Rail Development

DIVISION RESPONSIBILITIES

Responsible for the development of the Proposition A rail system in corridors beyond the Long Beach-Los Angeles and Century-El Segundo projects and guides systemwide aspects of all rail projects. It oversees the Commission's interest in the technical aspects of the Metro Rail project.

A. BUDGET REQUEST

<u>LINE ACCOUNT</u>	<u>FY 1986-87 BUDGET</u>	<u>FY 1987-88 BUDGET</u>	<u>INCREASE/ (DECREASE)</u>
Overtime	\$ 1,000	\$ 1,000	\$ 0
Temp. office support	1,000	1,000	0
Equipment purchase	5,000	11,000	6,000
Books/periodicals	800	950	150
Automobile	10,000	10,000	0
Travel	10,000	9,500	(500)
Business meals	1,800	1,800	0
Training	2,000	4,500	2,500
Tuition reimb.	0	500	500
Prof. membership	500	500	0
Contracts	440,800	118,000	(322,800)
	-----	-----	-----
T O T A L	\$472,900	\$158,750	(\$314,150)
	=====	=====	=====

EXPLANATION: (For line accounts with more than 10% increase)

Books/periodicals - Increase reflects additional subscriptions to technical journals.

Training - Increase reflects cost of additional training needed to efficiently use personal computers.

Contracts:	Financial planning study	\$ 10,000
	Fare structure study	50,000
	Rail operations study	58,000

	Total Contracts	\$118,000
		=====

B. PERSONNEL STATUS

Current authorization: 8 (Professional = 6; Support = 2)

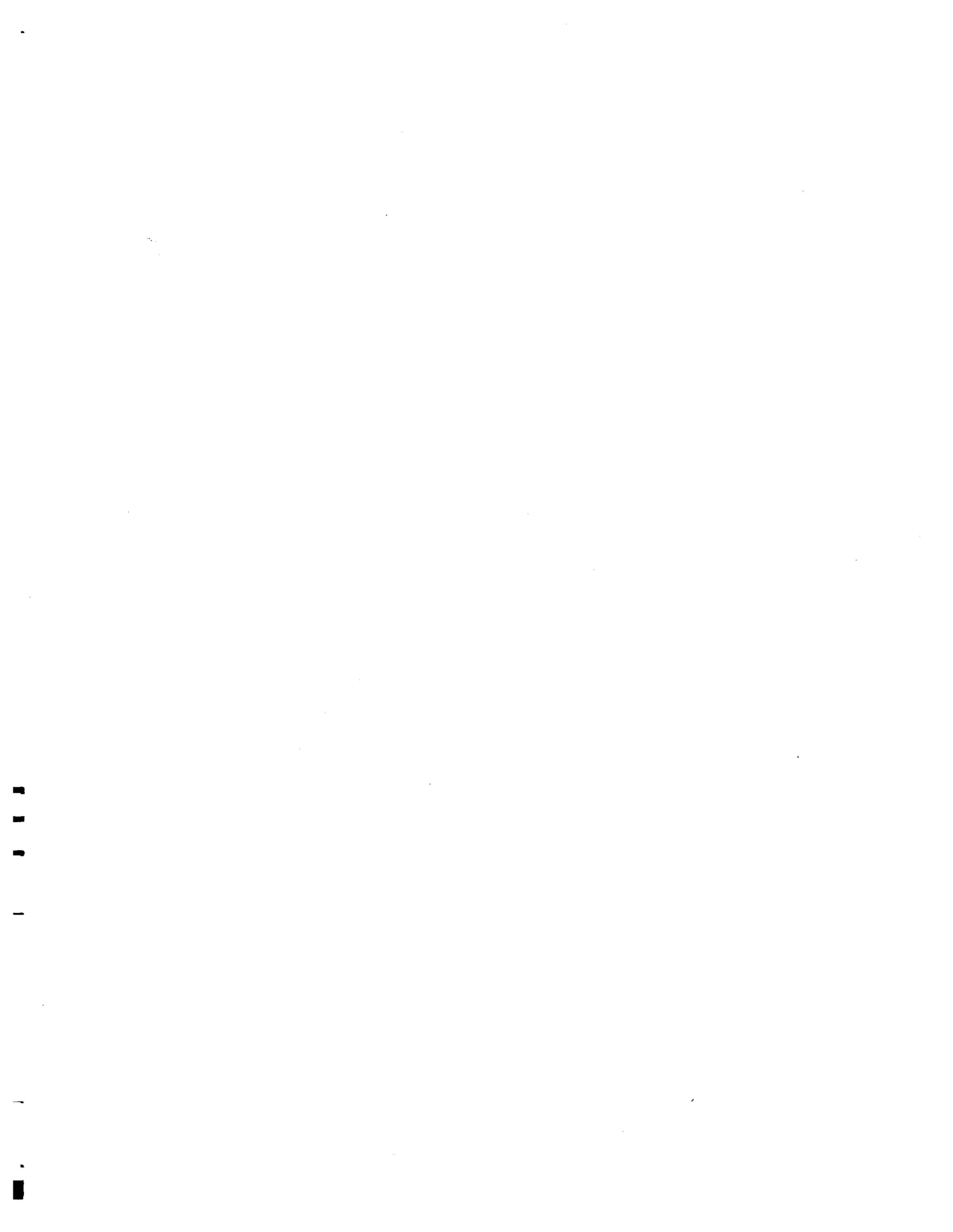
Personnel request (if different from current authorization):

Position: Rail Development Engineer

Justification: This position will provide assistance to the Director of Program Development as design progresses on more rail projects. This person will be responsible for monitoring progress of the Metro Rail project, advising on cost reduction reviews, tracking budget and payments against progress. This person will also assist in coordination of systemwide design criteria and operations and maintenance planning and planning integration of rail with reoriented feeder bus services.

Position: Senior Secretary

Justification: This position will provide assistance to the Director of Program Development. Currently only one secretary supports all personnel in the rail planning section (5 professionals). This additional clerical support is needed to support the existing and future workload.



Summaries of Progress Toward LACTC
Five-Year Strategic Objectives, FY 1986-87
Objectives and Proposed FY 1987-88 Objectives

The following charts summarize progress made toward the Commission's adopted five-year objectives, objectives identified in our current budget for FY 1986-87 and proposed objectives for the upcoming fiscal year. The information is organized around the four general areas of the Commission's objectives, specifically:

- Bus Transit
- Streets and Highways
- Rapid Transit
- Public Education

Also included is a progress report on FY 1986-87 and proposed FY 1987-88 objectives for agency administration.

BUS TRANSIT - FIVE YEAR STRATEGIC OBJECTIVES:

"Maintain as high as possible levels of service to the transit user with available funding by improving the cost-effectiveness and delivery of transit service, while holding fare increase to no more than the C.P.I."

LACTC'S
IMPLEMENTING ACTIONS

FY 1986-87
OBJECTIVES

PROGRESS TOWARD
OBJECTIVES

FY 1987-88
OBJECTIVES

Develop, through test cases, the use of paratransit substitution for fixed-route services in times or places of low demand.

Implement two paratransit substitution projects in areas where SCRTD is eliminating night/weekend service.

N/A. SCRTD has not cut night/weekend service.

Same as FY 1986-87.

Provide financial incentives, technical assistance, and adopt regulations where appropriate to improve the level of coordination between LACTC-subsidized, locally funded, and social service transit systems.

Implement three subregional paratransit/community transit systems.

- o 1) Inglewood/Lennox/Hawthorne in operation July 1, 1986; 2) Glendale La Canada Flintridge/La Crescenta/Montrose began operations 1/2/87; and 3) Redondo Beach/Hermosa Beach scheduled to begin operations 2/2/87.
- o Discussions/negotiations are currently in progress in four geographic areas for FY 1987-88 applications: Southwest and Southeast Central Los Angeles, East San Gabriel Valley, Central Los Angeles County and Conejo Valley.

Implement three additional Subregional Paratransit/Community Transit Systems.

Implement service arrangements and agreements between social service agencies and subregional systems.

- o Executed formal agreements: Pomona Valley - Area Agency on Aging, San Dimas Hospital, Hill Haven Convalescent Home; Inglewood - Hawthorne and Inglewood adult day centers; Palos Verdes Peninsula - Salvation Army adult day center; San Fernando Valley (City of Los Angeles) - St. Joseph's Hospital intercity transfer with Glendale and Burbank; and Torrance - with Redondo Beach to select medical satellite facilities.

Implement a pilot consolidated dispatch center for social service transportation.

- o Secure funding
- o Identify pilot area
- o Develop implementation plan

- o Arrangements and agreements under negotiation: Redondo Beach - action plan to bring in social service agencies; Gardena - Hawthorne adult day center; Harbor Area, San Fernando Valley, and West Central Los Angeles (City of Los Angeles) - several social service programs including Institute for the Visually Impaired, Didi Hirsch, and San Fernando Valley Interfaith Council.

Coordinate actions of LACTC, SCAG, SCAQMD, and City of Los Angeles to implement collection of Section 15 data on private employees vanpools/buspools.

Increase coordination of city systems.

- o LACTC Service Coordination Guidelines were approved September 10, 1986. All cities with expanded services have complied with guidelines to date.

Implement recommendations of South Bay Transit Restructuring study. Initiate local and regional transit service restructuring programs as needed.

Implement cost-saving measures that will achieve \$200,000 savings annually in social service transportation.

- o Legislation being prepared to obtain PVEA funds for 14 social service transportation dispatch centers. Projected annual estimate efficiencies include: less gasoline consumed - 225,000 gallons; 95 fewer vehicles required; and less labor costs of \$1.9 million for a total estimated annual cost savings of \$2.3 million.

Implement centralized tire procurement program for social service transportation providers.

- o Procedures under development for claiming available State and Federal gasoline tax rebates of up to \$.15 per gallon by social service agencies for client transportation. Total annual rebates of up to \$360,000 annually is projected.

Working with selected cities and the SCRTD, obtain a commitment and funding to implement one joint telephone information system project.

Project is presently being negotiated with the South Bay cities to initially implement a demonstration by testing the feasibility of providing city fixed-route bus schedule information through interface with the SCRTD telephone system.

Implement and evaluate pilot joint telephone information project involving 3 cities with fixed-route systems and the RTD. Implement study to expand system to include paratransit systems.

Improve the opportunities for cities to effectively participate in transit decision-making and funding by providing incentives for local government

Implement up to two transportation zones in conformance with LACTC guidelines.

LACTC has authorized filing of application for a transportation zone. Staff is currently reviewing the preliminary San Gabriel Valley Transportation Zone

Ensure timely and smooth implementation of Transportation Zone in San Gabriel Valley if approved by Commission.

participation in the provision of transit service. This could include the formation of one or more test case transportation zones where proposed by local jurisdictions.

Where cost-effectiveness can be demonstrated, expand the use of contracted, private transit providers while maintaining the integrity of the regional system (i.e., fares, service quality, marketing, scheduling, public information, etc.).

Develop mechanism to expand funding for user-side subsidy programs if transit fare increases exceed the C.P.I.

Cooperatively with SCRTD, implement at least one project which involves the replacement of fixed-route service with competitively bid fixed-route service.

No objective set.

application with SCRTD. Assuming a completed application is submitted by May 1, it is expected LACTC will make a final determination in July.

Assumption of SCRTD Line 147 by the City of Los Angeles is currently included in the UMTA privatization demonstration project.

Basic agreement secured with UMTA, City of Los Angeles, and County of Los Angeles regarding the funding of a demonstration project including 16 lines to be cut by SCRTD and 2 shared lines. City of Los Angeles has prepared contractor recommendation; County of Los Angeles is currently evaluating bids. MOUs prepared. Section 6 grant application submitted to fund evaluation. Draft RFP for evaluation prepared.

Thirty-five user-side subsidy programs (most for elderly, handicapped, and/or students) are in place in the cities.

- o Convene meetings as necessary between Zone and SCRTD
- o Obtain adoption of necessary agreements, MOUs, etc.
- o Oversee transition of service
- o Put necessary funding arrangements in place

Implement and evaluate the L.A. City/L.A. County Bus Service Continuation Project (UMTA Demonstration Project)

- o Oversee smooth transition of service
- o Select and supervise evaluation consultant
- o Establish and oversee administrative process

If fare increase exceeds the CPI, expand user-side subsidy programs to include need-based and general public subsidy

Revise formulas used to distribute all funds, if necessary, to maximize the effectiveness of subsidies and encourage low operating costs as measured in cost-per-hour.

Obtain and monitor agreements to implement measures which reduce costs at least 5%.

- o The Transit Operator Performance Audit identified potential cost savings reductions of \$11.4 to \$18.7 million or 4% of SCRTD operating costs.
- o LACTC has established absenteeism reduction targets for FY '87, '88, and '89.

mechanisms at the city level.

- o Obtain implementation of Performance Audit recommendations for all operators.
- o Monitor operator progress in meeting Performance Audit goals (such as reduction in absenteeism) and recommend additional activities if necessary.

Improve and expand fixed-route bus service in L.A. County (New)

Complete long-range bus capital funding plan.

A draft plan is in preparation and will be ready for committee review by mid-June.

Adopt a strategic plan for providing bus transit capital facilities/equipment to the year 2000.

Initiate planning to restructure bus service in preparation for expected opening of Century and Long Beach-L.A. light rail lines, Metro Rail MOS-1, and Harbor Transitway in early 1990s.

Develop funding program to assist municipal operators who wish to expand service.

Implement improved bus service in Antelope Valley, as recommended by Article 8 Hearing Board.

STREETS AND HIGHWAYS - FIVE YEAR STRATEGIC OBJECTIVE:

"Identify and implement programs and projects that move toward increasing the people-moving capacity of the highway and street system commensurate with population and economic growth, while holding or improving travel times between major destinations."

LACTC'S
IMPLEMENTING ACTIVITIES

FY 1986-87
OBJECTIVES

PROGRESS TOWARD
OBJECTIVES

FY 1987-88
OBJECTIVES

Cooperatively with Caltrans, develop a mid-to long-range program for improvements to the State highway system in the county and secure funding for those improvements.

Complete 10-Year Highway Plan.

The final draft of the text of "On the Road to the Year 2000" was reviewed by the LACTC on March 25, and approved for publication and circulation for comment.

Adopt final highway plan.

Obtain changes to State, Federal, and local administrative regulations if needed to implement the plan.

- o "Smart" Corridor Demonstration Project State legislation has been drafted and introduced, and passed out of policy committee.

- o Obtain legislative approval and Governor's signature on "Smart Corridor" legislation.

- o Working with other counties to revise "SAFE" (Service Authority for Freeway Emergencies) legislation to allow broader uses of revenues.

- o Obtain passage of "SAFE" legislation.

Encourage development, community approval, and smooth operation of additional HOV lanes, specifically on 101, 91 westbound and 405.

- o Attended 101 Committee meetings. Took minutes. Caltrans decided not to proceed with HOV lanes on Route 101.

Move forward on development of additional car-pool lanes in L.A. County:

Define a plan and develop funding program for increasing the capacity of the county's system of principal arterials, with particular emphasis on projects of county-wide significance.

(PART OF 10-YEAR PLAN)

Systematically implement 10-year plan recommendations (New).

N/A

- o Develop and obtain adoption of HOV system map for L.A. County.
- o Route 91 westbound commuter lane demonstration program has been in operation for 19 months and is targeted for final review after June, 1987.
- o (I-405) Initial meetings with key elected officials and groups held. Advisory Committee being formed. Advisory Committee roles and responsibilities defined.
- o "On the Road to the Year 2000" will include a map of potential carpool lanes. SCAG's RTP will include a similar map.
- o Reach decision on additional carpool lanes on Route 91, Route 405, and I-10 (El Monte Busway Extension).

(SEE ABOVE)

(PART OF 10-YEAR PLAN)

N/A

Explore feasibility of local funding options.

Begin creation of SAFE:

- o Initiate city approval process

- o Draft legislation and get sponsor
- o Prepare scope and cost of proposed program
- o Begin implementation of "Smart" Corridor Demonstration Project in Santa Monica Freeway Corridor
- o Form project management team and sub-teams
- o Prepare detailed implementation program and budget
- o Initiate study on motorist communications

Take steps necessary to restrict peak hour truck traffic on I-5

- o Obtain FHWA opinion on alternate route
- o Work with SCAG committee to build support
- o Work with cities on truck delivery issues

Improve management of priority freeway/arterial corridors in L.A. County

- o Create countywide technical task force

Working cooperatively with cities and other agencies, develop programs for improving access to, and circulation within localized areas of severe congestion.

(NONE)

N/A

- o Select high-priority corridors
- o Draft management improvement program for one or more corridors.

Initiate operational, emergency response, and public education recommendations contained in the highway plan, working with Caltrans, DMV, CHP, private sector, and other interested groups.

Suggest "Implementing Action" under highway programs be deleted. This is being accomplished by other agencies. "Implementing Actions" necessary in transit are included under the Bus Transit Strategic objectives.

Link increased funding for ridesharing and other demand-management activities with specific efforts to relieve congestion, focusing on particular geographic areas.

Encourage increased ridesharing through Commuter Computer.

- o Increased coordination is part of the 10-Year Plan recommendations.
- o Increased activity within CTS through participation on Executive Committee.
- o LACTC staff has assisted CTS in meetings with local jurisdictions in "target" areas to obtain funding for TMAs.

- o Continue funding for Commuter Computer and participation on CTS Board.
- o Develop and implement a city-sponsored commuter vanpool or bus pool project.

RAIL TRANSIT LACTC FIVE-YEAR STRATEGIC OBJECTIVE:

"Have an adopted rapid transit development program consisting of lines under construction and a plan to have one-half of the Proposition A system in operation or under construction by 2000."

- 33 -

<u>LACTC's Implementing Actions</u>	<u>FY 86-87 Objectives</u>	<u>Progress Toward Objectives</u>	<u>FY 87-88 Objectives</u>
Start Metro Rail Construction.	<p>Oversee Commission's interest in the Metro Rail Project.</p> <ul style="list-style-type: none"> - Review and advise on any cost-reduction proposals; - Support any follow-up planning studies; - Track all progress, review progress payments, budgets, etc. 	<p>Full funding agreement and financial contribution agreements executed; Cost Reduction Panel established; construction begun.</p>	<p>Monitor the budget and schedule of the Metro Rail project in order to minimize any cost overruns.</p>
Place into operation the Long Beach-Los Angeles rail transit project	<p>Complete 95% of final design; begin 50% of construction and procurement contracts.</p>	<p>As of March 2, we have completed 80% of final design (92% projected by June 30) and begun 25% of contracts (43% projected by June 30)</p>	<p>Complete 100% of final design; begin 85% of construction & procurement contracts and complete 25% of contracts.</p>

Design and fund the Century rail transit project so it can begin operation when the freeway is completed (1993).

Resolve administrative and funding arrangement with Caltrans; install management structure for engineering and construction.

Negotiated cost-sharing arrangement with Caltrans; completed preliminary engineering; by June 30, management structure will be established for Century and El Segundo Extension.

For Century, resolve with Caltrans these issues: work plan, pay items, schedule, right-of-way.

For Century and El Segundo Extension, begin final design and process for design/furnish/install contracts.

For El Segundo Extension, begin utilities relocation and right-of-way acquisition.

Support Caltrans' construction of the Harbor Transitway as expeditiously as STIP funding permits.

Maintain project in L.A. County TIP.

\$245 million included in LACTC's FY 1988-92 TIP. Fund sources changed from Interstate Discretionary to Interstate Completion, which means that Caltrans and the CTC are now committed to the project.

Maintain project in L.A. County TIP; work with Caltrans to assure maximum convertibility to rail. Seek additional \$350-400 million needed to complete.

Develop specific plans for implementing another 23 miles of Proposition A rail projects, including means for local private and public agency involvement in compatible land-use planning and financing.

Continue to define Proposition A rail transit system in order to protect right-of-way, support local planning efforts, update information on each high-priority line.

- Finish El Segundo EIR and make decision on implementation. EIR certified and project authorized.
- complete San Fernando Valley and Lincoln Heights route refinement studies; Both studies completed; further work begun. Complete an expanded route refinement study for Downtown L.A. to El Sereno.

Prepare EIR for San Fernando Valley Line.
- Carry out right-of-way protection efforts with local jurisdictions, including engineering support as warranted; We have been contacted to do route refinement studies in areas not in active planning as well as to update route refinement work between LAX and Marina del Rey. Support further alignment engineering in portions of the Interim Rail Transit System not in active study.
- Carry out systemwide rail operations planning efforts. We have maintained a systemwide operations plan. Coordinate rail transit project operations & maintenance planning from systemwide perspective (including fare collection and bus-rail interface)
- Develop and implement financial plan for interim rail system, including preparation of support material for required debt financing. Revenue bonds issued to fund current program of projects. Prepare updated financial plans for the evolving rail transit system.
- To achieve a "one system" perspective on the rapid transit development program, evaluate organizational responsibilities, including the status quo, some redefinition of present roles, and a single authority. (No activity in current fiscal year) Externally-generated interest in institutional restructuring. Take an active role in evaluating and recommending organizational responsibilities for rail transit system design, construction and operations.

PUBLIC EDUCATION - FIVE YEAR STRATEGIC OBJECTIVE

"Implement legislative and public education programs that develop understanding of and support for LACTC's Transportation objectives in the context of congestion relief, improved public mobility and funding sufficiency."

LACTC'S Implementing
Action

Develop effective communications with the public at large and affected jurisdictions or groups to establish understanding of and support for LACTC initiatives.

FY 86-87 Objectives

Increase the coverage of LACTC activities and projects in the media; develop a comprehensive public affairs plan; and develop larger public constituency informed about transportation.

Progress Toward
Objectives

Media coverage has been extensive at Commission meetings, public hearings and workshops, and special events. A publications plan was developed. New information materials include: Century rail rendering and brochure, rail news videotape, updated LB/LA brochure, Rail Construction News, fact sheets and graphics/materials for special events.

FY 87-88 Objectives

Develop a comprehensive public affairs plan that incorporates possible institutional changes and marketing of rail, transit and highway programs. Continue to provide accurate, timely information to the news media through press releases, interviews, construction tours, and special events. Develop new communication tools to support LACTC programs, including a "LACTC Annual Report" and a videotape on light rail technology.

LACTC'S Implementing
Action

Advocate LACTC interests with Federal, State and local government agencies and officials

Encourage public participation in transportation decision-making through community meetings, workshops, and hearings.

FY 86-87 Objectives

Prepare LACTC's annual legislative program, including legislation to carry out 10-Year Highway Plan if needed.

Develop and implement community relations plans for LB/LA and Century rail projects, rail planning studies and the 10-year Highway Plan

Progress Toward
Objectives

Prepared 1987 state and federal legislative program, approved by LACTC in December 1986. Advocated LACTC's position on major issues before Congress and State Legislature. Conducted briefings for local, state and federal elected officials and their staff.

For LB/LA project, conducted 50 presentations and 19 station and engineering forums; distributed monthly newsletter and construction notices to 7000 corridor residents; opened two field offices; developed a School Safety program; and expanded the Speakers Bureau.

FY 87-88 Objectives

Influence, support and sponsor state and federal legislation and regulations which will positively affect LACTC programs and play a leadership role in securing stable resources of state and federal funding for transit and highway programs. Establish and maintain effective contact with local elected officials, municipal associations, interest groups and local policy boards on transportation issues.

Keep communities informed about rail construction progress and implement special outreach efforts to target groups, i.e. schools and businesses, property owners. Develop a public education program for "On the Road to the Year 2000." Implement community involvement programs for the rail planning studies.

LACTC'S Implementing
Action

FY 86-87 Objectives

Progress Toward
Objectives

FY 87-88 Objectives

For Century rail project, organized a groundbreaking event and began working with Caltrans on joint community relations program.

Organized over 125 open houses and public meetings on rail planning studies.

Set up a computerized "community" involvement mailing list of 11,000 names.

AGENCY ADMINISTRATION OBJECTIVES

FY 86-87 OBJECTIVES

Meet established affirmative action goals in all position classifications through active recruitment and training.

Fully develop and implement an accounting and budgeting system which 1) meets required legal and agency standards, 2) meets the agency's needs, 3) provides timely accurate information, and 4) helps to develop project costs.

Continue to provide responsive and efficient administrative support to Commissioners and staff.

Provide personnel administration which attracts and retains highly qualified persons and 2) enhances employee development and job satisfaction.

PROGRESS TOWARD OBJECTIVES

See attached status report.

Completed second full year of automated/budgeting system. Refined report formats with line item detail to the section level. Completing Project Control/Accounting interface to provide budget vs. actual cost reports.

Implemented a Records Management Center. Facilitated four major office reconfigurations to accommodate a growing staff. Expanding office automation.

Recruited and filled 21 vacant positions during the fiscal year, 5 direct appointments (promotions) and 5 internal recruitments; sponsored in-house training in project management, word processing and database management.

FY 87-88 OBJECTIVES

Meet established affirmative action goals in all position classifications through active recruitment and training training.

Purchase and install an expanded office automation system including linkages from minicomputer to terminals in each division to and provide agency wide access to budget data and account balances.

Perform the payroll function in-house on the minicomputer to realize time and cost efficiencies over the current outside payroll service.

Complete a Classification 1) and Compensation study, make changes in classifications and adjust pay scales where appropriate.

Implement formal cash management procedures that will optimize the return on the agency's large and growing cash portfolio.



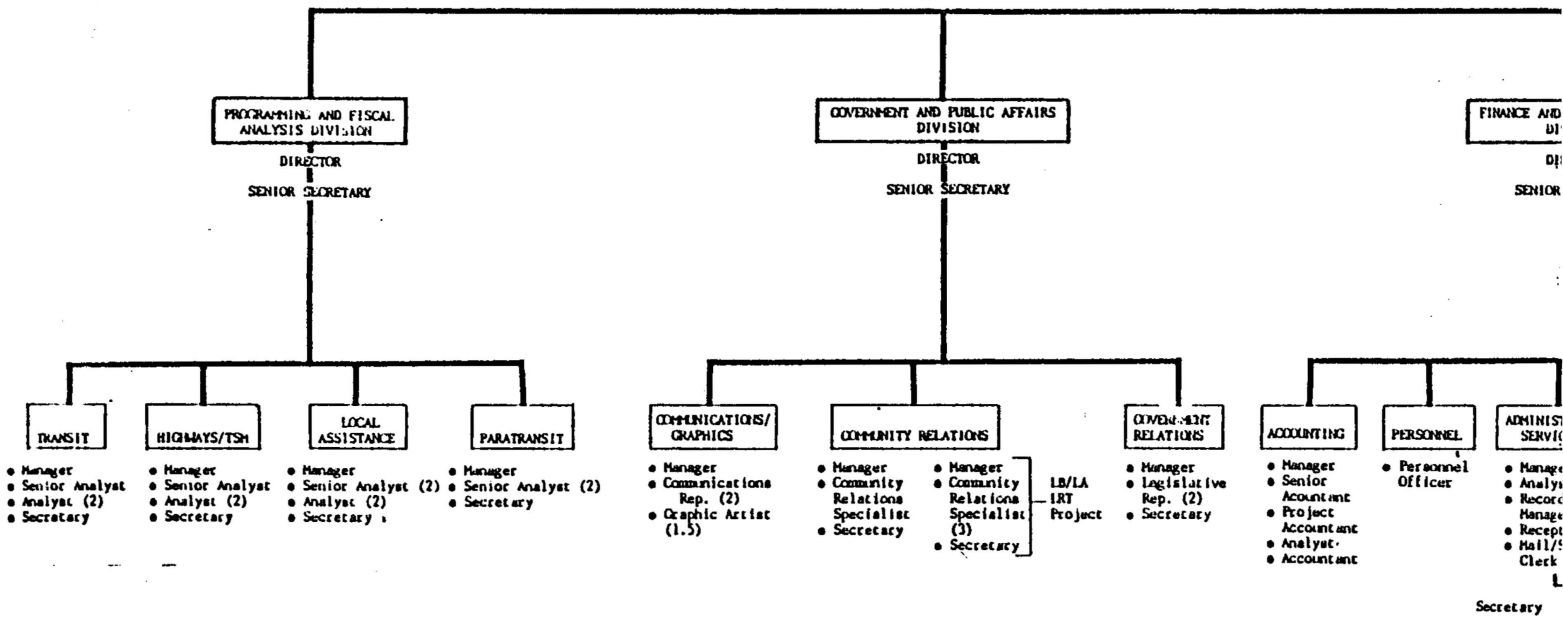
ATTACHMENT III

ORGANIZATION
F.Y.

COMMISSION

IACTC COMMITTEES & SUBCOMMITTEES

EXECUTIVE



OTHER POSITIONS:

Interns

* COMMISSION COMMITTEES & SUBCOMMITTEES

- Finance Review Committee (FRC)
- Intergovernmental Relations Committee (IRC)
- Fast Construction Committee (FCC)
- Rapid Transit Committee (RTC)
- Streets & Highways Committee (SHC)
- Bus Operations Subcommittee (BOS)
- Transit Productivity Committee (TPC)
- Highways & Freeways Subcommittee (H&FS)
- Technical Advisory Committee (TAC)
- Elderly & Handicapped Technical Advisory Council (E&H/TAC)
- Citizens Advisory Committee (CAC)
- Social Service Transportation Funding Coordination Council (SSTFC)
- Paratransit Operations Subcommittee (PAROS)

LACTC AFFIRMATIVE ACTION PROGRAM STATUS REPORT

The Commission adopted an affirmative action policy and program which calls for efforts to reach the goals listed below. Through March 31, 1987 our results are as follows:

Goal: At least one of every two vacancies shall be filled with a member of an underrepresented group.

Result: Of the 26 vacancies during the year, 65.4% or 17 positions have been filled by persons from underrepresented groups.

<u>Number of Vacant Positions Filled</u>	<u>Ethnic Group</u>	<u>Percentage</u>
9	White	34.6%
3	Black	11.5%
7	Hispanic	26.9%
6	Asians	23.1%
<u>1</u>	Iranian	<u>3.9%</u>
26		100%

Goal: At least one-half of all candidates interviewed for a given vacancy shall be from an underrepresented group.

Result: Of the 26 vacancies of which interviews were held, 51% of all interviewees were from underrepresented groups.

<u>Number of Interviewees</u>	<u>Ethnic Group</u>	<u>Percentage</u>
92	White	48.9%
32	Black	17.0%
32	Asians	17.0%
30	Hispanics	16.0%
<u>2</u>	Iranian	<u>1.1%</u>
188		100%

Goal: Improved response by members of underrepresented groups to Commission job announcements.

Result: Staff will continue to improve its outreach effort by (1) identifying various minority and women's professional organizations, (2) widely disseminating information of job vacancies and (3) actively recruiting highly qualified minorities and women, particularly for managerial and engineering positions.

Attached is the most current information regarding the makeup of the Commission's staff as compared to the County's total labor force.

ADDENDUM TO ATTACHMENT IV
AFFIRMATIVE ACTION STATUS REPORT

The following table identifies the types of employment vacancies filled in FY 1986-87:

As of March 31, 1987, 26 vacancies were filled:

New Positions Filled	10
Replacements to Existing Positions	<u>16</u>
Positions Filled	26

As of June 30, 1987, 12 additional vacancies will be filled:

New Positions Filled	4
Replacements to Existing Positions	<u>8</u>
Positions Filled	12

GRAND TOTAL VACANCIES FILLED IN FISCAL YEAR 1986-87

NEW POSITIONS FILLED	14
REPLACEMENTS TO EXISTING POSITIONS*	<u>24</u>
TOTAL VACANCIES FILLED IN FY 86-87	<u>38</u> =====

TOTAL COUNTYWIDE LABOR FORCE (1980)

	<u>FEMALE</u>	<u>MALE</u>	<u>TOTAL</u>
White	24.8	32.8	57.6
Black	5.0	5.9	10.9
Hispanic	9.7	14.9	24.6
Asian	3.0	3.0	6.0
American Indian	0.3	0.3	0.6
Other	0.1	0.2	0.3
TOTAL	42.9	57.1	100.0

TOTAL COMMISSION LABOR FORCE - March 31, 1987
(Total: 86)

	<u>FEMALE</u>	<u>MALE</u>	<u>TOTAL</u>
White	16.3	34.8	51.1
Black	14.0	4.7	18.7
Hispanic	5.8	7.0	12.8
Asian	9.3	5.8	15.1
Other	0.0	2.3	2.3
TOTAL	44.8	54.6	100.0

GOAL #1

Executive, Administrative and Managerial

Male:	63%
Female:	37%
White:	67%
Black:	9%
Hispanic:	17%
Asian:	6%
Other:	<u>1%</u>
	100%

LACTC

Executive, Administrative and Managerial (34)

Male:	85.0%
Female:	15.0%
White:	67.7%
Black:	5.9%
Hispanic:	8.9%
Asian:	14.7%
Other:	<u>2.8%</u>
	100%

GOAL #2

Management-Related Professionals

Male:	56%
Female:	44%
White:	64%
Black:	10%
Hispanic:	18%
Asian:	7%
Other:	<u>1%</u>
	100%

LACTC

Management-Related Professionals (36)

Male:	50.0%
Female:	50.0%
White:	50.0%
Black:	25.0%
Hispanic:	11.1%
Asian:	11.1%
Other:	<u>2.8%</u>
	100%

GOAL #3

Administrative, Support Supervisory

Male:	51%
Female:	49%
White:	61%
Black:	12%
Hispanic:	20%
Asian:	6%
Other:	<u>1%</u>
	100%

LACTC

Administrative, Support Supervisory (7)

Male:	0%
Female:	100%
White:	14.2%
Black:	0%
Hispanic:	42.9%
Asian:	42.9%
Other:	<u>0%</u>
	100%

GOAL #4

Administrative Support, Clerical

Male:	40%
Female:	60%
White:	59%
Black:	13%
Hispanic:	21%
Asian:	6%
Other:	<u>1%</u>
	100%

LACTC

Administrative Support, Clerical (10)

Male:	10.0%
Female:	90.0%
White:	20.0%
Black:	50.0%
Hispanic:	20.0%
Asian:	10.0%
Other:	<u>0.0%</u>
	100%

LOS ANGELES COUNTY TRANSPORTATION COMMISSION
FISCAL YEAR 1987-88 BUDGET

BUDGET LINE ITEM DEFINITIONS

200 Salaries - wages paid to all regular IACTC employees and interns.

205 Overtime - additional wages paid to non-professional employees (secretaries, receptionist, clerks) for hours worked in excess of 40 hours per week.

210 Temporary office support - temporary clerical assistance time paid to temporary employment agencies.

211 Contract employees - services rendered by contract employees.

215 Commission attendance - per diem paid to Commissioners or Committee members for meeting attendance.

220 Fringe benefits - employee benefits such health, dental, vision, life, and long-term disability insurances, bus pass, workers compensation, retirement, state disability and medicare.

230 Office space - Building lease, improvements and moving offices.

235 Equipment purchase - Office furniture and equipment costing \$300 or more.

240 Equipment rental/maintenance - Rental and maintenance of office furniture and equipment.

245 Equipment payment - equipment lease payment with purchase option.

250 Office supplies - all office supplies ordered for stockroom will be allocated to all sections by number of employees. Any supplies ordered specifically for a Section will be charged to that Section.

260 Printing - any work done by outside printing company for all IACTC publications, newsletters, annual report and photographic work.

265 Advertising/notices - Published notification of public hearing.

270 Books/periodicals - subscriptions and book purchases.

275 Telephone/telegraph - telephone calls, lease, installation and repair.

280 Postage/messenger - stamps, special mail courier, special messenger and inhouse mail messenger.

285 Reproduction - monthly charges by Pandick based on number of copies used by Division including those copies made from copy machines on every floor.

BUDGET LINE ITEM DEFININATIONS - FY 1987-88

Page 2

290 Automobile - mileage and parking reimbursement, automobile lease, gasoline and car service.

300 Travel - travel expense reimbursement that include all reimburse able travel expenses.

305 Business meals - meals purchased for committee or other business meetings.

310 Training - expenses for seminar, conference or job related classes attended.

315 Tuition reimbursement - tuition for job related classes taken. \$400 limit per employee per year.

320 Professional membership - Professional membership fee with \$75 limit per employee per year.

330 Contracts - any other contracts that cannot be charged to any of the other line items.

335 Miscellaneous expenses - any other expenses other than contracts that cannot be charged to the other line items.

345 Insurance - all insurance charges except employee benefits.

350 Recruitment - all expenses relating to employee recruitment.

360 Relocation - all expenses relating to employee relocation.

361 Rail vehicles/equipment - Vehicles and equipment for rail use.

365 Retainage - amount retained (withheld) from contract payment.

375 Rights of way/land acquisition - cost of land/rights of way for rail development.

385 Professional services - fees for rail development consultants.

390 Force account - work by other agencies on their facilities or property using their personnel.

395 Financing costs - bond interest payments and other bond issue related expenses.

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Los Angeles County
Transportation Commission.

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