



May 20, 2004

The Honorable Zev Yaroslavsky  
Chair, Board of Directors  
Metropolitan Transportation Authority  
One Gateway Plaza  
Los Angeles, CA 90012

Dear Supervisor Yaroslavsky:

This letter supersedes the May 18, 2004 letter from my office pertaining to this subject. On behalf of the City of Los Angeles, I am submitting to you the City's nominees to the MTA Westside/Central and San Fernando Service Sectors for consideration at the meeting of the full Board of the MTA on May 27, 2004. They are as follows:

Mr. A. Dennis Lytton, a Hollywood resident, law student at the Southwestern University School of Law, and an avid user of the Metro transit system, for the final vacant seat on the Westside/Central Governance Council.

Dr. Richard O. Arvizu, a resident of West Hills, the Associate Vice President of Administrative Services at Los Angeles Mission College, and a regular patron of the Metro transit system. He has been nominated by Los Angeles City Council President Alex Padilla to replace Mr. Bart Reed on the San Fernando Valley Governance Council.

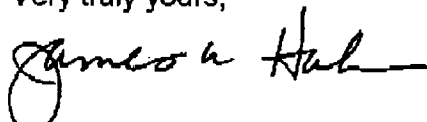
Each of the above nominees resides in the respective Service Sector areas, and they are all involved in their local communities and follow transit deployment and development issues.



Honorable Zev Yaroslavsky  
May 20, 2004  
Page 2

I am confident that each of these nominees will offer valuable information and experience regarding transit planning. Their resumes are enclosed. Thank you for your consideration.

Very truly yours,



JAMES K. HAHN  
Mayor

JKH:vv  
Enclosures

cc: The Honorable Alex Padilla  
The Honorable Tom LaBonge  
Ms. Michelle Jackson, MTA Board Secretary  
Ms. Karen Gorman, MTA Chief Ethics Officer

**A. DENNIS LYTTON**

6550 Yucca Street #404 • Hollywood, California 90028 • 323-630-2492 • lytton@verizon.net

**Education**

**Southwestern University School of Law, Los Angeles, CA**

*Law Student, August 2001 to May 2002, Recipient, Schumacher Scholarship*

Passed all first-year courses including legal research and writing

**University of California, Los Angeles**

*Bachelor of Arts, Political Science, December 1998*

*Recipient, UC President's Scholarship, Summer 1997 (for Washington, D.C. internship program)*

**Published Articles**

See second page

**Experience**

**Law Offices of Randolph & Associates, Santa Monica, CA**

*Legal Assistant/Paralegal, January to July 2003*

Draft interrogatories, discovery responses, and other memoranda

**Los Angeles City Attorney's Office, Criminal Division and Legislative Affairs**

*Law Clerk, May to July 2002*

Researched and drafted legal memoranda regarding criminal law issues. Participated in seminars and training sessions regarding various aspects of the office's criminal and civil practice areas

**Los Angeles County Supervisor Gloria Molina**

*Assistant Legislative Deputy, August 2000 to February 2001*

Scrutinized proposals to Board of Supervisors from County Departments; drafted Board motions and press releases; analyzed various public policy issues; and assisted constituents

**Gerrie Schipske for Congress Campaign, Long Beach, CA**

*Campaign Manager, July to August 2000, Campaign Volunteer, March to July 2000*

Oversaw all aspects of campaign including fundraising, direct mailings, DNC participation, media, Democratic Congressional Campaign Committee, and drafted campaign publications

**Dakota Communications/Rick Taylor & Associates, Los Angeles, CA**

*Project Associate, May to July 2000*

Firm specializes in public affairs/government relations consulting. Was the lead associate working with political campaigns on direct mail electoral slates.

**California State Legislature, Bellflower and Sacramento, CA**

*Field Deputy to Assemblymember Sally Havice, October 1999 to February 2000*

Represented her to a variety of government and community groups, drafted correspondence, facilitated meetings, spoke publicly on her behalf, and supported campaign office

**Computer and Office Skills**

Typing 70 WPM, Redlining, Lexis-Nexis, Westlaw, Word Perfect, Microsoft Office (Excel, Word, Outlook, Access), Netscape, Explorer, HotDocs, Abacus

**Activities and Interests**

**Los Angeles County Metropolitan Transportation Authority, Volunteer Art Docent**

**Los Angeles Conservancy, Member**

**UCLA Alumni Association, Member, (Participated on scholarship selection committees)**

**The Transit Coalition, Member**

**Writing, Commentary, non-fiction, and fiction**

## **A. DENNIS LYTTON**

---

6550 Yucca Street #404 • Hollywood, California 90028 • 323-630-2492 • lytton@verizon.net

Page 2 of 2

### **Published Articles**

**“L.A. Public Transit Not a Bad Ride”, UCLA Daily Bruin, April 6, 2004**

**“Riding Train Brings People Together”, (South Bay) Daily Breeze, January 14, 2004**

**“Get Back to the Table: MTA, Union Differences Leave Room for Compromise”  
Los Angeles Daily News, October 17, 2003**

**“Expect Sales Tax Increase on Ballot in '04: Proposed Half-Cent Hike Would Fund Transit  
Projects in L.A. County”, Los Angeles Daily News, September 23, 2003**

**“New L.A. Rail Line Can Lead to a Golden Future”, Los Angeles Times, July 26, 2003**

**Dr. Richard O. Arvizu**

22667 Stagg Street, West Hills, California 91304

Residence Phone: (818) 884-5573

Cellular Phone: (818) 917-4687

E-mail: roarvizu@aol.com

**Summary of Qualifications**

---

A dynamic, energetic, result-oriented, and visionary executive professional with exceptional communication skills. Proven stellar abilities in strategic planning, financial analysis, innovative thinking, managing multiple and complex programs simultaneously, and an extensive background in systems integration. Able to quickly grasp complex concepts, analysis and interpret ideas into a logical strategy for implementation. Successfully demonstrated the ability to motivate and lead a diverse group of individuals to maximize efficiency, effectiveness and productivity.

**AREAS OF EXPERTISE**

Strategic Planning Management	Program Management	Facilities
CIS & MIS Technology Planning	Budgetary Control	Capital Construction
Contract Administration Management	Financial Analysis	Human Resource

**Professional Experience**

---

Los Angeles Mission College (2002-Present) *Associate Vice President of Administrative Services*

Responsible for senior leadership and management of Administrative Services, which includes financial, budgeting and business operations; facilities; contracting; human resources; campus police; risk management; worker's compensation; reprographics; bookstore; receiving warehouse, parking services; audio/visual; and computers and information systems.

Directly responsible for the leadership and management of the Personnel Office; Telecommunication and Technology Services; Security/Safety and Sheriff's Office; Fiscal Planning (Budget and Finance); Proposition A and AA Construction Projects (\$179M); and supporting college special events and functions.

Initiated a new Emergency Response Plan and Technology Master Plan to lead and direct the college in establishing critical planning documentation and vision for the future.

Rio Hondo Community College District (1999-2001)

*Executive Dean, College Services*

Provided senior leadership and vision for all aspects of college-wide business operations and services, planning and institutional effectiveness. Worked successfully with civic leaders, community representatives, and student leaders to promote activities, programs and services offered by the college and its police and fire academies.

Directed and managed the following areas: Facilities Services (new construction, renovation, scheduled maintenance, FEMA and infrastructure); Risk Management & Insurance; Security; Parking Services; Human Resources; Marketing & External Relations; Institutional Research & Analysis; Accounting and Finance; Contract Management & Vendor Services (bookstore, warehouse and food services); Technology and Information Services (computers, software, databases, servers, hubs, routers, digital switches, NT systems & telecommunications); Print Shop; Mailroom/College Operator; and Grounds and Maintenance Services.

Successfully managed \$12.5 million renovation of the three-story Science Building complex.

Acquired land, facilities and HUD grant funding (\$1 million) for new Regional Public Safety Training Center.

Space & Missile Systems Center  
1999)

(1991-

*Executive Director, Office of Research and Technology Applications*

Managed technology development and transfer of advanced space and missile systems and technologies for commercialization and privatization. Technical Advisor to the National Law Enforcement & Corrections Technology Center-Western Region for interpreting and facilitating system requirements and integration of complex issues and programs. Directed special classified projects and missions for the NSA, CIA, and NRO in conjunction with unified special operations.

**Dr. Richard O. Arvizu**

Transferred over \$100 million of dual-use technologies and systems for commercial applications.

Lead and managed the Small Business Innovation Research Program, Cooperative Research and Development Agreements, Educational Outreach Programs, Memorandum of Agreements, and other transfer and grant mechanisms, valued at over \$85 million.

Initiated and finalized agreements with universities, Department of Justice and local law enforcement agencies to transfer military non-lethal and advanced technology systems.

Successfully managed 15 Defense Advanced Research Projects Agency projects valued at over \$70 million.

Successfully transferred high-tech instrumentation for the war against drugs to DEA and Border Patrol.

Co-chaired the Executive Committee on Reinventing Air Force Space, which established space operations as a separate and distinct function (incorporated the classified intelligence agencies and the U.S. Air Force).

Phillips Laboratory  
1991)

(1989-

*Technical Director, West Coast Office*

Senior Technical Advisor to the Laboratory Commander on technology development, testing, strategic planning and overall financial investment strategies. Laboratory focal point and manager to system program offices for acquiring new advanced technologies and test facilities to support their complex and demanding missions.

Initiated and received additional annual funding of over \$50 million for new space and missile technology investments through grants and funding from various organizations and agencies.

Developed the documentation for grants and study funding for advanced technology research and demonstrations with universities and "Think Tank" organizations.

Developed strategic roadmaps and investment strategies to support new advanced classified research.

Space Division  
1989)

(1988-

*Director of Systems Engineering*

Managed, supervised, and directed all aspects of system engineering and testing, system effectiveness and advanced technologies for the \$589 million Kinetic Energy Weapon System concept.

Developed the systems engineering plans for all facilities, demonstrations, and acceptance testing, which saved the government over \$25 million.

Directed and developed the Strategic and Fiscal Master Plan for the Star War Initiative (SWI) dealing with high-energy weapon systems.

Hughes Aircraft Company AFPRO  
1988)

(1985-

*Director of Engineering and Program Management*

Directed and managed all engineering activities, and program and financial management issues for multiple defense weapon systems valued at \$4.23 billion.

Saved the U.S. Air Force over \$55 million in recurring costs by eliminating redundant testing and non-value documentation. Directed the long-range investment strategy plan for the U.S. Air Force, Classified Intelligence Space Program and associated advanced technologies.

Developed Strategic Financial and Facilities Master Plans with Hughes Aircraft Company executives to incorporate DOD and USAF requirements to accommodate current and future classified programs.

## Education

---

United States International University--San Diego, California  
*Doctor of Business Administration*  
University of Southern California-- Los Angeles, California  
*Master of Public Administration*  
California State University, Dominguez Hills--Carson, California  
*Master of Science in Administration*  
San Jose State University--San Jose, California  
*Bachelor of Science in Engineering*  
Defense Systems Management College--Fort Belvoir, Virginia  
*Program Management Diploma (Dept. of Defense, Level III Certification)*

**Dr. Richard O. Arvizu**

## Faculty Experience

---

University of Phoenix--Los Angeles, California  
*Business/Management Adjunct Instructor (2001-Present)*  
United States Air Force Institute of Technology--Los Angeles, California  
*Program Management Adjunct Instructor (1991 & 1994)*  
Chapman University Regional Education Center--Los Angeles, California  
*MBA Adjunct Instructor (1985-1990)*

## Professional Organizations

---

Air Force Association  
American Institute of Aeronautics and Astronautics  
Association of California Community College Administrators  
Community College League of California  
Hispanic Association of Colleges and Universities  
Society of Professional Hispanic Engineers

## Additional Qualifications

---

Department of Defense Certified Level III Acquisition Professional  
*Program Management; Systems Planning, Research, & Development, & Engineering*  
California Community College Instructor Credential  
*Business and Industrial Management; Public Services and Administration; and Engineering (Certification No: 04698, Issued: 1982, Valid for Life)*  
Civilian Emergency Response Team (CERT I & II)  
*Los Angeles Fire Department*

## Specialized Training

---

Technology Assessment and Marketing--National Technology Transfer Center  
Executive Development Seminar--OPM Executive Seminar Center  
Facilities Management and O & M--United States Air Force  
Total Quality Management Series--The Aerospace Corporation

USAF Operational Requirements Process Course--United States Air Force Institute Of Technology  
Investment in Excellence for the 90's--United States Air Force  
Seminar of Leadership and Organizational Effectiveness--University Of Southern California  
Federal Sector Marketing--United States Army Management Engineering College  
Seminar on Leadership and Ethics for The 1990's--University Of Southern California  
Total Quality Management Certificate--Defense Systems Management College  
Advanced Computer Science Seminar--Control Data Institute  
Leadership and Continuous Improvement--United States Air Force  
Executive Leadership Seminar--OPM Executive Seminar Center  
Role of Government in Technology Transfer Seminar--OPM Executive Seminar Center  
Communications with Difficult People--United States Air Force  
Managerial Competencies for Executives--OPM Executive Seminar Center  
Meeting the Challenge of Excellence--United States Air Force  
Special Emphasis Program Manager's Workshop--OPM Executive Seminar Center  
Defense Contracts Management for Technical Personnel--United States Navy  
Managing EEO Programs--OPM Executive Seminar Center  
Defense Systems Planning and Tactics--Air War College