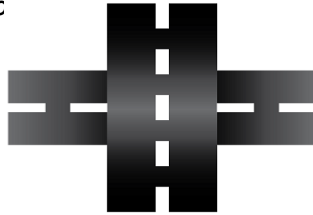


# **Metro**

*Los Angeles County Service Authority for Freeway Emergencies*

*Motorist Aid*

*One Gateway Plaza, Los Angeles, CA 90012,  
3rd Floor Conference Room*



**LA SAFE**

## **Agenda - Final**

**Thursday, June 27, 2019**

**9:30 AM**

**One Gateway Plaza, Los Angeles, CA 90012,  
3rd Floor, Metro Board Conference Room**

### **LA SAFE**

*Sheila Kuehl, Chair*

*James Butts, Vice Chair*

*Eric Garcetti, 2nd Vice Chair*

*Kathryn Barger*

*Mike Bonin*

*Jacquelyn Dupont-Walker - \*Via Telephone*

*John Fasana*

*Robert Garcia*

*Janice Hahn*

*Paul Krekorian*

*Ara Najarian*

*Mark Ridley-Thomas*

*Hilda Solis*

*John Bulinski, non-voting member*

*Phillip A. Washington, Chief Executive Officer*

*\*Hyatt Regency Hotel & Conference Center, 900 Bellevue Way NE, Bellevue WA 98004*

## **METROPOLITAN TRANSPORTATION AUTHORITY BOARD RULES**

### **(ALSO APPLIES TO BOARD COMMITTEES)**

#### **PUBLIC INPUT**

A member of the public may address the Board on agenda items, before or during the Board or Committee's consideration of the item for one (1) minute per item, or at the discretion of the Chair. A request to address the Board must be submitted electronically using the tablets available in the Board Room lobby. Individuals requesting to speak will be allowed to speak for a total of three (3) minutes per meeting on agenda items in one minute increments per item. For individuals requiring translation service, time allowed will be doubled. The Board shall reserve the right to limit redundant or repetitive comment.

The public may also address the Board on non agenda items within the subject matter jurisdiction of the Board during the public comment period, which will be held at the beginning and/or end of each meeting. Each person will be allowed to speak for one (1) minute during this Public Comment period or at the discretion of the Chair. Speakers will be called according to the order in which their requests are submitted. Elected officials, not their staff or deputies, may be called out of order and prior to the Board's consideration of the relevant item.

Notwithstanding the foregoing, and in accordance with the Brown Act, this agenda does not provide an opportunity for members of the public to address the Board on any Consent Calendar agenda item that has already been considered by a Committee, composed exclusively of members of the Board, at a public meeting wherein all interested members of the public were afforded the opportunity to address the Committee on the item, before or during the Committee's consideration of the item, and which has not been substantially changed since the Committee heard the item.

In accordance with State Law (Brown Act), all matters to be acted on by the MTA Board must be posted at least 72 hours prior to the Board meeting. In case of emergency, or when a subject matter arises subsequent to the posting of the agenda, upon making certain findings, the Board may act on an item that is not on the posted agenda.

**CONDUCT IN THE BOARD ROOM** - The following rules pertain to conduct at Metropolitan Transportation Authority meetings:

**REMOVAL FROM THE BOARD ROOM** The Chair shall order removed from the Board Room any person who commits the following acts with respect to any meeting of the MTA Board:

- a. Disorderly behavior toward the Board or any member of the staff thereof, tending to interrupt the due and orderly course of said meeting.
- b. A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting.
- c. Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Board; and
- d. Any other unlawful interference with the due and orderly course of said meeting.

#### **INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE BOARD**

Agendas for the Regular MTA Board meetings are prepared by the Board Secretary and are available prior to the meeting in the MTA Records Management Department and on the Internet. Every meeting of the MTA Board of Directors is recorded and is available at [www.metro.net](http://www.metro.net) or on CD's and as MP3's for a nominal charge.

## DISCLOSURE OF CONTRIBUTIONS

The State Political Reform Act (Government Code Section 84308) requires that a party to a proceeding before an agency involving a license, permit, or other entitlement for use, including all contracts (other than competitively bid, labor, or personal employment contracts), shall disclose on the record of the proceeding any contributions in an amount of more than \$250 made within the preceding 12 months by the party, or his or her agent, to any officer of the agency, additionally PUC Code Sec. 130051.20 requires that no member accept a contribution of over ten dollars (\$10) in value or amount from a construction company, engineering firm, consultant, legal firm, or any company, vendor, or business entity that has contracted with the authority in the preceding four years. Persons required to make this disclosure shall do so by filling out a "Disclosure of Contribution" form which is available at the LACMTA Board and Committee Meetings. Failure to comply with this requirement may result in the assessment of civil or criminal penalties.

## ADA REQUIREMENTS

Upon request, sign language interpretation, materials in alternative formats and other accommodations are available to the public for MTA-sponsored meetings and events. All requests for reasonable accommodations must be made at least three working days (72 hours) in advance of the scheduled meeting date. Please telephone (213) 922-4600 between 8 a.m. and 5 p.m., Monday through Friday. Our TDD line is (800) 252-9040.

## LIMITED ENGLISH PROFICIENCY

A Spanish language interpreter is available at all Committee and Board Meetings. All other languages must be requested 72 hours in advance of the meeting by calling (213) 922-4600 or (323) 466-3876.



**323.466.3876 x2**

*Español*

**323.466.3876 x3**

한국어

日本語

中文

русский

ភាសាខ្មែរ

ภาษาไทย

Tiếng Việt

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Copies of Agendas/Record of Board Action/Recordings of Meetings - (213) 922-4880 (Records Management Department)

General Information/Rules of the Board - (213) 922-4600

Internet Access to Agendas - [www.metro.net](http://www.metro.net)

TDD line (800) 252-9040

**NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA**

**CALL TO ORDER****ROLL CALL**

1. **SUBJECT: MINUTES OF THE LA SAFE BOARD MEETING** [2018-0443](#)

**RECOMMENDATION**

APPROVE Minutes of the LA SAFE Board Meeting held June 28, 2018.

**Attachments:** [June 28, 2018 SAFE MINUTES](#)

2. **SUBJECT: CALL BOX SYSTEM** [2019-0239](#)

**RECOMMENDATION**

AUTHORIZE the restructuring of the Los Angeles County Kenneth Hahn Call Box System which will enable the removal or reallocation of up to 574 call boxes. As a result, the system will be reduced to no more than 100 call box sites, depending upon the number of reallocations. Staff will continue to review the performance of the system and present future restructuring recommendations as part of the annual budget approval process.

**Attachments:** [Attachment A - Caltrans Approval Letter](#)  
[Attachment B - CHP Approval Letter](#)

3. **SUBJECT: LA SAFE FISCAL YEAR BUDGET** [2019-0240](#)

**RECOMMENDATION**

ADOPT the Fiscal Year 2019-2020 (FY20) budget in the amount of \$8,122,141 for the operation and administration of the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE). This budget amount includes the annual funding allocation for the agreement with the Public Transportation Services Corporation (PTSC) for direct labor and administrative support services in the amount of \$1,757,141.

**Attachments:** [Attachment A - Proposed Fiscal Year 2019-2020 Budget Summary](#)  
[Attachment B - Five Year Financial Forecast](#)

**SUBJECT: GENERAL PUBLIC COMMENT**[2019-0523](#)

GENERAL PUBLIC COMMENT

**Adjournment**

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.



Metro

## Board Report

Los Angeles County  
Metropolitan Transportation  
Authority  
One Gateway Plaza  
3rd Floor Board Room  
Los Angeles, CA

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**File #:** 2018-0443, **File Type:** Minutes

**Agenda Number:** 1.

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### LA SAFE BOARD MEETING JUNE 27, 2019

**SUBJECT: MINUTES OF THE LA SAFE BOARD MEETING**

**ACTION: APPROVE MINUTES**

**RECOMMENDATION**

APPROVE Minutes of the LA SAFE Board Meeting held June 28, 2018.

# **Metro**

Los Angeles County Service Authority for Freeway Emergencies  
Motorist Aid  
One Gateway Plaza, Los Angeles, CA 90012,



**LA SAFE**  
3rd Floor, Metro Board Room

## **MINUTES**

**Thursday, June 28, 2018**

**10:00 AM**

**One Gateway Plaza, Los Angeles, CA 90012,  
3rd Floor, Metro Board Room**

### **LA SAFE**

#### **DIRECTORS PRESENT:**

**Eric Garcetti, Chair  
Sheila Kuehl, Vice Chair  
James Butts, 2nd Vice Chair  
Kathryn Barger  
Mike Bonin  
Jacquelyn Dupont-Walker  
John Fasana  
Robert Garcia  
Janice Hahn  
Paul Krekorian  
Mark Ridley-Thomas  
Hilda Solis  
Carrie Bowen, non-voting member**

**Phillip A. Washington, Chief Executive Officer**

**CALLED TO ORDER at 10:09 a.m.**

## ROLL CALL

**APPROVED Consent Calendar Items: 1 and 2.**

**Consent Calendar items were approved with one motion unless held by a Director for discussion and/or separate action.**

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	A	Y

**1. SUBJECT: MINUTES OF THE LA SAFE BOARD MEETING 2017-0471**

APPROVED ON CONSENT CALENDAR Minutes of the LA SAFE Board Meeting held June 22, 2017.

**2. SUBJECT: FISCAL YEAR BUDGET 2018-0320**

ADOPTED ON CONSENT CALENDAR the Fiscal Year 2018-2019 (FY19) budget in the amount of \$7,868,365 for the operation and administration of the Los Angeles County Service Authority for Freeway Emergencies (SAFE). This budget amount includes the annual funding allocations for the agreement with the Public Transportation Services Corporation (PTSC) for direct labor and administrative support services in the amount of \$1,673,365.

RECEIVED General Public Comment

ADJOURNED AT 10:12 a.m.

Prepared by: Deanna Phillips  
Administrative Analyst, Board Administration



Christina Goins, Assistant Board Secretary





## Board Report

File #: 2019-0239, File Type: Program

Agenda Number: 2.

**SAFE BOARD MEEETING  
JUNE 27, 2019**

### **SUBJECT: CALL BOX SYSTEM**

### **ACTION: AUTHORIZE THE RESTRUCTURING OF THE CALL BOX SYSTEM**

### **RECOMMENDATION**

AUTHORIZE the restructuring of the Los Angeles County Kenneth Hahn Call Box System which will enable the removal or reallocation of up to 574 call boxes. As a result, the system will be reduced to no more than 100 call box sites, depending upon the number of reallocations. Staff will continue to review the performance of the system and present future restructuring recommendations as part of the annual budget approval process.

### **ISSUE**

Los Angeles Service Authority for Freeway Emergencies (LA SAFE) is responsible for the operations and maintenance of the Kenneth Hahn Call Box System. As part of the overall management of the call box system, a review was conducted that resulted in a recommendation to restructure the call box system.

### **DISCUSSION**

The call box system was established to provide motorist aid service to the public. In 2007, the Board authorized an initial restructuring that transitioned the call box system from a primary motorist aid resource to a secondary safety net system. This resulted in a reduction of the call box system from 4,500 to 2,500 call boxes. In 2015, the Board authorized a second restructuring that resulted in the current level of 602 call box sites.

As stated in prior restructuring approvals, periodic reviews of the call box system and subsequent recommendations would be presented to the Board. The latest review was performed in late 2018 and examined a number of factors including:

- Maintenance - Review of maintenance issues associated with call box locations;
- Safety - Review of the safety of the site based upon the number of times a call box has been knocked-down;
- Call Box Usage - Review of usage and number of calls requiring transfer to the California Highway Patrol;

- 
- Availability of Services - Review of Metro Freeway Service Patrol coverage, and nearby exits (off ramps);

Additional external factors that were considered include the continued proliferation of cell phones, the expanded inclusion of in-vehicle services, the availability and use of 511 Motorist Aid and the general trend of other SAFEs to reduce the size of their call box system. A quick survey identified several other SAFEs that have or will be moving forward to reduce their call box system. These include the Metropolitan Transportation Commission/Bay Area SAFE, Orange County SAFE, Riverside County SAFE, San Bernardino County SAFE and San Diego County SAFE. All these SAFEs have had their plans approved and are in the process of or have completed their restructuring.

One future impacting factor that was considered is the notice from AT&T wireless stating their policy to stop supporting 3G operations in 2021. Currently, all the call boxes operate on 3G wireless technology. With the wireless carriers focused on transitioning to 5G, their support of 3G technologies is not expected to continue. As a result, LA SAFE would be required to upgrade the call boxes to work on either 4G or 5G technologies. With the latest reduction in the call box systems by the various SAFEs there may be limited, if any, vendors capable or willing to provide a limited number of 4G or 5G call boxes at a reasonable cost. This impact will be closely monitored and addressed in future reports.

As a result of the review, up to 574 call box sites have been identified and recommended for removal or reallocation. The call box sites not recommended for removal are in rural areas with reduced/limited wireless service and a lack of other readily available services. These call boxes are located along Angeles Forest Highway, Lake Hughes Road, Angeles Crest Highway, Decker Road, I-5 near Pyramid Lake and Pacific Coast Highway. Call boxes may be reallocated to these and other similar roads to ensure a safety net. Staff will monitor and report any changes in future budget reports.

### **DETERMINATION OF SAFETY IMPACT**

Removal and reallocation of the call boxes is not anticipated to present any negative safety impacts. These recommendations have been reviewed by our partner agencies, Caltrans (Attachment A) and CHP (Attachment B), for safety implications and both agencies concur with our findings and recommendation.

### **FINANCIAL IMPACT**

Funding of \$85,000 for the implementation of the restructuring plan has been included in the FY20 budget request under Cost Center 3351, Project 300209 for LA SAFE.

Since this is a multi-year project, the cost center manager and Executive Officer, LA SAFE will be accountable for budgeting the cost in future years, including any options exercised.

### **ALTERNATIVES CONSIDERED**

The Board could elect to 1) not approve the restructuring; or 2) remove the entire call box system.

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Staff is not recommending either alternative. This restructuring is consistent with prior approved restructuring recommendations and will ensure a more efficient, effective and safe system for the motoring public. Removal of the entire system is not recommended at this time as the call boxes that remain will provide a continuing safety net in remote locations.

### **NEXT STEPS**

Upon approval, staff will begin steps to restructure the call box system. Additionally, staff will continue monitoring the system and move forward with additional call box removals or reallocations as warranted and update the Board during the annual budget process.

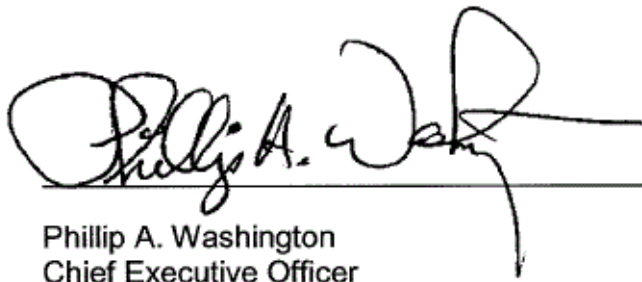
### **ATTACHMENTS**

Attachment A - Caltrans Call-Box removal approval letter

Attachment B - CHP Call-Box removal approval letter

Prepared by: Iain Fairweather, Sr. Manager LA SAFE, (213) 418-3377  
Ken Coleman, Deputy Executive Officer LA SAFE, (213) 922-2951

Reviewed by: Shahrzad Amiri, Executive Officer LA SAFE, (213) 922-3061



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Phillip A. Washington  
Chief Executive Officer

**DEPARTMENT OF TRANSPORTATION****DIVISION OF TRAFFIC OPERATIONS**

P.O. BOX 942873, MS-36

SACRAMENTO, CA 94273-0001

PHONE (916) 654-6448

FAX (916) 653-6080

TTY 711

www.dot.ca.gov/trafficops

**ATTACHMENT A***Making Conservation  
a California Way of Life.*

December 20, 2018

Mr. Iain Fairweather  
Senior Manager, LA SAFE  
Los Angeles County Service Authority for Freeway Emergencies  
One Gateway Plaza  
Los Angeles, CA 90012-2952

Dear Mr. Fairweather:

Thank you for submitting the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE) Call Box Assessment dated October 25, 2018 to the California Department of Transportation (Caltrans) for review. This submittal complies with the requirement set forth in the November 2007 California Highway Patrol (CHP)/Caltrans Call Box and Motorist Aid Guidelines. Caltrans has reviewed LA SAFE's Call Box Assessment and approves of LA SAFE's plan for reducing call boxes in Los Angeles County.

I would like to remind you that an encroachment permit is required for this work on the State Highway System. As the sites are reduced, the final surfaces at these locations must be returned to their original condition.

Caltrans understands the need to evaluate the call boxes in your region currently and appreciates LA SAFE's continued efforts to serve motorists in need of roadside assistance. I sincerely appreciate the opportunity to review and comment on CVR-SAFE's Call Box Modernization Project Phase II. If you have any questions regarding this matter, please contact Lisa Davies of my staff at (916) 337-3295 or by email at [lisa.davies@dot.ca.gov](mailto:lisa.davies@dot.ca.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Joe Rouse", with a long horizontal line extending to the right.

JOSEPH (JOE) ROUSE, Chief  
Office of System Operations

c: Lisa Davies, Call Box Program Manager, Division of Traffic Operations, Caltrans

**DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**

P.O. Box 942898  
Sacramento, CA 94298-0001  
(916) 843-3001  
(800) 735-2929 (TT/TDD)  
(800) 735-2922 (Voice)

ATTACHMENT B



File No.: 001.010377.048.A05189.A13540.10011

Mr. Iain Fairweather, Senior Manager  
Los Angeles County Service Authority for Freeway Emergencies  
1 Gateway Plaza, Mail Stop 99-11-1  
Los Angeles, CA 90012

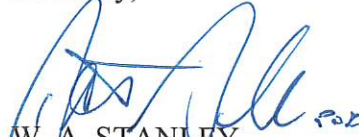
Dear Mr. Fairweather:

I am writing in response to your letter and the attached "Los Angeles County Service Authority for Freeway Emergencies (LA SAFE) Call Box Draft Assessment Study," dated October 25, 2018. This proposal outlines the process your organization intends to follow for reduction of call boxes from LA SAFE's motorist aid system.

I appreciate the efforts of the LA SAFE in providing key services to the motoring public, and understand the reasons to streamline and upgrade this program. After reviewing the proposal, I agree with, and approve the proposed LA SAFE's call box reduction plan.

I sincerely appreciate the opportunity to comment on this matter. If you have any questions or concerns, please do not hesitate to contact Commander Dee Dee Teel of our Communications Centers Support Section, at (916) 843-4280.

Sincerely,

  
W. A. STANLEY  
Commissioner

cc: Information Management Division  
Communications Centers Support Section





## Board Report

File #: 2019-0240, File Type: Budget

Agenda Number: 3.

### SAFE BOARD MEETING JUNE 27, 2019

**SUBJECT: LA SAFE FISCAL YEAR BUDGET**

**ACTION: ADOPT THE FISCAL YEAR 2019-2020 BUDGET**

#### **RECOMMENDATION**

ADOPT the Fiscal Year 2019-2020 (FY20) budget in the amount of \$8,122,141 for the operation and administration of the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE). This budget amount includes the annual funding allocation for the agreement with the Public Transportation Services Corporation (PTSC) for direct labor and administrative support services in the amount of \$1,757,141.

#### **ISSUE**

LA SAFE was created in 1988, pursuant to California Streets and Highway Code Section 2550 et.seq., and is responsible for providing motorist aid services in Los Angeles County. To fulfill its mission, LA SAFE needs an annual budget and requires administrative support services, which is provided via a Memorandum of Understanding (MOU), with the PTSC. A summary of the proposed FY20 budget is provided as Attachment A.

#### **DISCUSSION**

During FY19, LA SAFE continued to fund, develop, implement and operate a variety of motorist aid services, programs, and activities. These services, programs, and activities include:

- Operation, maintenance, and restructuring of the Kenneth Hahn Call Box System
- Operation of Southern California 511 system
- Initiation of a Quality Control/Quality Assurance program to support program improvements
- Coordination with Metro, Caltrans and California Highway Patrol (CHP) on the operation and development of the Regional Integration of Intelligent Transportation Systems (RIITS)
- Coordination with CHP and Caltrans to integrate SoCal 511 operations into the Los Angeles Regional Traffic Management Center (LARTMC)

For FY20, LA SAFE will be working on the following projects and activities:

- Continued operation and maintenance of the existing Call Box System and implementation of



any Board approved Call Box System restructuring.

- Continued operation of SoCal 511
- Investigation and development of new features, services, and possible service expansion/merger of SoCal 511
- Development and implementation of strategic plans for LA SAFE, SoCal 511, and RIITS
- Collaborating with Metro and Caltrans on the continued development and improvements to RIITS, which includes securing new transportation data sources and developing new mobility improving applications
- Working with Metro, Caltrans, CHP and the City of Los Angeles to initiate the operation and future phases of integrating services and functions into the LARTMC
- Collaborating with regional partners to identify and implement improvements to existing programs and develop new services that will improve mobility within the region - including Intelligent Transportation Systems (ITS), connected vehicle, and corridor management projects

The FY20 budget of \$8.1 million represents a decrease of approximately \$71,000 or 0.9% compared to the adopted FY19 budget. Specifically, the FY20 budget variances for each major budget category are as follows:

<u>Category</u>	<u>Increase/ (Decrease)</u>
Administration	\$ 0
Direct Labor	\$ (241,188)
Programs & Services	\$ 170,000

The Administration budget is proposed to remain unchanged. This category covers the general administrative costs for LA SAFE and includes the budget for general office and computer supplies, insurance, business travel, workshops and training.

The Direct Labor budget covers the costs for obtaining staff (full-time and as-needed) from the PTSC. This category includes the costs for direct labor, as-needed, allocated overhead, fringe and other labor related costs. This budget is proposed to decrease by approximately \$241,189. This decrease is due to a reduction in as-needed labor and overhead allocation budgets.

The Programs & Services category provides the funding needed to operate, maintain, improve, and develop the variety of motorist aid services supported by LA SAFE. These FY20 projects include Call Box support, SoCal 511 operations, SoCal 511 development, mobile services, and the possible implementation of other strategic programs. The budget for this category is proposed to increase by \$170,000.

The summary and breakdown of the FTE allocation, are provided as part of the Five-Year Financial Forecast (Attachment B).

## **DETERMINATION OF SAFETY IMPACT**

The budget is used in support of the continued safe and reliable operation of the Call Box System and Southern California 511. Both systems support motorists by providing a service from which motorists can request assistance and also obtain transportation-related information, which can improve the overall safety and reliability of the transportation network.

### **FINANCIAL IMPACT**

Funding in the amount of \$8,122,141 has been included in the FY20 proposed budget in project 300209 and allocated to cost centers 2220 (Congestion Reduction), 3351 (LA SAFE), 1210 (County Counsel) and 7140 (Marketing). The Five-Year Financial Forecast demonstrates the financial capacity of LA SAFE to use its existing fund balance and projected revenue to fully fund the proposed FY20 budget.

### **ALTERNATIVES CONSIDERED**

The Board may elect not to adopt the proposed budget. This alternative is not recommend as it would result in the discontinuation of LA SAFE operations and its programs. Without the budget, LA SAFE will be unable to administer its programs and fulfill its statutory motorist aid mission.

The Board could choose to make a modification, either a decrease or an increase, to the proposed budget. This alternative is not recommended since the proposed budget was developed to ensure that LA SAFE is sufficiently funded for FY20. The proposed budget ensures LA SAFE's ability to properly fulfill its mission and comply with all existing legal and statutory requirements.

### **NEXT STEPS**

Upon approval of the proposed FY20 budget, staff will begin implementation of FY20 projects and efforts. Staff will monitor the budget and projects to ensure LA SAFE meets all its requirements in a fiscally responsible manner.

### **ATTACHMENTS**

Attachment A - Proposed Fiscal Year 2019-2020 Budget Summary

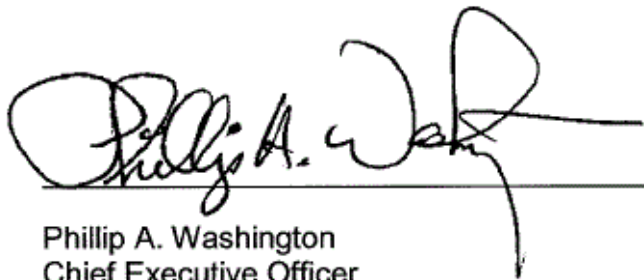
Attachment B - Five Year Financial Forecast

Prepared by: Adrian Ziemer, Sr. Mgr., Transportation Planning  
(213) 922-5587

Kenneth Coleman, DEO Congestion Reduction Programs  
(213) 922-2951

Shahrzad Amiri, Executive Officer Congestion Reduction Programs (213) 922-3061





Phillip A. Washington  
Chief Executive Officer

**ATTACHMENT A**

**Proposed Fiscal Year 2020 Budget Summary  
Total Expenditure Categories**

<b>CATEGORY</b>	<b>FY20 PROPOSED BUDGET</b>	<b>PERCENTAGE</b>
<b>Administration</b>	165,000	2%
<b>Direct Labor</b>	1,757,141	22%
<b>Programs &amp; Services</b>	6,200,000	76%
Call Box Operations	800,000	13%
Traveler Information System	3,650,000	59%
Motorist Services Improvements	1,750,000	28%
<b>Total</b>	8,122,141	

**Proposed Fiscal Year 2018-2019 Budget Summary  
Comparison FY18 Budget vs. FY19 Budget**

<b>CATEGORY</b>	<b>FY19 BUDGET</b>	<b>FY20 PROPOSED BUDGET</b>	<b>VARIANCE</b>
<b>Administration</b>	165,000	165,000	0
<b>Direct Labor</b>	1,998,330	1,757,141	(241,189)
<b>Programs &amp; Services</b>	6,030,000	6,200,000	170,000
Call Box Operations	750,000	800,000	50,000
Traveler Information System	3,780,000	3,650,000	(130,000)
Motorist Services Improvements	1,500,000	1,750,000	250,000
<b>Total</b>	8,193,330	8,122,141	(71,189)

## ATTACHMENT B

### LOS ANGELES COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES FINANCIAL FORECAST (\$000) Fiscal Year 2019-2020

	PROPOSED BUDGET					
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<b>SAFE FUNDS</b>						
Projected Registration Surcharge	\$7,750	\$7,750	\$7,750	\$7,750	\$7,750	\$7,750
Projected SAFE Fund Balance	\$26,445	\$26,173	\$26,243	\$26,224	\$26,234	\$26,187
Projected Interest	\$100	\$100	\$100	\$100	\$100	\$100
<b>FUNDS AVAILABLE</b>	\$34,295	\$34,023	\$34,093	\$34,074	\$34,084	\$34,037
<b>EXPENSES/OBLIGATIONS</b>						
Administration	\$165	\$170	\$205	\$170	\$170	\$170
Direct Labor	\$1,757	\$1,810	\$1,864	\$1,920	\$1,978	\$2,037
Programs & Services	\$6,200	\$5,800	\$5,800	\$5,750	\$5,750	\$5,750
Call Box Program	\$800	\$750	\$750	\$750	\$750	\$750
Traveler Information	\$3,650	\$3,550	\$3,550	\$3,500	\$3,500	\$3,500
Motorist Services Improvements	\$1,750	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
<b>TOTAL EXPENSE/OBLIGATIONS</b>	\$8,122	\$7,780	\$7,869	\$7,840	\$7,898	\$7,957
<b>PROJECTED YEAR END BALANCE</b>	\$26,173	\$26,243	\$26,224	\$26,234	\$26,187	\$26,080

Los Angeles County  
Service Authority for Freeway Emergencies  
Five-Year Financial Forecast  
Fiscal Year 2019-2020

Notes and Assumptions

The Fiscal Year 2019-2020 (FY20) Five-Year Financial Forecast has been developed to provide a snapshot of Los Angeles Service Authority Freeway Emergencies (LA SAFE) current financial situation and project the impact of the proposed FY20 budget to the overall financial condition of LA SAFE. The forecast is based upon the assumptions and notes listed herein.

The use of LA SAFE funds is strictly limited per California Streets and Highways Code Section 2550 et.seq., which requires LA SAFE to use its dedicated funds to support the call box system and support other motorist aid services.

The forecast demonstrates that LA SAFE has sufficient financial capacity to fund the motorist aid services activities as proposed in the FY20 budget and to absorb the impact of the FY20 budget for the next five years.

This forecast includes the projected costs of operating the call box system, Southern California 511, and funding improvements to motorist services programs. All financial figures will be refined as better information is obtained and more accurate projections can be made.

LA SAFE FUNDS

This section provides a summary of the projected funds available to LA SAFE.

- Projected Registration Surcharge

This refers to the projected annual revenue generated by the \$1.00 vehicle registration surcharge. The forecast is based upon historical figures. The forecast is a conservative forecast based upon long-term historical actuals. Overall, the registration surcharge is projected to remain relatively constant for the next five years. However, this will be an item that will require annual review as recent increases to the cost of owning a vehicle in California, attitudinal changes regarding vehicle ownership, impact of ride/car sharing services, technological changes and other related items may impact the overall number of registered vehicles.

- Projected LA SAFE Fund Balance

The LA SAFE fund balance shows the available funds from the end of the previous fiscal year.

- Projected Interest

This references the projected interest income for LA SAFE, based upon a conservative rate of return on the investment base.

## EXPENSES/OBLIGATIONS

- Administration

These are funds programmed for general administrative support services and equipment costs. Items such as travel, training, office supplies, computer equipment, insurance, legal, and other general services required for the administration of LA SAFE are included in this category. The cost for administration is projected to remain relatively stable with slight increases in FY22 to account for potential cost increase in supplies to account for computer equipment and associated replacements and upgrades. As this is an annual forecast the impact will be updated each year as new information is received.

The FY20 budget for administrative services remains unchanged at \$165,000.

- Direct Labor

These funds are programmed to cover the projected costs associated with LA SAFE's staffing resource needs. This includes overhead, salary, fringe benefits, and as-needed labor costs. There is no change to the allocation of FTEs for LA SAFE from FY19 to FY20. The FY20 budget for this category is \$241,189 less than FY19 due to budget reductions in as-needed and overhead. All of the staff provided under this category will be obtained from the Public Transportation Services Corporation (PTSC) via the existing MOU.

The FY20 FTE allocation is comprised of the following positions:

<b>Position</b>	<b>FY20 Request</b>	<b>FY19 Authorized</b>	<b>Comment</b>
EO – Congestion Reduction	0.4	0.4	Position provides overall Executive leadership. This position also oversees the Metro Freeway Service Patrol and Metro ExpressLanes programs.
DEO – Hwy Ops	0.8	0.8	Position providing overall leadership over LA SAFE, RIITS, Freeway Beautification and the development of other motorist services.
Sr. Mgr Hwy Ops Program	1	1	Program manager provides daily management over Southern California 511 and the Kenneth Hanh Call Box System.

Mgr. Highway Ops	1	1	Position provides senior level support over the daily operation of 511 and quality assurance services.
Principal Transportation Planner	1	1	Position supporting 511 strategic evaluation, customer service and freeway beautification program.
Sr. Hwy Ops Program Administrator	1	1	Position supports the TMC integration implementation and coordination with partner agencies.
Sr. Admin Analyst	0.4	0.4	Position provides general administrative support for the Congestion Reduction department.
Production Mgr.	0.02	0.02	Position supports the review and development of public facing media in support of 511.
Sr. Marketing & Communications Officer	0.1	0.1	Position coordinates all related marketing and communications needs for 511.
<b>Total</b>	<b>5.72</b>	<b>5.72</b>	

For FY20, LA SAFE is requesting a total of 5.72 FTEs, which is stable from FY19.

Costs for outlying years are projected to slightly increase over the forecast period. The forecast predicts a 3% annual increase in Direct Labor costs for the duration of the forecast period.

- **Programs & Services**

Funds programmed in direct support of the programs, projects, and services operated by or to be funded by LA SAFE. The programs and services LA SAFE propose to support during FY20 include the Kenneth Hahn Call Box System, Southern California 511 traveler information system, and Motorist Services Improvements.

The FY20 budget for this category has increased by \$170,000 compared to the adopted FY19 budget. This increase is attributed to the need and development of strategic support for LA SAFE programs. The budget associated with the on-going operations of the call box system is proposed to remain stable however, it may slightly fluctuate due to implementation of further Board approved restructuring. Funds for Motorist Services Improvements and strategic services are proposed to remain stable throughout the forecasted period.

Funding for Programs & Services is projected to decrease slightly in future years due to 511 and Motorist Services improvement allocations. The following is a breakdown of each program and service to be funded and/or operated by LA SAFE during FY20:

### Call Box Program

Funds programmed to cover the costs to operate, maintain and upgrade the Kenneth Hahn Call Box System. FY20 funding for the Call Box Program is \$800,000 for the continued operation of the system. The FY20 budget is \$50K higher than FY19 to account for the increased cost associated with any approved Call Box restructuring. This is expected to remain stable with slight decreases in the future.

Operational costs to fund the call box system include all day-to-day requirements to operate and maintain the call box system and are based on contractual and supplier costs. Items include call answering services, cellular service and maintenance operations.

### Traveler Information System – Southern California 511

Funds programmed to support the operation, maintenance and improvement of the Southern California 511 system. Southern California 511 is a regional traveler information system operated in partnership with Los Angeles Metropolitan Transportation Authority (Metro), the Orange County Transportation Authority, the Ventura County Transportation Commission, California Highway Patrol and California Department of Transportation. The system provides individuals with the ability to obtain traffic, transit, commuter services and other general traveler information via their phone, Internet and Mobile Application. The system was deployed in June 2010 and since the launch, Southern California 511 has been used by over 11 million users. In FY18, the NextGen 511 system was deployed and entered into its operations and maintenance phase.

The FY20 budget allocation for Southern California 511 is proposed to decrease by \$130,000 compared to the FY19 allocation. This decrease is due to lower contracted service enhancement costs.

Allocations for FY20 and beyond are projected to remain relatively stable and accommodate anticipated costs of potential 511 expansions/merger and deployment of an updated mobile app in FY20. Slight decrease allocation in follow on years. As things change quickly with any technology-based service, staff will be closely monitoring the service to make any changes as a result of market conditions. Any changes will be reflected in future forecasts.

### Motorist Services Improvements

Funds programmed to enable LA SAFE to support improvements to existing motorist services programs and/or develop new services. FY20 funding has increased by \$250K, these funds may be used to support marketing and outreach opportunities; develop a strategic roadmap for LA SAFE; support the integration of motorist services operations into the Los Angeles Regional Traffic Management Center (LARTMC); and support the procurement of third-party data for RIITS and 511. The funding for service improvements will be allocated on an annual basis depending upon available funds, identified needs or the ability to secure new third party/grant funds. This funding is expected to remain stable for duration of forecasted period.