

# APPROVED BUDGET

FISCAL YEAR 2018-19



ORANGE COUNTY TRANSPORTATION AUTHORITY

550 S. MAIN STREET, P.O. BOX 14184

ORANGE, CA 92863-1584







June 11, 2018

BOARD OF DIRECTORS

Lisa A. Bartlett  
Chairwoman

Tim Shaw  
Vice Chairman

Laurie Davies  
Director

Barbara Delgleize  
Director

Andrew Do  
Director

Lori Donchak  
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Michael Hennessey  
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Mark A. Murphy  
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Miguel Pulido  
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Todd Spitzer  
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Michelle Steel  
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Tom Tait  
Director

Gregory T. Winterbottom  
Director

(Vacant)  
Ex-Officio Member

CHIEF EXECUTIVE OFFICE

Darrell E. Johnson  
Chief Executive Officer

Chairwoman Lisa A. Bartlett and Members of the Orange County Transportation Authority Board of Directors:

Consistent with the Orange County Transportation Authority's (OCTA) vision, mission, values, and in accordance with the Board of Directors' (Board) Strategic Initiatives, I present to you the fiscal year (FY) 2018-19 budget for OCTA. The FY 2018-19 budget is balanced at \$1.3 billion and commits the necessary resources to continue keeping OCTA's promises to the residents of Orange County.

The budget incorporates the Board-adopted forecasting methodologies for both of the sales tax measures administered by OCTA. The Measure M2 (M2) Program, the ½ cent voter-approved sales tax for transportation improvements, is projected to grow by 3.7 percent. The Local Transportation Fund (LTF), the ¼ cent sales tax, which funds approximately 60 percent of the Bus Program's operating expenditures, is projected to grow by 3.1 percent.

Under the M2 Program, funds will continue to improve freeways, streets and roads throughout Orange County, as well as fund multiple transit programs. Included in the proposed budget is \$212 million to help fund freeway improvement projects on Interstate 405, Interstate 5, State Route 55, State Route 57, and State Route 91. Approximately \$171 million is budgeted to improve streets and roads, including \$61 million for the Regional Capacity Program, \$56 million to fund the Local Fair Share Program, and \$28 million for Regional Traffic Signal Synchronization. In addition, the budget also includes \$185 million for implementation of the OC Streetcar.

In FY 2018-19, the budget to support the Bus Program is \$366 million. The budget includes efforts to continue OC Bus 360°, which aims to improve bus service and increase efficiency of the transit system. The budget also maintains existing bus service levels at 1.6 million service hours and fares will remain the same for the sixth year in a row. It is anticipated that the passage of California's Senate Bill 1 (SB 1) will provide approximately \$19 million per year to the Bus Program, which is integral for the Bus Program's long-term financial sustainability. The revenue expected from SB-1 is incorporated in the FY 2018-19 budget.

The FY 2018-19 budget demonstrates OCTA's continued commitment to provide an effective, efficient, and innovative multi-modal transportation network to enhance the quality of life and keep the residents and commuters of Orange County moving.

Sincerely,

Darrell E. Johnson  
Chief Executive Officer

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# EXECUTIVE SUMMARY



# EXECUTIVE SUMMARY







OCTA is governed by an 18-member Board of Directors consisting of five members of the Orange County Board of Supervisors, ten city council members selected by the cities in the supervisorial district in which they represent, two public members selected by the other

15 board members, and a representative appointed by the Governor of California serving in a non-voting capacity. OCTA is managed by a Chief Executive Officer, who acts in accordance with the direction, goals, and policies articulated by the Board of Directors.



## 2018 BOARD OF DIRECTORS

**Lisa A. Bartlett**  
Chairwoman  
Supervisor, 5th District



**Tim Shaw**  
Vice Chairman  
City Member, 4th District



**Laurie Davies**  
Director  
City Member, 5th District



**Barbara Delgleize**  
Director  
City Member, 2nd District



**Andrew Do**  
Director  
Supervisor, 1st District



**Lori Donchak**  
Director  
City Member, 5th District



**Michael Hennessey**  
Director  
Public Member



**Steve Jones**  
Director  
City Member, 1st District



**Mark A. Murphy**  
Director  
City Member, 3rd District



**Richard Murphy**  
Director  
City Member, 2nd District



**Al Murray**  
Director  
City Member, 3rd District



**Shawn Nelson**  
Director  
Supervisor, 4th District



**Miguel Pulido**  
Director  
City Member, 1st District



**Todd Spitzer**  
Director  
Supervisor, 3rd District



**Michelle Steel**  
Director  
Supervisor, 2nd District



**Tom Tait**  
Director  
City Member, 4th District



**Gregory T. Winterbottom**  
Director  
Public Member

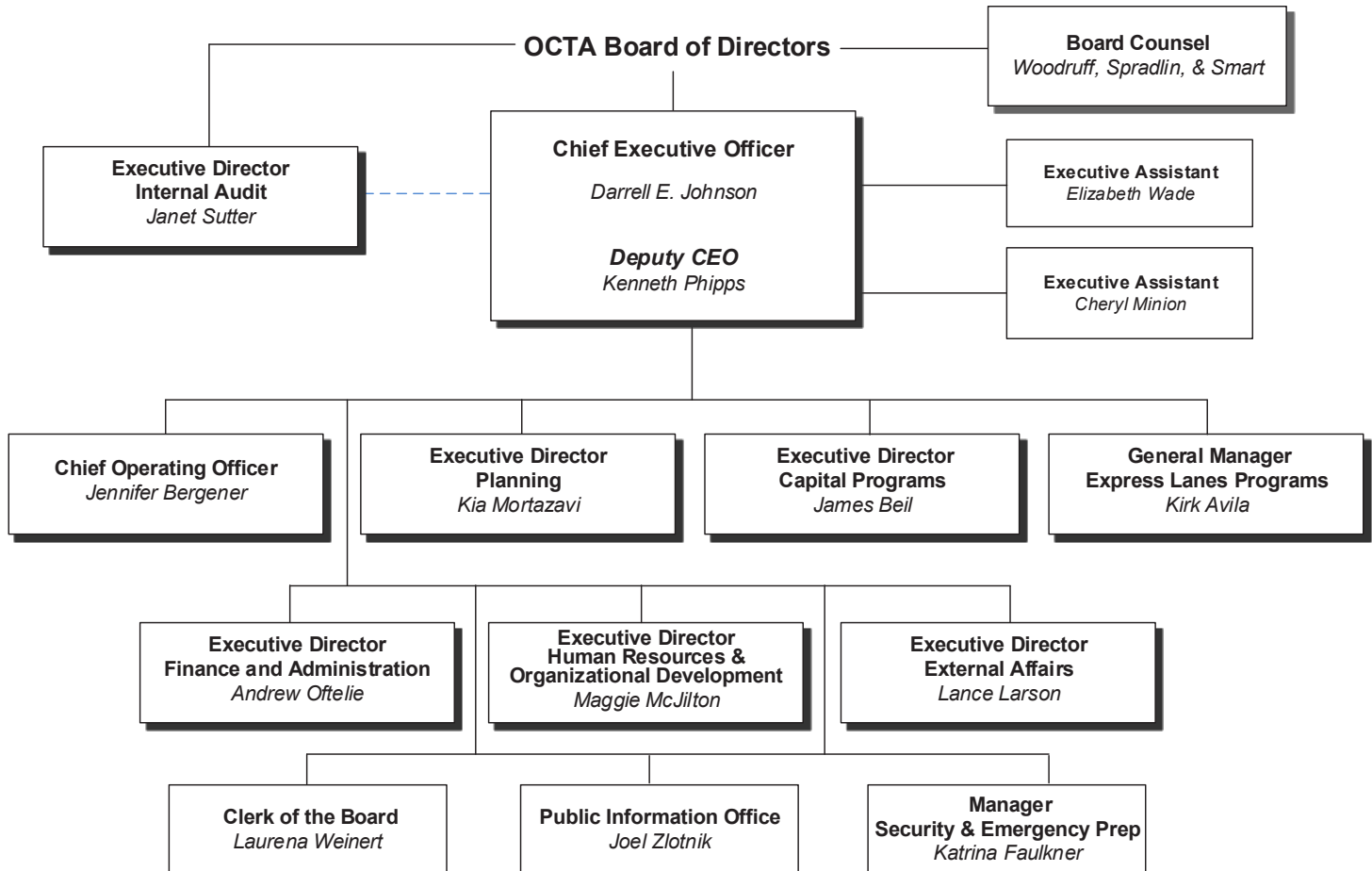


(Vacant)  
Caltrans District 12  
Ex-Officio Member



# Executive Summary

## Orange County Transportation Authority Organizational Chart







## Orange County Transportation Authority Profile

The Orange County Transportation Authority (OCTA) was established by state law and began serving the public on June 20, 1991. OCTA is responsible for providing coordinated, effective, and accountable transportation planning and public transportation services within Orange County.

OCTA works with federal, state, regional, and local agencies to plan, fund, implement, and maintain transportation programs and services throughout Orange County. The Board of Directors (Board) and staff work in close partnership with related agencies from all levels of government as the county's advocate for transportation improvements and ongoing services. Since its inception, OCTA's partnerships have resulted in increased funding for road and highway improvements, expansion of fixed-route bus service, and creation of commuter rail service, all of which expand the variety of transportation choices in Orange County.

Strategic initiatives by OCTA's Board created a road map addressing Orange County's many transportation needs. In FY 2017-18, OCTA continued efforts with OCBus 360°. OCTA improved the bus system, making it more efficient, cost effective, and user-friendly.

Tackling economic challenges head-on, the Board approved the Measure M Next 10 Plan ensuring delivery of transportation promises to Orange County voters. The Next 10 sets a course for Measure M which takes OCTA through 2026. By then, one-half of the 30-year plan will be finished.



Dana Point Harbor is just one of the places OCTA can take you.

Over \$50 million dollars was awarded in FY 2017-18 to cities to improve streets, intersections, and synchronize signals. Work continued on the OC Bridges where grade separations at Orangethorpe Avenue and Tustin/Rose Avenue opened to drivers. In effort to enhance transit, OCTA worked with cities to implement community transit circulators through the use of Measure M2 (M2) dollars.

OC Streetcar is moving forward with significant progress. The OC Streetcar was approved for entry into engineering in January 2017. It was included in the President's budget, and agreements were signed with the cities of Santa Ana and Garden Grove. In FY 2017-18 OCTA continued to pursue funding from the Federal Transit Administration's (FTA) New Starts Program and purchased eight railcars needed for service.

As efforts continued on major projects, including the Interstate 5 in South County, OCTA reached a major milestone to protect habitat and wildlife by approving environmental documents that will forever preserve 1,300 acres of wilderness.

On the 405, the busiest freeway in the nation, a \$1.2 billion dollar design-build contract was awarded, making it the largest in OCTA history. On the 91 freeway, commuters have an easier ride with a new lane opening on the westbound 91 and the repaving of the 91 Express Lanes.



## Strategic Plan Framework

OCTA’s Strategic Plan, which provides a five-year approach to address Orange County’s transportation needs from 2014 - 2019, was adopted by the Board in April 2014, and provides the framework used for development of the annual budget.

OCTA’s core values describe the behaviors, attributes, principles and beliefs that guide all OCTA staff. The Strategic Plan Goals and Board Strategic Initiatives are reflected in all of OCTA’s efforts.

### OCTA’s Core Values

#### INTEGRITY

We deliver as promised and do so ethically, fairly, and with transparency.

#### CUSTOMER FOCUS

We treat our customers with care, consideration and respect, providing friendly and reliable professional service, responsive to their needs.

#### CAN-DO SPIRIT

We tackle challenges with innovation, vision and strategic thinking.

#### COMMUNICATION

We provide consistent, timely and reliable information in an open, honest, and straightforward manner.

#### TEAMWORK

We work well together from a sense of shared purpose and mutual respect.

## Long-Range Transportation Plan

OCTA updates the Long-Range Transportation Plan (LRTP) about every four years. The multi-modal projects and programs included are the basis for the Southern California Association of Governments’ Regional Transportation Plan (RTP). The LRTP provides a visionary blueprint for transportation improvements in Orange County and for development of the RTP.

## Strategic Plan Goals

### MOBILITY

Deliver programs, projects, and services to improve the movement of people and goods throughout Orange County and the region.

### PUBLIC SERVICE

Enhance customer satisfaction by understanding, connecting with and serving our diverse communities and partners.

### FISCAL SUSTAINABILITY

Ensure fiscal health through prudent financial management and by protecting and leveraging available revenue sources.

### STEWARDSHIP

Embrace responsible policies and practices designed to promote environmental sustainability and enhance the safety and quality of life in Orange County.

### ORGANIZATIONAL EXCELLENCE

Continue the tradition of being a high-performing organization through employee development and efficient business practices.

The goals of the 2018 LRTP, Designing Tomorrow, are to assess the performance of the transportation system over a 20+ year horizon, and to identify the projects that best address the needs of the system based on expected population, housing, and employment growth, while taking forecasted financial assumptions into account at the same time. The LRTP will provide both a financially constrained plan, which takes into account funding limitations, and an unconstrained plan, which contains a vast array of potential improvements should additional funding sources become available. The LRTP, which looks out to the year 2040, will focus on:

- Demographic changes and market forces, including projected population, and employment growth in the region
- The introduction of emerging technologies, including connected infrastructure, Transportation Network Companies, and autonomous and electric vehicles



# 2018 BOARD STRATEGIC INITIATIVES



## DELIVER CAPITAL PROJECTS ▾

- Advance construction projects on I-5 and I-405
- Kick off OC Streetcar project construction
- Commission into service OCTA's first Hydrogen Fueling Station



## MAXIMIZE FUNDING OPPORTUNITIES ▾

- Execute the OC Streetcar New Starts grant agreement
- Seek fair distribution of SB-1 funding to Orange County projects
- Award Measure M grants to community-based transit services



## DEVELOP SUSTAINABLE TRANSPORTATION PLANS ▾

- Finalize the Long-Range Transportation Plan
- Set long-term vision through countywide Transit Master Plan
- Complete the first countywide Active Transportation Plan



## STRENGTHEN REGIONAL PARTNERSHIPS ▾

- Collaborate with LA Metro on regional plans.
- Update the SR- 91 Implementation Plan with Riverside County Transportation Commission



## MODERNIZE TRANSIT SERVICES ▾

- Launch OC Flex Service pilot projects
- Integrate hydrogen fuel cell buses into fleet mix
- Complete installation of bus mobile ticket readers



## CHAMPION FISCAL RESPONSIBILITY ▾

- Update the 20-year Comprehensive Business Plan
- Approve a collective bargaining agreement for Coach Operators
- Ensure success of Measure M Next 10 Delivery Plan





- Influence from state and federal policies, including the need to meet challenging emission standards
- The unpredictability of transportation funding programs

In addition, because vacant land adjacent to freeways is scarce, there are few opportunities for significant freeway expansion beyond what is already planned through M2. Therefore, future transportation projects will focus on improving the efficiency of the existing system to accommodate the growing travel demand. Proposed solutions include enhancing mass transit, ridesharing, and utilizing managed lanes.

### Comprehensive Business Plan

The Comprehensive Business Plan (CBP) is a financially constrained business-planning tool designed to assist OCTA in implementing its strategic goals and objectives. The CBP encapsulates OCTA's programs and outlines goals and objectives over the next 20 years, as articulated by the Board. This is accomplished within the framework of sound business practices to provide an effective and efficient multi-modal transportation network to the residents of Orange County.

Through the use of financial modeling and divisional input and review, a comprehensive study of economic influences and programmatic needs and objectives are incorporated into a business-planning document. The CBP validates the feasibility of proposed program and service levels, anticipates a variable economic environment, and identifies and proposes policy direction. The CBP is an evolving document that is Board-approved and responds to the ever-changing social, political, and economic environment. The CBP lays the foundation for the annual budget process.

### Transit Master Plan

OCTA developed a Transit Master Plan titled the OC Transit Vision to define the future of transit in Orange County. The Vision takes a high-level look at long-term transit needs throughout the county, which includes bus, rail, paratransit, and new types of transportation services. The OC Transit Vision identifies the corridors countywide with the greatest demand and potential, and assesses which modes of high-capacity or premium transit, such as streetcar or bus rapid transit (BRT), may be appropriate for each corridor. Finally, the OC Transit Vision prioritizes the most immediately needed projects for near-term development.

Orange County's welcome sign on the Interstate 5 in Buena Park.





## Orange County Profile

Orange County occupies 789 square miles and is located in Southern California—south of Los Angeles County, north of San Diego County, and west of Riverside and San Bernardino Counties. Its prime location within the Los Angeles basin offers residents an ideal climate, access to mountains and coastlines, a diverse housing market, and excellent schools. Orange County boasts a thriving business economy and a well-educated work force.

Thirty-four cities are within Orange County, which together with county unincorporated areas have a current population of approximately 3.1 million, making it the third most populous county in California and the sixth most populous in the United States. Based on OCTA's LRTP, Orange County's population is anticipated to grow by 10 percent (about 311,000 residents) by 2040.

Orange County's economic success is partially attributed to the amenities provided to its residents such as prestigious financial centers, numerous shopping and entertainment centers, community colleges, California State University campus, and University of California campus. Also, Orange County offers well-known amusement parks, including Disneyland, Disney California Adventure, and Knott's Berry Farm. Convenient air travel is provided through John Wayne Airport and countywide bus and rail services are provided by OCTA.

Public bus service was launched in 1972 in response to the county's growing population and increasing traffic congestion. In 1990, Orange County voters passed Measure M (M1), which provided additional sales tax revenues for freeways, regional and local street and road projects, and transit projects.

In 2006, OCTA requested and received voter approval for a 30-year extension of the Measure M sales tax. This Measure M renewal will allow OCTA to continue making transportation improvements throughout the county.

## Economic & Financial Condition

The State of California has remained one of the bright spots in the national economy. California's nonfarm job growth remained strong at 2.1 percent for 2017. The construction sector had the largest increase at 7.1 percent over the previous year.

Orange County has also continued its growth. The unemployment rate in Orange County was 2.8 percent in December 2017. Statewide unemployment was 4.3 percent in December 2017, which is 0.9 percentage points lower than the same period in 2016. National unemployment has fallen to 4.1 percent. Orange County continues to have unemployment levels below the state level and national levels.

Overall, Orange County added 23,600 jobs in 2017. The bulk of the new jobs added over the last year were in construction, which increased 7.6 percent. The leisure and hospitality sector also saw a year-over-year increase of 4.6 percent.

The Orange County real estate market remains strong. Median home prices in December 2017 increased by 5.4 percent year-over-year to \$785,000. The inventory level remains low, however, interest rates have increased which may impact home sales in the future.

The regional inflation rate has increased 3.6 percent over the last year. The price index for nationwide personal consumption expenditures, Federal Reserve's preferred measure of inflation, increased 1.7 percent from December 2016 to December 2017.

The estimated sales tax growth rate for FY 2018-19 is 3.7 percent for M2 based on the forecast provided by MuniServices, LLC. Sales tax for the M2 Program is estimated to be \$14.2 billion over the life of the measure. The sales tax forecasting methodology estimates OCTA's Local Transportation Fund (LTF) sales tax will grow by 3.1 percent in FY 2018-19.



## Sources and Uses

In an effort to continue fiscal sustainability, OCTA has balanced the FY 2018-19 budget. Sources and uses of funds are outlined in this section of the executive summary.

### Sources of Funds

Total sources of funds are a combination of \$1,068.1 million in revenue and the planned use of prior year designations of \$237.8 million for a total of \$1,305.9 million. The following highlights each funding source within these categories.

#### Local Sources

It is anticipated that OCTA will receive \$366.4 million from local sources in FY 2018-19. The majority of the local sources come from the one-half cent sales tax receipts collected under M2 (\$332.2 million). In FY 2018-19, OCTA anticipates growth of 3.7% based on the forecast provided by MuniServices, LLC. Additional local sources include property tax, advertising revenue, and contributions for projects from local jurisdictions.

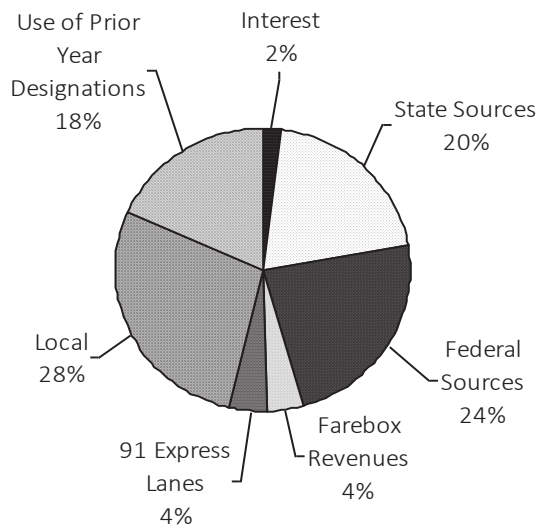
#### Federal Sources

OCTA receives federal assistance on a formula and competitive basis. OCTA anticipates receiving \$307 million from federal sources in FY 2018-19, which consist of \$161.7 million in operating assistance and \$145.3 in capital assistance. Of this, OC Streetcar is expected to receive \$139.3 million in federal assistance. It is anticipated \$63 million will be received in association with bus operations, capital cost of contracting, preventive maintenance, and other transit program initiatives. In addition, the Rail Program includes \$21.4 million in federal assistance.

#### State Sources

It is expected that \$263.6 million will be received from state sources in FY 2018-19. The sources of state revenue include the one-quarter cent Transportation De-

velopment Act (TDA) sales tax (\$170.9 million) and the State Transit Assistance Fund (STAF) (\$35.6 million). These revenue sources help fund the operations, administration and capital expenditures of the bus program. In FY 2018-19, OCTA anticipates LTF will grow by 3.1% based on the forecast provided by MuniServices, LLC. STAF is forecasted by the California State Controller's office on an annual basis, and incorporates the impact of Transportation Senate Bill 1 (SB 1). In the amount of \$19.2 million for the Bus Program.



State sources also include \$57.1 million in funding from Proposition 1B, State Transportation Improvement Program, and other discretionary funding sources. The State notifies OCTA of available grant funding based on bond sales, the State budget, etc. These funds will be used primarily for the construction of grade separations as part of the OC Bridges Program, construction of the I-405 improvement project, rail improvement projects, and capital planning.

#### Farebox Revenue

Farebox Revenue is derived from passenger fares generated from fixed-route bus service and paratransit service, including senior and disabled fare subsidies. The farebox revenue represents one of the primary sources used by OCTA to offset the costs of bus service. Farebox revenue is projected to be \$48 million in FY 2018-19 and is forecasted based on estimated ridership.

#### 91 Express Lanes Revenue

In FY 2018-19, OCTA will conservatively use 95 percent of revenue forecast provided by Stantec. It is anticipated, 91 Express Lanes toll revenues will reach \$50.9 million. Non-toll revenues are expected to reach \$6.8 million, resulting in 91 Express Lanes total FY 2018-19 revenues in the amount of \$57.7 million.





**Interest Income**

OCTA’s Treasury Department projects that OCTA will earn \$25.4 million in interest income on its investment portfolio in FY 2018-19. The funds that generate the largest interest earnings are the M2 and Orange County Transit District funds. Interest earnings are projected at a conservative rate of 1.5 percent. Interest income also includes funds that are anticipated to be received from the Internal Revenue Service for the Build America Bonds debt.

**Planned Use of Prior Year Designations**

In prior years, OCTA has set aside revenue, known as designations, for future capital and program requirements. OCTA will utilize \$237.8 million of prior year designations in FY 2018-19. A draw on M2 prior year designations of \$165.3 million is planned to fund the OC Streetcar, I-405 Improvement Project, Regional Traffic Signal Synchronization projects, and OC Bridges grade separation projects. Prior year designations of \$31.9 million will be utilized from the Commuter Rail Fund to support Metrolink operations and capital improvements. The 91 Express Lanes plans to utilize \$14.5 million primarily for the contribution to the Placentia Metrolink Station. OCTD will utilize \$12.1 million to fund capital projects at four bus bases and transit centers. Other prior year designations include M2 bond debt service of \$6.7 million and Personal Liability / Property Damage (PL/PD) claims of \$5.3 million.

**Uses of Funds**

The expenditures projected for FY 2018-19 are expected to reach \$1,225.6 million, with \$80.3 million designated for future use. Appropriations are allocated in five categories and summarized below.

**Services and Supplies**

These items include appropriations for the purchase of services (e.g., engineering, design, contract transportation services, and consultant services) and supplies (e.g., fuel, maintenance parts, office supplies, and software). Total budgeted services and supplies for FY

2018-19 is \$518.1 million with \$189.9 million related to contributions to other agencies including M2 Local Fair Share, M2 Regional Capacity Program grant payments, Environmental Mitigation Program, grade separation projects, and the Regional Traffic Signal Synchronization program. Contract transportation is budgeted for \$149.3 million.

**Capital and Fixed Assets**

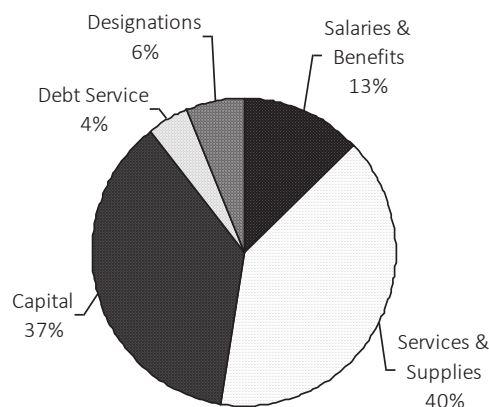
This category of expenses includes all capital equipment purchases (\$5,000 minimum and an initial useful life in excess of one year), which includes freeway and capital construction projects, and right-of-way acquisitions totaling \$484.8 million. The majority of the capital investments will be made in freeways projects, OC Streetcar, grade separation projects, and station improvements.

**Salaries and Benefits**

This category includes the cost for salaries and employee benefits budgeted at \$166.0 million. This represents a 3.6 percent increase from the FY 2017-18 budget. LOSSAN salaries and employee benefits account for 2.5 million of total salaries and employee benefits.

**Debt Service**

Debt service requirements for FY 2018-19 will be \$56.6 million. Funds in this category are used to account for the accumulation of resources for, and payment of, OCTA’s long-term debt obligations, including principal and interest costs. The M2 Debt Service Fund will expend \$44.4 million and the 91 Express Lanes \$5.0 million in principal and interest expense.



**Designation of Funds**

Funds in this category are set aside for future use. FY 2018-19 has \$80.3 million in designations, of which \$45.9 million will be designated for future bus program capital expenditures. Toll revenue in the amount of \$27.2 million will be set aside for the future improvements along the 91 corridor.

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The External Sources and Uses Summary below provides a high level summary of OCTA's sources and uses, including use of prior year designations and designations in the FY 2018-19 budget.

External Sources and Uses Summary			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
5100 Passenger Fares	47,436,159	45,974,360	47,986,216
5500 91 Express Lanes Revenue	56,348,700	46,666,362	57,689,058
6020 State Assistance	41,502,504	28,566,653	23,646,921
6030 Federal Operating Assistance Grants	78,476,852	113,950,912	161,744,309
6040 Federal Capital Assistance Grants	119,422,570	224,189,539	145,266,390
6050 Reimbursement from Other Agencies	16,588,211	35,971,551	22,669,581
6100 Property Taxes	14,943,128	15,248,626	16,084,783
6101 Taxes	486,401,106	508,516,617	546,963,532
6103 DMV Fees	2,959,479	3,000,000	2,959,471
6110 License Fees	420,212	368,241	40,262
6200 Interest Income	15,813,022	21,608,951	25,365,887
6300 Other Non-operating Revenue	25,467,384	9,983,320	14,065,561
6550 Proceeds Sale of Capital Asset	10,078,956	3,105,200	3,611,249
<b>Subtotal Revenues</b>	<b>\$ 915,858,283</b>	<b>\$ 1,057,150,332</b>	<b>\$ 1,068,093,220</b>
Use of Prior Year Designations	1,117,792,479	232,623,022	237,767,691
<b>Total Sources</b>	<b>\$ 2,033,650,762</b>	<b>\$ 1,289,773,354</b>	<b>\$ 1,305,860,911</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7100 Salaries and Benefits	154,503,039	160,158,621	166,035,931
7300 Purchased Transportation Services	91,946,096	97,064,086	100,848,853
7500 Professional Services	154,461,208	159,068,009	184,582,471
7540 Insurance Claims/Premiums	5,204,927	8,629,343	10,920,500
7600 General and Administrative	11,710,669	13,174,687	14,535,462
7700 Maintenance Parts and Fuel	14,658,563	16,808,187	17,269,185
7800 Contributions to Other Agencies	151,413,204	185,978,859	189,949,067
8111 Interest Expense	26,860,300	26,793,913	45,342,174
8112 Principal Payment On Long Term Debt	7,475,000	7,775,000	11,278,946
9000 Capital Expenditures	1,274,945,595	471,668,187	484,820,422
<b>Subtotal Expenses</b>	<b>\$ 1,893,178,601</b>	<b>\$ 1,147,118,892</b>	<b>\$ 1,225,583,011</b>
Designations	140,472,161	142,654,462	80,277,900
<b>Total Uses</b>	<b>\$ 2,033,650,762</b>	<b>\$ 1,289,773,354</b>	<b>\$ 1,305,860,911</b>



## Financial Reports

The Use of Designations Detail report presents the planned use of prior year designations by the project or activity for which they will be utilized.

Use of Designations Detail			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
91 Express Lanes	5,459,875	20,395,325	14,521,100
Bus Capital	0	4,301,500	9,694,320
Bus Operations	0	0	2,382,738
Freeways	740,086,430	63,156,503	68,967,523
I-405 Express Lanes	280,316,127	0	0
M2 Debt Service	0	6,655,959	6,726,448
OC Streetcar	8,043,765	45,827,103	42,606,607
OCTAP	296,858	168,735	87,549
OCUTT	701	0	0
PL/PD Actuarial	0	4,084,736	5,289,165
Rail Capital	47,776,278	43,179,943	15,194,910
Rail Operations	34,082,496	26,785,812	27,597,331
SAFE	0	937,763	0
Streets and Roads	1,729,949	17,129,643	44,700,000
<b>Total Use of Prior Year Designations</b>	<b>\$ 1,117,792,479</b>	<b>\$ 232,623,022</b>	<b>\$ 237,767,691</b>

The Designations Detail report presents the designations by the project or activity for which they will be set aside for future use.

Designations Detail			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
ARBA Contributions	1,356,244	430,753	1,748,644
Assumed MMI Obligations	0	59,361,762	0
Designations for Scholarships	131	0	0
Designation for FSP	3,579,610	0	335,116
Designation for Bond Debt	1,670,210	0	0
Designated for Future SR-91 Projects	25,088,721	19,212,197	26,893,642
Designated for Future OCUTT Projects	0	147,417	100,502
Fixed Asset Reserve	105,201,132	59,410,713	45,910,831
Future Transit Projects	2,070,679	0	0
Personal Liability & Property Damage	409,212	4,091,620	5,289,165
SAAV	14	0	0
STAF	4,480	0	0
Worker's Compensation	1,091,728	0	0
<b>Total Designations</b>	<b>\$ 140,472,161</b>	<b>\$ 142,654,462</b>	<b>\$ 80,277,900</b>



The Pavement Replacement Project on the 91 Express Lanes was completed in 2016.





The External Fund Level Summary report, on this page and the next page, summarize the Sources and Uses by Fund.

External Fund Level Summary - Sources			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
405 Express Lanes	281,486,805	18,197,976	73,934,490
91 Express Lanes	63,288,558	68,906,102	75,549,672
APTA	0	10,000	5,000
ARBA Trust Fund	2,525,566	1,451,775	2,779,877
Commuter and Urban Rail Endowment	29,070,518	0	0
Commuter Rail	15,746,694	85,731,709	75,736,036
General Fund	7,331,998	9,757,042	12,409,101
Internal Service Fund-PL and PD	344,580	4,442,664	5,768,817
Internal Service Fund-Workers' Compensation	720,830	873,038	1,037,088
Local Transportation Authority Measure M2	1,178,015,665	536,064,807	526,450,356
Local Transportation Fund	155,082,902	162,235,334	170,913,798
Measure M2 Bond Debt Service	8,944,789	13,311,918	13,452,896
Orange County Taxi Administration Program	738,076	690,399	282,215
Orange County Transit District	237,394,799	156,548,900	161,006,267
Orange County Unified Transportation Trust	83,778	158,840	207,480
Scholarship Fund	14,115	14,447	13,245
Service Authority for Abandoned Vehicles	19	0	0
Service Authority for Freeway Emergencies	8,321,869	6,582,153	6,963,776
State Transit Assistance Fund	22,571,373	28,880,621	35,612,214
Transit Development Capital Project	21,967,828	195,915,629	143,738,583
<b>Total Authority</b>	<b>\$ 2,033,650,762</b>	<b>\$ 1,289,773,354</b>	<b>\$ 1,305,860,911</b>





## External Fund Level Summary - Uses

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
405 Express Lanes	280,712,406	17,711,685	71,914,440
91 Express Lanes	60,536,881	51,845,478	58,272,684
APTA	0	35,000	5,000
ARBA Trust Fund	2,525,566	1,451,775	2,779,877
Commuter and Urban Rail Endowment	37,220,149	0	0
Commuter Rail	545,531	106,105,106	96,959,161
General Fund	87,414,952	82,034,782	91,812,574
Internal Service Fund-PL and PD	2,077,929	8,057,843	10,438,853
Internal Service Fund-Workers' Compensation	6,551,436	6,248,657	6,764,878
Local Transportation Authority Measure M2	1,132,822,948	430,736,045	413,919,268
Local Transportation Fund	6,179,188	4,067,472	4,608,398
Measure M2 Bond Debt Service	30,462,798	28,793,588	44,364,570
OC Streetcar	0	218,792	59,052
Orange County Taxi Administration Program	519,884	432,948	152,240
Orange County Transit District	355,356,497	309,663,447	311,857,477
Orange County Unified Transportation Trust	19,064	158,840	207,480
Scholarship Fund	14,115	14,447	13,245
Service Authority for Abandoned Vehicles	19	0	0
Service Authority for Freeway Emergencies	9,268,136	6,706,951	7,480,383
State Transit Assistance Fund	5,018	0	0
Transit Development Capital Project	21,418,245	235,490,498	184,251,331
<b>Total Authority</b>	<b>\$ 2,033,650,762</b>	<b>\$ 1,289,773,354</b>	<b>\$ 1,305,860,911</b>

OCTA's Santa Ana Bus Base.



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# MEASURE M2





# MEASURE M2







## Measure M2 Program

### *Description*

On November 7, 2006, the voters of Orange County chose to extend the Measure M1 half cent sales tax for another 30 years from 2011 through 2041. Measure M2 (M2), administered by the Orange County Transportation Authority (OCTA), will generate billions of dollars to improve transportation in Orange County. M2 is designed to reduce traffic congestion and enhance overall mobility. Improvements in the plan include improving key freeways, upgrading major interchanges, and adding capacity and maintaining streets and roads. M2 allocates 43 percent of funds to freeway projects, 32 percent to streets and roads, and 25 percent to transit projects.

## M2 Program Planning

### *Next 10 Plan*

When the M2 Investment Plan was initially developed, forecasts projected M2 sales tax revenue available for projects and programs at \$24.3 billion. Since the Great Recession in 2008, projected sales tax revenue has dropped by \$10.8 billion and is now projected at \$13.5 billion.

On November 13, 2017, the Updated Next 10 Plan was approved by the Board, reflecting new cash flows, schedule, and project information. This comprehensive plan sets priorities and funding commitments over a ten-year period (2017-2026) to ensure that promises made in the M2 Investment Plan can continue to be delivered despite changing economic and revenue short-fall impacts. While the Updated Next 10 Plan considers current cash flow forecasts, project information and schedules, the deliverables remain largely unchanged.

## Freeway Program

### *Description*

The largest component of the overall M2 Program is the Freeway Program. It receives 43 percent of the net sales tax revenue. In the approved Updated Next 10 Plan, \$4.3 billion in freeway projects are scheduled to be delivered. The I-405 Improvement Project, which at \$1.9 billion in estimated cost, will be the largest capital project that OCTA has delivered in its history. This

project, slated to open in 2023, is concurrently under final design and construction. Another major freeway project that OCTA has been working on is the \$230 million Interstate 5 (I-5) high-occupancy vehicle (HOV) project in south Orange County. Completed in early 2018, this project added a carpool lane in both directions on I-5 between Avenida Pico and San Juan Creek Road, reconstructed the Avenida Pico interchange, and enhanced on- and off-ramps along the project limits. Completed freeway projects like the I-5 HOV project are a testimony to the purpose of M2 Program to reduce traffic congestion and enhance overall mobility.

Within the Freeway Program, the Environmental Mitigation Program (EMP) is designed to address biological impacts from the M2 freeway projects and is achieved through a comprehensive mitigation effort in exchange for streamlined approval by state and federal agencies of the M2 freeway projects. The M2 Environmental Cleanup Program helps improve overall water quality in Orange County from transportation-generated pollution. Program funds are allocated on a countywide competitive basis to assist jurisdictions in meeting the Clean Water Act for controlling transportation-generated pollution.

### Accomplishments in FY 2017-18

Secured a \$629 million federal Transportation Infrastructure Finance and Innovation Act (TIFIA) loan for the I-405 Improvement Project, which will pay for a major portion of the \$1.9 billion total project.

Held a groundbreaking ceremony for the I-405 Improvement Project, its largest capital project in the organization's history and the largest highway project under construction in California at the time.

Completed all three segments of the I-5 HOV project in south Orange County, adding ten new lane miles, including a carpool lane in each direction between Avenida Pico and San Juan Creek Road.



## Measure M2 Program

### Goals in FY 2018-19

In FY 2019, the Freeway Program will continue construction on the Interstate 405 (I-405) Improvement Project. One of the centerpieces of the updated Next 10 Plan Freeway Program, the project improvements include adding a general purpose lane in each direction of the I-405 Freeway from Euclid Street to the Interstate 605 (I-605) Interchange (Project K) and adding an additional lane in each direction that will combine with the existing HOV lane to provide dual tolled express lanes in each direction on the I-405 from State Route 73 (SR-73) to I-605.

Another goal is to begin construction on the I-5 project between State Route 55 (SR-55) and SR-57 (Project A) to improve traffic flow in this portion of the Interstate 5 (I-5) freeway. The project will add one HOV lane throughout the section, and remove concrete barriers

between the HOV and general purpose lanes to create continuous access in the segment.

The Freeway Program also looks to begin construction on the first segment of the I-5 project from SR-73 to El Toro Road (Projects C and D). The total project includes one new northbound and southbound general purpose lane, and reconstruction of the Avery Parkway interchange. Additional capacity and operational improvements include re-establishing existing auxiliary lanes and modifying on- and off-ramps.

Another goal is the design and right-of-way efforts on the SR-55 project from I-405 to I-5 (Project F). This project will add one general purpose lane and one additional HOV lane in each direction. Construction is anticipated to begin in fall of 2021.

Freeway Program	
Project	FY 2018-19 Budget
I-405, San Diego Freeway from I-605 to SR-55 (Project K)	127,835,200
I-5, Santa Ana Freeway (Project C)	67,577,642
Freeway Environmental Mitigation	4,863,150
Orange Freeway (SR-57) Improvements (Project G)	3,852,000
Costa Mesa Freeway (SR-55) Improvements (Project F)	3,012,000
I-5, SR-55 to SR-57 (Project A)	2,285,500
SR-91, Riverside Freeway Improvements from SR-57 to SR-55 (Project I)	610,000
I-5, I-405 to SR-55 (Project B)	602,000
SR-22 Design Build (Measure M1)	375,000
I-405, San Diego Freeway from SR-55 to I-5 (Project L)	340,000
SR-91, Riverside Freeway Improvements from I-5 to SR-57 (Project H)	300,000
San Gabriel (I-605) Freeway Improvements (Project M)	115,000
SR-73/I-405 (Connector B) (Measure M1)	100,000
I-5, Santa Ana Freeway Interchange Improvements (Project D)	80,000
<b>Freeway Program Total</b>	<b>\$ 211,947,492</b>





Signal synchronization on Oso Parkway keeps traffic flowing.

## Streets and Roads Program

### Description

The M2 Streets and Roads Program comprises the Regional Capacity Program, Regional Traffic Signal Synchronization Program (RTSSP), and Local Fair Share Program, all of which are designed to help fix potholes, improve intersections, synchronize traffic signals county-wide, and make the existing network of streets and roads safer and more efficient. The Streets and Roads Program receives 32 percent of the net sales tax revenue.

### Goals in FY 2018-19

The Streets and Roads Program will provide \$61.4 million to local agencies under Project O to fund additional road improvements throughout Orange County, and \$28.2 million to local agencies under Project P to fund additional signal synchronization projects.

M2 dollars will continue to be allocated among local agencies throughout Orange County for regional capacity enhancements under Project O, repairing the aging local streets and roads under Project Q, and improve traffic flows under Project P.

## Accomplishments in FY 2017-18

The last remaining OC Bridges railroad grade separation projects within the Regional Capacity Program (Project O), along Raymond Avenue and State College Boulevard in Fullerton, opened to the public. These are the final two of seven total grade separation projects under Project O.

Project O also enabled OCTA to release the 2018 Call for Projects for \$32 million. This funding is available to local agencies to fund additional road improvements throughout Orange County. Since 2011, 135 projects totaling more than \$263 million have been awarded by OCTA.

OCTA released the RTSSP 2018 Call for Projects, making approximately \$8 million available for signal synchronization projects. To date, OCTA and local agencies have synchronized more than 2,000 intersections along more than 540 miles of streets.

### Streets and Roads Program

Project	FY 2018-19 Budget
Regional Capacity Program (Project O)	61,438,750
Local Fair Share (Project Q)	55,774,482
Regional Traffic Signal Synchronization (Project P)	28,216,530
Clean-up Highway/Street Runoff (Project X)	13,887,100
OC Bridges (Project O)	11,275,000
Bristol Street Widening Project	200,000
<b>Streets and Roads Program Total</b>	<b>\$ 170,791,862</b>





# Measure M2 Program

## M2 Transit Program

### Description

The M2 Transit Program consists of various programs targeted to improve rail and bus service and facilities in Orange County. M2 Transit Program receives 25 percent of the net sales tax revenue. These funds are used to support Metrolink service, add transit extensions to the Metrolink corridor, reduce bus fares for senior citizens and persons with disabilities, and establish local circulators.

### Goals in FY 2018-19

Through Metrolink Service Expansion (Project R), OCTA continues to allocate Measure M2 Funds to support the Rail Program in Orange County.

Through Transit Extensions to Metrolink (Project S), begin construction on the OC Streetcar project, Orange County's first modern streetcar project between the cities of Santa Ana and Garden Grove.

Through Community Based Transit/Circulators (Project V), continue to allocate M2 funds and facilitate successful community transit/circulators to offer expanded service to transit riders of Orange County.

OCTA looks forward to continuing the Expand Mobility Choices for Seniors and Persons with Disabilities Program (Project U) which provides funds to support mobility options for this demographic. In FY 2018-19, this program will allocate 3.47 percent of M2 sales tax revenues to over 35 cities and agencies to provide services and stabilize transit fares.

## Accomplishments in FY 2017-18

Utilizing Measure M2 funds under Project W, OCTA rolled out mobile ticketing readers on the entire bus fleet, making it easier for riders to purchase and use e-ticketing service on the buses.

Design was completed, and Construction Information for Bids was issued for the OC Streetcar Project.

Through the Community Based Transit/Circulators Program (Project V), the Board approved a 2018 Call for Projects in the amount of \$12 million to be available for local agencies to implement city-led seasonal and special event service.



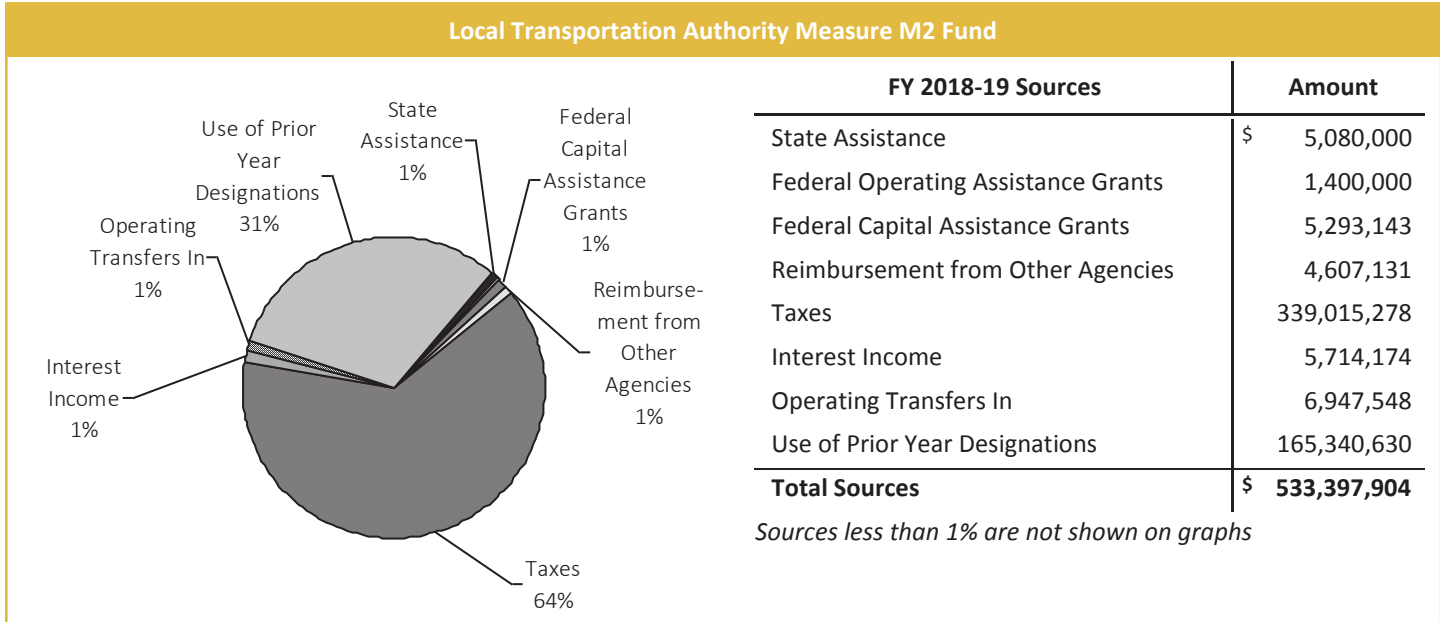
Measure M2's Project U supports mobility choices for seniors.

### M2 Transit Program

Project	FY 2018-19 Budget
Community Based Transit Circulator (Project V)	8,362,472
iShuttle	7,876,878
Senior Mobility and Non-Emergency Medical Programs (Project U)	6,451,929
Rail Capital Projects (Project R)	5,371,000
Safe Transit Stops (Project W)	894,727
Transit Extensions to Metrolink (Project S)	201,577
<b>M2 Transit Program Total</b>	<b>\$ 29,158,583</b>



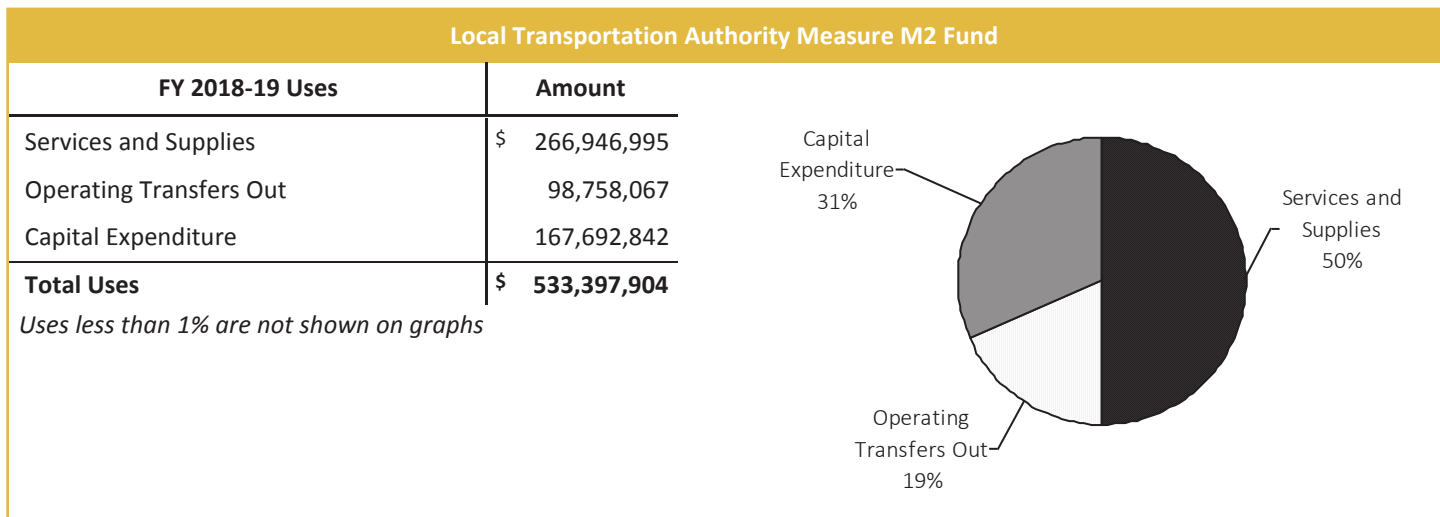
## M2 Program Funds



### Local Transportation Authority (LTA) Measure M2 Fund

The LTA Fund incorporates all activities associated with the M2 Ordinance approved in November 2006. The M2 Ordinance extended the already established one-half percent sales tax to fund transportation-related projects.

The M2 Ordinance covers a 30-year period beginning April 1, 2011 to March 31, 2041. All sales tax revenues, bond proceeds, interest earnings, and project expenditures are accounted for in this fund.





# Measure M2 Program

## Local Transportation Authority Measure M2 Sources & Uses

### Sources Summary

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6020 State Assistance	39,131,698	6,487,287	5,080,000
6030 Federal Operating Assistance Grants	786,033	3,475,000	1,400,000
6040 Federal Capital Assistance Grants	16,898,171	20,958,882	5,293,143
6050 Reimbursement from Other Agencies	8,673,984	18,808,828	4,607,131
6101 Taxes	308,779,578	317,424,501	339,015,278
6200 Interest Income	2,106,511	5,529,795	5,714,174
6300 Other Non-operating Revenue	6,846,334	0	0
6500 Operating Transfers In	8,911,757	6,655,959	6,947,548
6550 Proceeds Sale of Capital Asset	6,804,485	0	0
<b>Subtotal Revenues</b>	<b>\$ 398,938,551</b>	<b>\$ 379,340,252</b>	<b>\$ 368,057,274</b>
Use of Prior Year Designations	787,988,871	163,380,514	165,340,630
<b>Total Sources</b>	<b>\$ 1,186,927,422</b>	<b>\$ 542,720,766</b>	<b>\$ 533,397,904</b>

### Uses Summary

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7400 Overhead Allocation	16,415,982	23,917,078	20,720,569
7500 Professional Services	33,815,946	59,919,326	72,858,817
7600 General and Administrative	89,971	227,693	246,371
7800 Contributions to Other Agencies	123,784,963	168,782,184	173,121,238
8111 Interest Expense	24,830	0	0
8200 Operating Transfers Out	37,688,492	88,067,643	98,758,067
9000 Capital Expenditures	975,107,238	142,445,080	167,692,842
<b>Subtotal Expenses</b>	<b>\$ 1,186,927,422</b>	<b>\$ 483,359,004</b>	<b>\$ 533,397,904</b>
Designations	0	59,361,762	0
<b>Total Uses</b>	<b>\$ 1,186,927,422</b>	<b>\$ 542,720,766</b>	<b>\$ 533,397,904</b>







**M2 Program Funds, continued**

**M2 Bond Debt Service Fund**

The M2 Bond Debt Service Fund accumulates the financial resources required for the repayment of long-term debt. Funds to accommodate principal and interest payments are accumulated and debt service transactions are recorded in this fund. This fund also accounts for the federal government payment to OCTA of a 35 percent subsidy that offsets interest expense for taxable Build America Bonds.

Measure M2 Bond Debt Service Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6200 Interest Income	8,944,789	6,655,959	6,726,448
6500 Operating Transfers In	30,429,766	22,137,629	37,638,122
<b>Subtotal Revenues</b>	<b>\$ 39,374,555</b>	<b>\$ 28,793,588</b>	<b>\$ 44,364,570</b>
Use of Prior Year Designations	0	6,655,959	6,726,448
<b>Total Sources</b>	<b>\$ 39,374,555</b>	<b>\$ 35,449,547</b>	<b>\$ 51,091,018</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
8111 Interest Expense	21,317,588	21,018,588	33,085,624
8112 Principal Payment On Long Term Debt	7,475,000	7,775,000	11,278,946
8200 Operating Transfers Out	8,911,757	6,655,959	6,726,448
<b>Subtotal Expenses</b>	<b>\$ 37,704,345</b>	<b>\$ 35,449,547</b>	<b>\$ 51,091,018</b>
Designations	1,670,210	0	0
<b>Total Uses</b>	<b>\$ 39,374,555</b>	<b>\$ 35,449,547</b>	<b>\$ 51,091,018</b>

Traffic signal synchronization allows a series of lights to turn green in advance of arriving traffic based on synchronized timers set to current traffic conditions and congestion levels.



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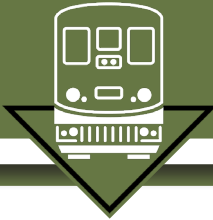


# RAIL PROGRAM



# RAIL PROGRAM





**Rail**

**Description**

Rail service for OCTA centers on Metrolink, Southern California’s commuter rail system linking residential communities to employment and activity centers. Formed in 1991, Metrolink is operated by the Southern California Regional Rail Authority (SCRRA) – a Joint Powers Authority of five member agencies representing the Counties of Los Angeles, Orange, Riverside, San Bernardino, and Ventura.

Metrolink has served as the link between six Southern California counties by providing commuters transportation connectivity for medium to long-range trips. Metrolink has grown tremendously after more than 20 years in service, expanding from three service lines and 11 stations to seven service lines and 55 stations, all over a 512 route-mile network. There are three rail lines serving Orange County: Orange County Line, Inland Empire-OC Line, and 91/Perris Valley Line. Major structural, security, access, and capacity improvements are currently underway at each stations throughout Orange County.

**Goals in FY 2018-19**

Begin construction of the Laguna Niguel / San Juan Capistrano passing siding project, which proposes the addition of 1.8 miles of new passing siding track adjacent to the existing main track with the goal of reducing congestion and improving reliability.

Ensure economic sustainability by pursuing responsible fiscal policy and advancing legislative relationships.

**Accomplishments in FY 2017-18**

Enhanced connectivity by improving ticketing integration with Southern California Transportation Agencies.

Started construction of the Orange transportation center parking structure. The project will develop a five-level parking structure for transit and general purpose use in the City of Orange.

Provided a convenient alternative transportation option for new and regular riders to attend Angels baseball games and other special events.

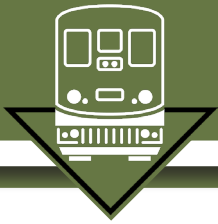
Expanded implementation of positive train control (PTC) throughout the Metrolink rail system. PTC utilizes a technical infrastructure to control and monitor the movement of trains.

Begin construction of the Placentia Metrolink Station, which will provide a Metrolink Station and parking facilities in the City of Placentia for commuter rail passengers.

Increase ridership by providing safe, reliable passenger rail service and offering rail as a convenient alternative mode of transport to special events.

Complete construction of the Fullerton Transportation Center facility upgrades which proposes to modify existing infrastructure to provide rail passengers with improved station accessibility.

Rail Capital Program	
Project	FY 2018-19 Budget
Placentia Metrolink Rail Station	25,947,500
Laguna Niguel to San Juan Capistrano Passing Siding	24,533,000
Orange Transportation Center Parking Expansion	7,573,000
Rail Station Improvements	6,579,500
Slope Stabilization	2,615,000
<b>Rail Capital Program Total</b>	<b>\$ 67,248,000</b>



# Rail Program

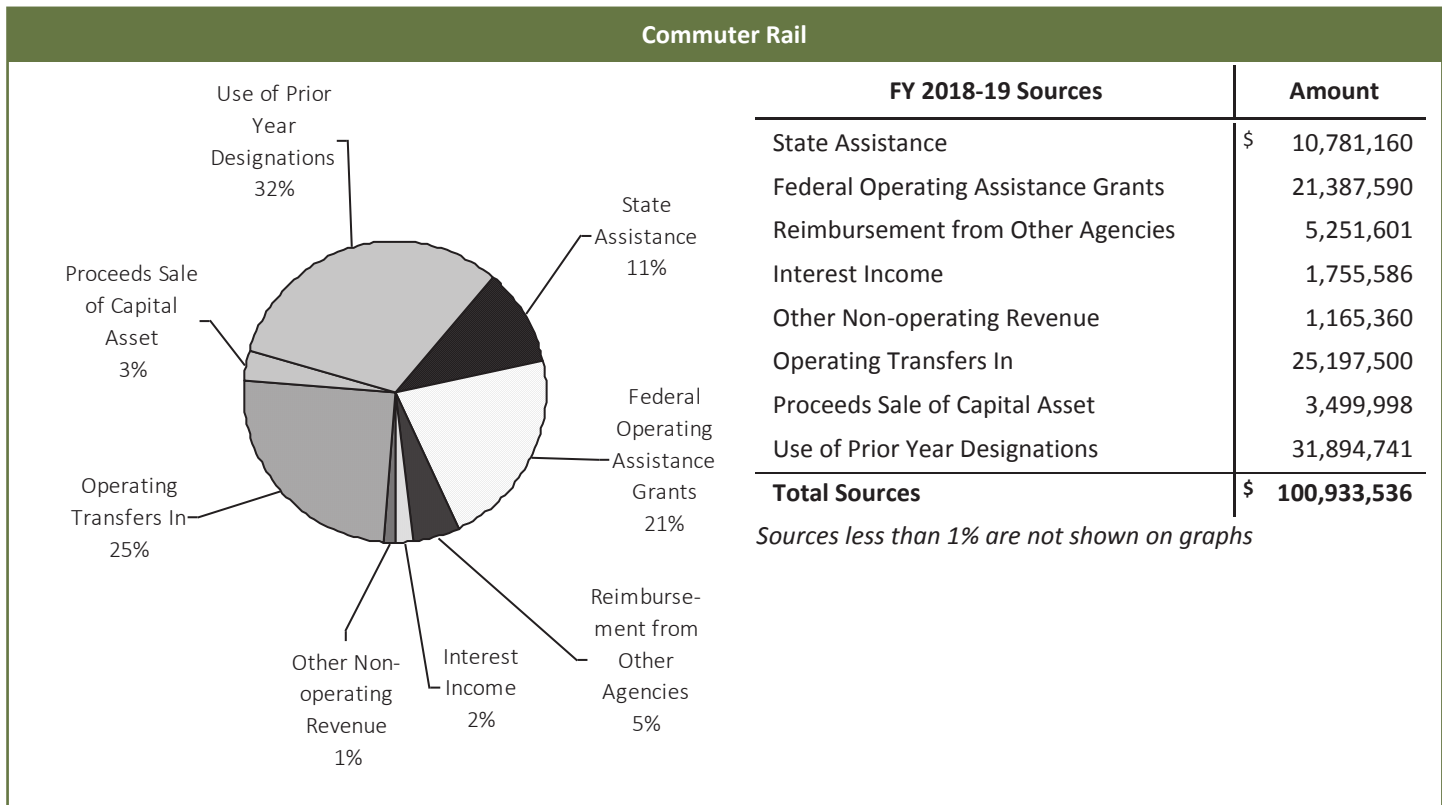
## Rail Program Funds

### Commuter Rail Fund

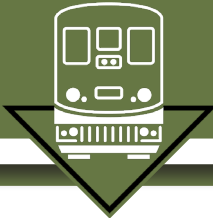
With the closeout of the Measure M (M1) fund at the end of FY 2014-15, the OCTA Board approved the balance of M1 Transit funds be used to support future Metrolink operations. As a result, the remaining balance was moved into the Commuter Rail Fund. With the closeout of the Commuter and Urban Rail Endowment (CURE) fund, rail efforts are now supported in Commuter Rail by transfers from Measure M2 (M2) Project R and other external revenue sources.

The Commuter Rail Fund accounts for the operation of commuter rail service and the maintenance of OCTA-owned right-of-way. Commuter rail service travels through Orange County between Los Angeles and San Diego Counties on the Orange County Line, between the cities of San Bernardino and Oceanside on the Inland Empire-Orange County Line and between the city of Perris and Los Angeles County on the 91/Perris Valley Line. Orange County commuter rail service,

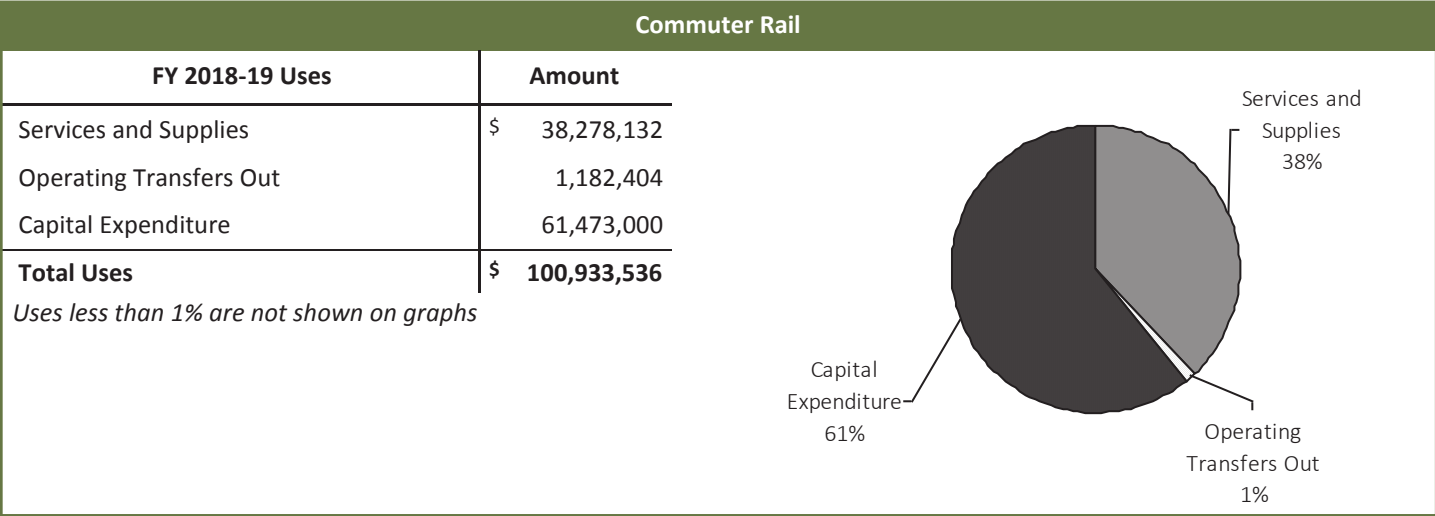
part of the regional Metrolink network, is operated by SCRRA, which is a Joint Powers Authority. As one of five member agencies, OCTA Board members participate on the SCRRA Board. OCTA staff members participate on SCRRA's Technical Advisory Committee, which makes policy and operation recommendations to the SCRRA Board. OCTA also coordinates design and construction work along Orange County's rail corridors, and coordinates all rail projects with appropriate OCTA departments, corridor cities, and other agencies impacted by necessary improvements.

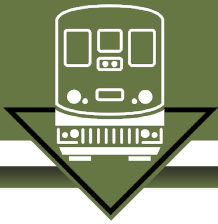






Passengers travel by Metrolink for their daily commute.





# Rail Program

## Rail Program Funds, continued

Commuter Rail Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6020 State Assistance	0	15,285,503	10,781,160
6030 Federal Operating Assistance Grants	0	27,693,597	21,387,590
6040 Federal Capital Assistance Grants	0	2,000,000	0
6050 Reimbursement from Other Agencies	0	3,527,636	5,251,601
6200 Interest Income	417,417	2,094,155	1,755,586
6300 Other Non-operating Revenue	1,055	768,328	1,165,360
6500 Operating Transfers In	0	23,459,800	25,197,500
6550 Proceeds Sale of Capital Asset	0	3,000,000	3,499,998
<b>Subtotal Revenues</b>	<b>\$ 418,472</b>	<b>\$ 77,829,019</b>	<b>\$ 69,038,795</b>
Use of Prior Year Designations	15,328,222	31,362,490	31,894,741
<b>Total Sources</b>	<b>\$ 15,746,694</b>	<b>\$ 109,191,509</b>	<b>\$ 100,933,536</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7400 Overhead Allocation	596,593	3,086,403	2,791,971
7500 Professional Services	480,888	32,465,958	33,108,521
7600 General and Administrative	0	25,148	35,740
7800 Contributions to Other Agencies	53,643	5,332,000	2,341,900
8200 Operating Transfers Out	14,604,570	0	1,182,404
9000 Capital Expenditures	11,000	68,282,000	61,473,000
<b>Subtotal Expenses</b>	<b>\$ 15,746,694</b>	<b>\$ 109,191,509</b>	<b>\$ 100,933,536</b>
<b>Total Uses</b>	<b>\$ 15,746,694</b>	<b>\$ 109,191,509</b>	<b>\$ 100,933,536</b>

Passengers board the train to an Angel's game.





**OCTA**

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# OC STREETCAR



# OCTA STREETCAR





## OC Streetcar

### Description

Measure M2 establishes a competitive program that enables local jurisdictions to enhance regional transit capabilities by creation of new connections to Orange County Metrolink stations. Through Transit Extensions to the Metrolink Program (Project S), the cities of Santa Ana and Garden Grove developed a fixed-guideway project that would address this need.

Expected to begin operations in 2021, OC Streetcar will link the Santa Ana Regional Transportation Center (SARTC), which provides regional rail, OCTA bus, and intercity and international bus services, to a new multi-modal hub at Harbor Boulevard/Westminster Avenue in Garden Grove.

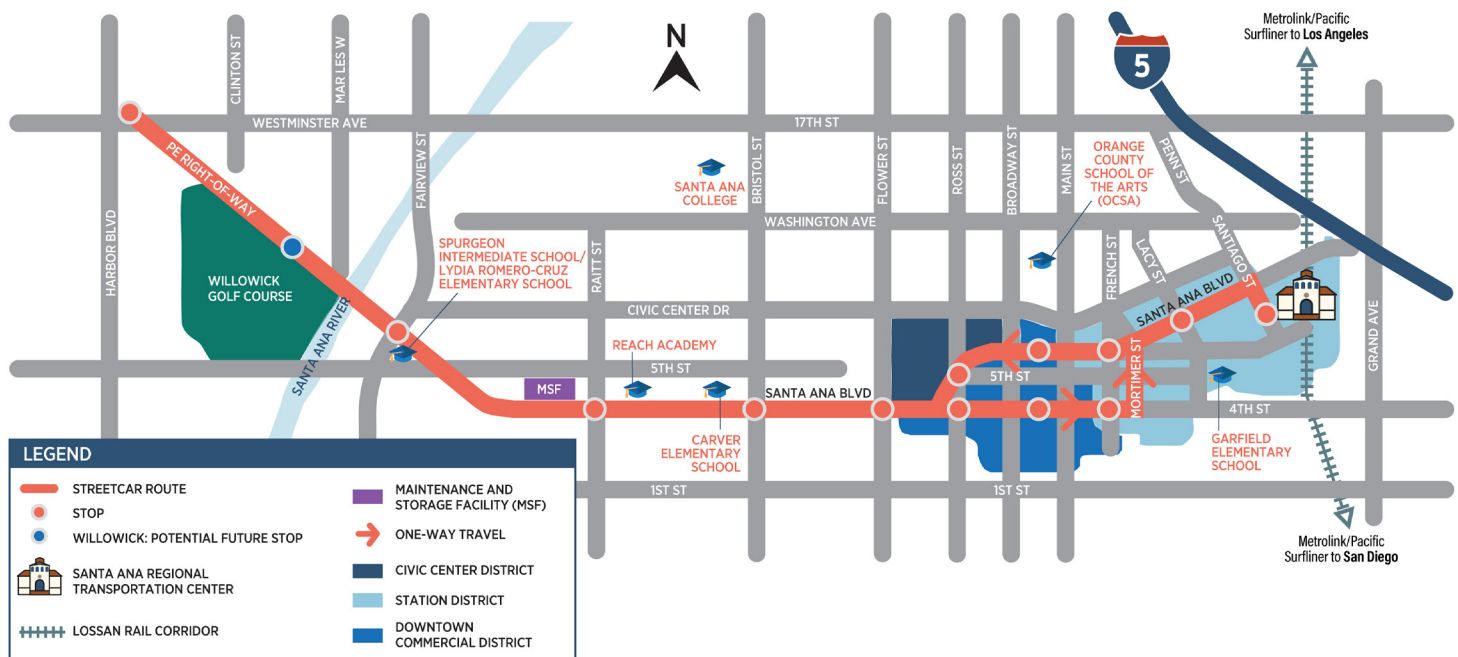
The OC Streetcar will serve the historic downtown Santa Ana and Civic Center which includes government offices, federal, state and local courthouses, unique restaurants and shops, an artists' village, several colleges, and a variety of community enrichment organizations.

### Accomplishments in FY 2017-18

OCTA achieved several significant project development milestones with the approval of the FTA New Starts Engineering phase. Subsequently, OCTA completed the FTA Risk Assessment process, design plans and specifications, and the Board of Directors (Board) approved the release of invitation for bids for construction. In addition, the vehicle manufacturing and delivery procurement is nearing completion, and an operations and maintenance industry forum was held. Along the project alignment, third-party utility providers have performed the engineering and many of the necessary utility relocations are underway.

Plans and specifications for construction of the OC Streetcar infrastructure and maintenance storage facility were finalized following completion of the design and quality assurance review processes.

A contract was awarded by the OCTA Board for the procurement of eight streetcar vehicles, spare parts, and tools.







## OC Streetcar Program, continued

OCTA, in coordination with the Federal Transit Administration (FTA) and the cities of Santa Ana and Garden Grove, is the lead agency in designing, constructing, operating, and maintaining the 4.15-mile streetcar. The streetcar system will connect the SARTC, through downtown Santa Ana, to Harbor Boulevard and Westminster Avenue in the City of Garden Grove. Along the way, OC Streetcar is expected to connect directly with 18 OCTA bus routes.

### Goals in FY 2018-19

The OC Streetcar project's construction is scheduled to commence in October 2018 and the anticipated completion will take place in October 2020. Right-of-way acquisition will be substantially complete prior to

commencement of construction. The manufacturing contract for the streetcars will have been finalized by June 2018, and the monitoring of the vehicle manufacturing process will continue into FY 2018-19 with the last vehicle being delivered in October 2020.

The finalization of the scope of services for the O&M contract and the signing of the agreement are expected in FY 2018-19. Testing of the system will begin in June 2019 with the delivery of the first streetcar.

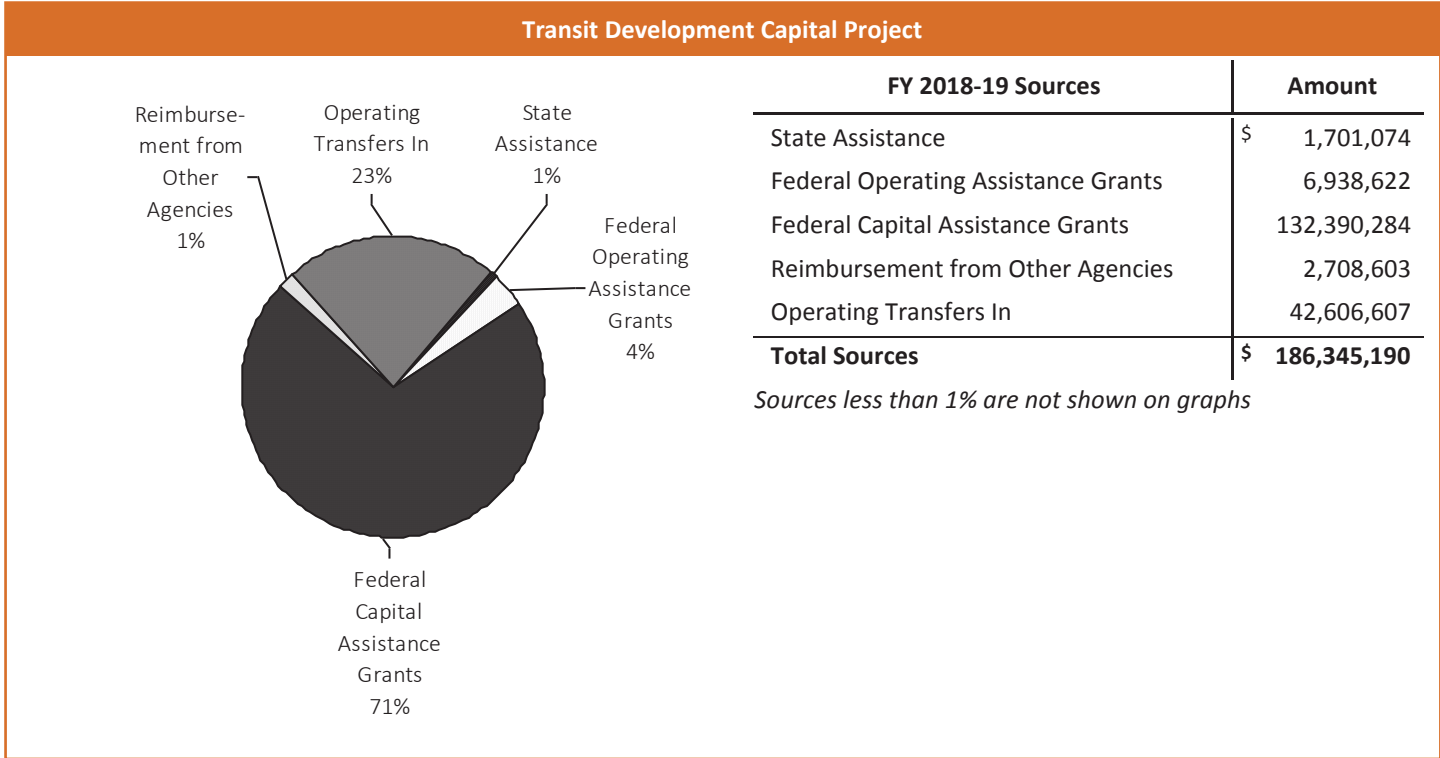
Rendering of aerial view of OC Streetcar and station.







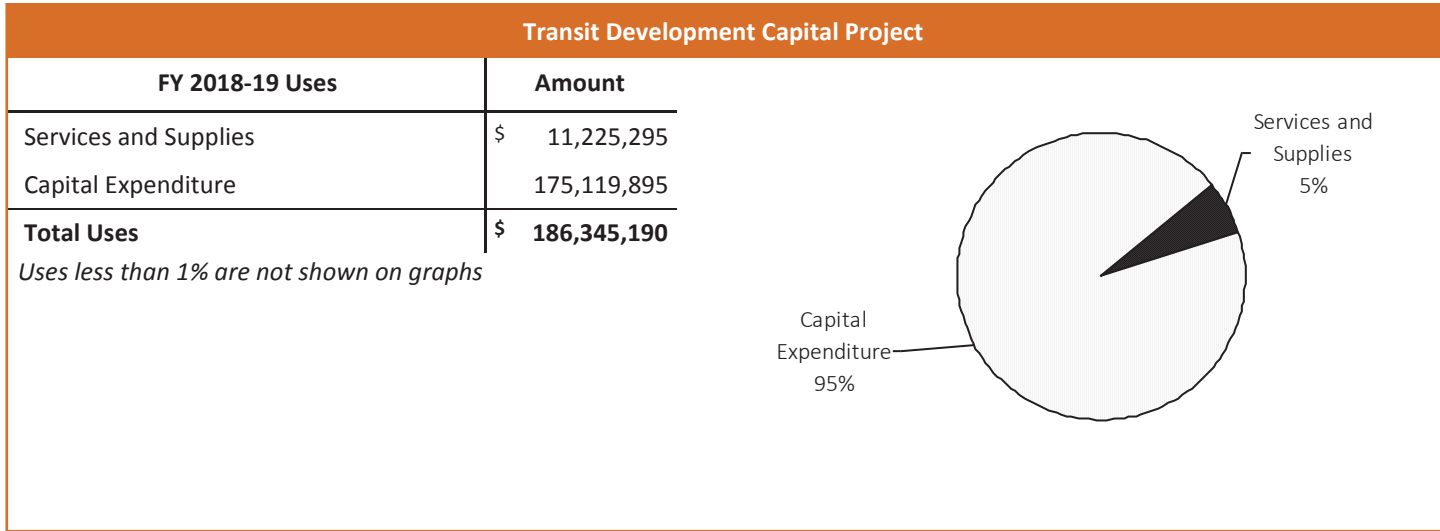
**OC Streetcar Program Funds**



**Transit Development Capital Projects Fund**

The Transit Development Capital Projects Fund was established to track capital projects administered by OCTA. This fund is being used to track OC Streetcar right-of-way property acquisition, utility relocation,

engineering and design services, accumulation of construction costs, manufacture and quality assurance monitoring of the streetcars, and the Transit Security and Operations Center.





**OC Streetcar Program Funds**

<b>Transit Development Capital Project Sources &amp; Uses</b>			
<b>Sources Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
6020 State Assistance	0	1,831,652	1,701,074
6030 Federal Operating Assistance Grants	1	0	6,938,622
6040 Federal Capital Assistance Grants	13,924,062	194,083,977	132,390,284
6050 Reimbursement from Other Agencies	0	0	2,708,603
6500 Operating Transfers In	258,327	45,827,103	42,606,607
<b>Subtotal Revenues</b>	<b>\$ 14,182,390</b>	<b>\$ 241,742,732</b>	<b>\$ 186,345,190</b>
Use of Prior Year Designations	8,043,765	0	0
<b>Total Sources</b>	<b>\$ 22,226,155</b>	<b>\$ 241,742,732</b>	<b>\$ 186,345,190</b>
<b>Uses Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
7300 Purchased Transportation Services	0	0	200,000
7400 Overhead Allocation	401,065	6,252,234	2,093,859
7500 Professional Services	4,249,542	7,206,502	7,700,436
7600 General and Administrative	462	10,000	46,000
7800 Contributions to Other Agencies	-900,000	1,543,100	1,185,000
9000 Capital Expenditures	18,475,086	226,730,896	175,119,895
<b>Subtotal Expenses</b>	<b>\$ 22,226,155</b>	<b>\$ 241,742,732</b>	<b>\$ 186,345,190</b>
<b>Total Uses</b>	<b>\$ 22,226,155</b>	<b>\$ 241,742,732</b>	<b>\$ 186,345,190</b>



OC Streetcar Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6500 Operating Transfers In	0	220,842	59,052
<b>Subtotal Revenues</b>	<b>\$ 0</b>	<b>\$ 220,842</b>	<b>\$ 59,052</b>
<b>Total Sources</b>	<b>\$ 0</b>	<b>\$ 220,842</b>	<b>\$ 59,052</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7100 Salaries and Benefits	0	220,842	0
7600 General and Administrative	0	0	54,052
7800 Contributions to Other Agencies	0	0	5,000
<b>Subtotal Expenses</b>	<b>\$ 0</b>	<b>\$ 220,842</b>	<b>\$ 59,052</b>
<b>Total Uses</b>	<b>\$ 0</b>	<b>\$ 220,842</b>	<b>\$ 59,052</b>

**OC Streetcar Fund**

The OC Streetcar Fund was established to account for the administration and operations of the OC Streetcar. The OC Streetcar is a 4.15 mile route modern streetcar line that connects the SARTC to downtown Santa Ana and a new transportation hub near the intersection of

Harbor Boulevard and Westminster Avenue in Garden Grove. The project will include ten stops, with platforms in each direction, and a new maintenance and storage facility to accommodate the streetcar fleet.

Rendering of the Harbor Boulevard OC Streetcar stop.



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# EXPRESS LANES



# EXPRESS LANES







## Express Lanes

### Description

Built at a cost of \$135 million, the Orange County section of the 91 Express Lanes project was authorized as a toll road by the State of California in 1989 and this 10-mile toll facility opened in 1995. An agreement with the State of California Department of Transportation (Caltrans) included a non-compete provision that created a 1.5-mile protection zone along each side of State Route 91 (SR-91). This zone prohibited improvements along the corridor and created mobility problems as the region and corresponding transportation demands grew. To mitigate growing concerns over congestion, OCTA acquired the 91 Express Lanes franchise rights in January 2003. This eliminated the non-compete provision, clearing the way for future enhancements to increase capacity and improve traffic flow along the SR-91 corridor. In 2008, Riverside County Transportation Commission (RCTC) received authority to extend the Express Lanes an additional 8-miles into Riverside County. The RCTC 91 Corridor Improvement Project added regular lanes, tolled express lanes, auxiliary lanes and direct express lane connectors from the northbound Interstate 15 (I-15) to the westbound SR-91 and from the eastbound SR-91 to the southbound I-15. The Riverside section of the 91 Express Lanes opened in March 2017.



In cooperation with Caltrans, OCTA is widening the San Diego Freeway (I-405) between State Route 73 (SR-73) and Interstate 605 (I-605). The project will improve 16 miles of I-405 and includes adding one regular lane in each direction from Euclid Street to I-605 and making improvements to freeway entrances, exits, and bridges. It also will construct the 405 Express Lanes from SR-73 to I-605. The new express lanes, incorporating the existing carpool lanes and connectors that opened in 2014, will include two lanes in each direction. The new express lanes will be a key component to maximizing throughput along the corridor.



Since the 2017 opening of the Riverside section, the 91 Express Lanes offer drivers an additional 8 miles of travel time savings.





## Express Lanes

### 91 Express Lanes

#### Description

The 91 Express Lanes was first authorized as one of four public-private toll road projects by the State of California Legislature in 1989. Built at a cost of \$135 million, the 91 Express Lanes opened in 1995.

The 91 Express Lanes is a four-lane, 18-mile toll road in Orange and Riverside counties. Located in the median of SR-91 between the State Route 55 (SR-55)/SR-91 interchange and the SR-91/I-15 interchange, the toll road is jointly managed by OCTA and the RCTC.

#### Accomplishments in FY 2017-18

The 91 Express Lanes gained board approval for the \$13.7 million Toll Lane Systems Integrator Services Contract for the design, installation, operations, and maintenance of the electronic toll and traffic management system for the 405 Express Lanes and 91 Express Lanes.

The Express Lanes Program has successfully finished the pavement management construction project it started in the previous fiscal year. This helps to improve the Express Lanes driving surface as well as increase the longevity of the pavement.

In FY 2017-18, the 91 Express Lanes Program Established of a Capital Reserve Fund for Project I and Project J.



#### 91 Express Lanes Goals in FY 2018-19

Transitioning OCTA's Express Lane network to accommodate for the new 6C technology for transponders.

Successfully receive board approval on a new operations service and back office system provider contractor.

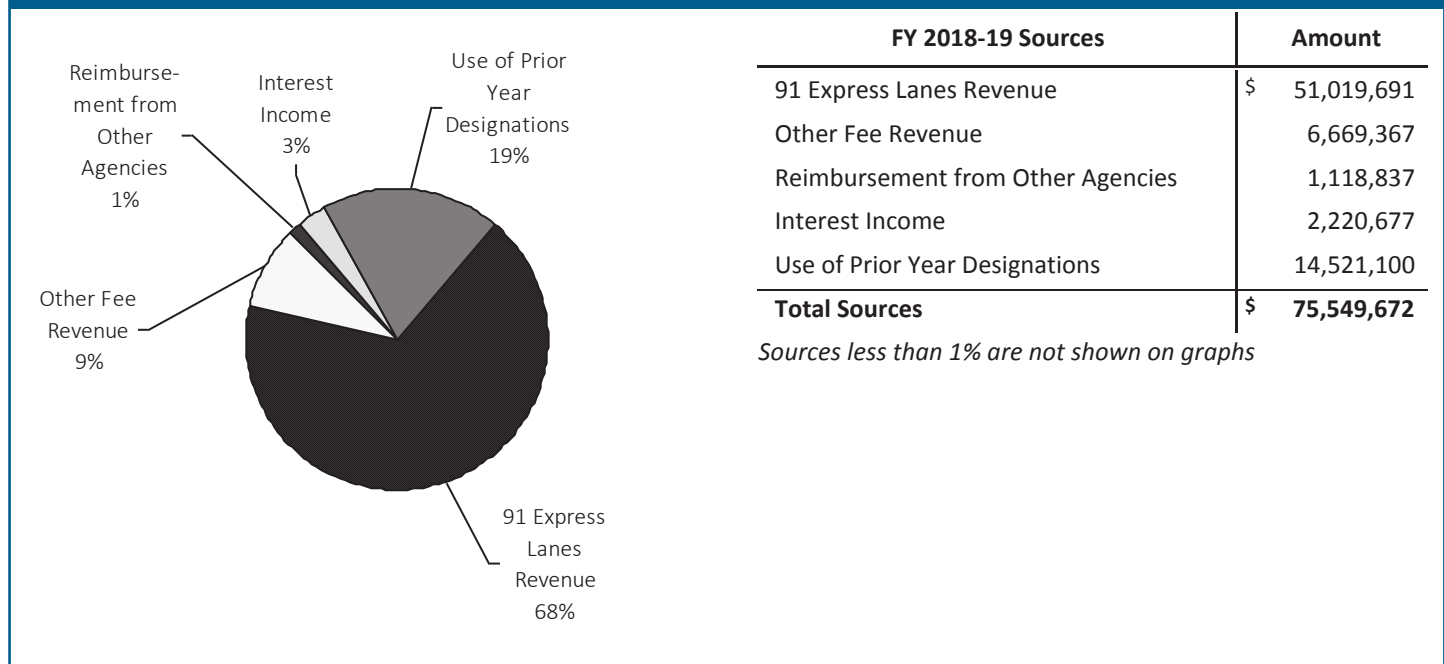
Relocate the Customer Service Center in order to better integrate operations with the newly built RCTC portion of the 91 Express Lanes.





# Express Lanes

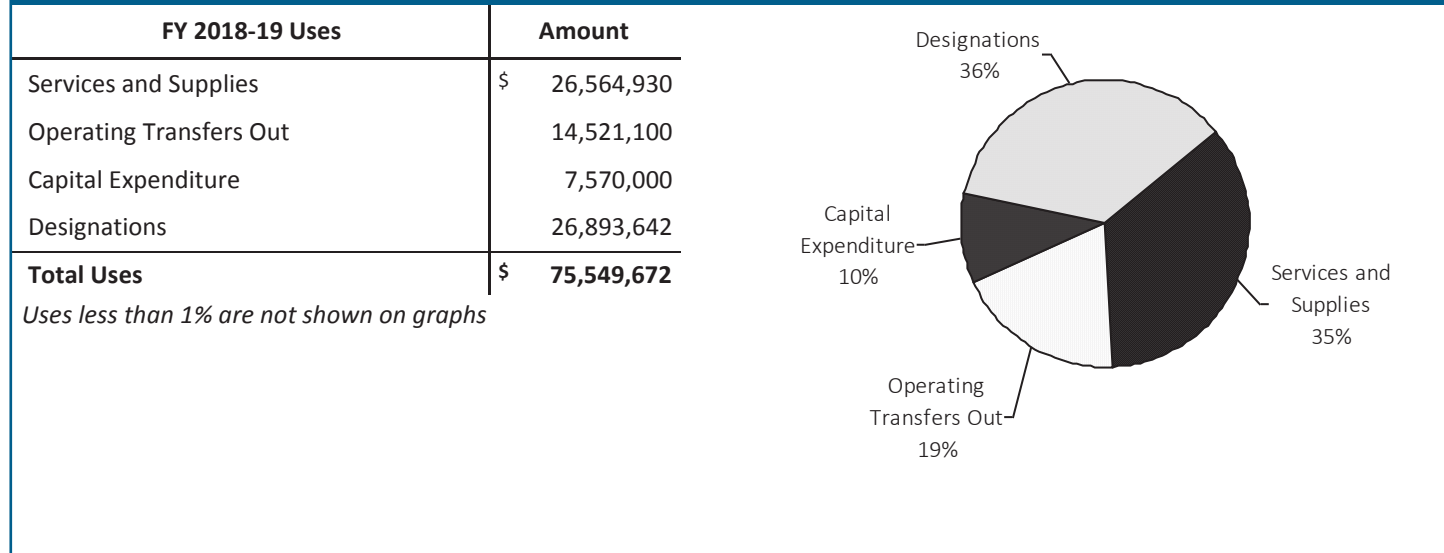
## 91 Express Lanes



### SR-91 Express Lanes Fund

The 91 Express Lanes Fund captures revenues and expenses associated with the operations of the program. This fund is an enterprise fund with program related expenses being covered by program generated revenue. Revenue includes both toll and non-toll related revenues.

## 91 Express Lanes







## Express Lanes

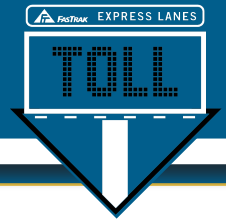
### 91 Express Lanes Sources & Uses

#### Sources Summary

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
5500 91 Express Lanes Revenue	41,400,974	40,093,954	51,019,691
5550 Other Fee Revenue	14,947,726	6,572,408	6,669,367
6050 Reimbursement from Other Agencies	631,312	945,488	1,118,837
6200 Interest Income	433,583	898,927	2,220,677
6300 Other Non-operating Revenue	415,088	0	0
<b>Subtotal Revenues</b>	<b>\$ 57,828,683</b>	<b>\$ 48,510,777</b>	<b>\$ 61,028,572</b>
Use of Prior Year Designations	5,459,875	20,395,325	14,521,100
<b>Total Sources</b>	<b>\$ 63,288,558</b>	<b>\$ 68,906,102</b>	<b>\$ 75,549,672</b>

#### Uses Summary

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7300 Purchased Transportation Services	8,268,244	7,235,000	7,550,000
7400 Overhead Allocation	2,751,677	2,760,624	2,755,888
7500 Professional Services	19,252,424	7,164,245	9,204,777
7540 Insurance Claims/Premiums	323,923	750,000	750,000
7600 General and Administrative	586,043	660,286	832,815
7800 Contributions to Other Agencies	389,171	13,125	459,500
8111 Interest Expense	5,459,875	5,295,325	5,011,950
8200 Operating Transfers Out	0	14,300,000	14,521,100
9000 Capital Expenditures	1,168,480	11,515,300	7,570,000
<b>Subtotal Expenses</b>	<b>\$ 38,199,837</b>	<b>\$ 49,693,905</b>	<b>\$ 48,656,030</b>
Designations	25,088,721	19,212,197	26,893,642
<b>Total Uses</b>	<b>\$ 63,288,558</b>	<b>\$ 68,906,102</b>	<b>\$ 75,549,672</b>



## 405 Express Lanes

### Description

When construction is complete in 2023, the I-405 Express Lanes will be a four-lane, High-Occupancy Toll (HOT) corridor on I-405, stretching from SR-55 to I-605. The Express Lanes will provide commuters with a reliable travel option compared to the adjacent general-purpose lanes. It will have a variable toll rate depending on traffic demand, with the purpose of maximizing throughput in the corridor and keeping the lanes free flowing.

A mix of toll-paying and carpool vehicles will utilize the lanes, which will be cost free for carpool vehicles with two or more riders (HOV2+) during non-peak hours, and cost free all day for carpool vehicles with three or more riders (HOV3+). After the initial three



and a half years in operation, HOV2+ will begin paying tolls, but HOV3+ will remain cost free.

Because the I-405 is owned by Caltrans, OCTA entered into a cooperative agreement with Caltrans to define the roles and responsibilities of each agency. The 405 Express Lanes will be owned by Caltrans but leased to OCTA for a period of 40 years, beginning on the first day the 405 Express Lanes opens for public use and toll operations.

## Accomplishments in FY 2017-18

The 405 Express lanes had two major accomplishments in FY 2017-18. First, the OCTA closed on a \$629 million Transportation Infrastructure Finance and Innovation Act (TIFIA) loan in late July.

Also, the 405 Express Lanes gained board approval for the \$28.6 million Toll Lane Systems Integrator Services Contract for the design, installation, operations, and maintenance of the electronic toll and traffic management system for the 405 Express Lanes and 91 Express Lanes.

The 405 Express Lanes project, along with the 405 widening project, broke ground on construction for the I-405 Express Lanes in March of 2018, officially marking the beginning of the construction phase for the project.

OCTA in cooperation with Caltrans is widening I-405 between SR-73 and I-605. The project will improve 14 miles of I-405 between the SR-73 in Costa Mesa and I-605 near the Los Angeles County line. The project includes adding one general purpose lane in each direction from Euclid Street to I-605 and making improvements to freeway entrances, exits and bridges. It will also add one additional lane and use the existing carpool lane to construct the 405 Express Lanes, two lanes in each direction from SR-73 to I-605. The new express lanes will be a key component to maximizing throughput along the corridor. The 405 Express Lanes Fund will account for the operating and capital of the 405 Express Lanes.

### 405 Express Lanes Goals in FY 2018-19

Transition OCTA's Express Lane network to accommodate for the new 6C technology for transponders.

Successfully obtain Board approval on operations service and back office system provider contractor.

Right of Way acquisition will be a major component of the project, totaling \$31.2 million, and will be used to acquire properties and property rights related to the 405 Express Lanes construction project.



## Express Lanes

### 405 Express Lanes Fund

The 405 Express Lanes Fund captures revenues and expenses associated with the operations of the program. This fund is an enterprise fund with program related expenses being covered by program generated revenue. Revenue includes both toll and non-toll related revenues.

405 Express Lanes Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6020 State Assistance	466,828	4,122,211	0
6030 Federal Operating Assistance Grants	713,140	9,333,992	73,934,490
6050 Reimbursement from Other Agencies	0	4,726,700	0
6200 Interest Income	-9,290	15,073	0
<b>Subtotal Revenues</b>	<b>\$ 1,170,678</b>	<b>\$ 18,197,976</b>	<b>\$ 73,934,490</b>
Use of Prior Year Designations	280,316,127	0	0
<b>Total Sources</b>	<b>\$ 281,486,805</b>	<b>\$ 18,197,976</b>	<b>\$ 73,934,490</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7400 Overhead Allocation	713,754	486,291	2,020,050
7500 Professional Services	1,115,887	4,889,250	10,555,500
7600 General and Administrative	34,607	8,904	440
7800 Contributions to Other Agencies	0	0	100
8111 Interest Expense	53,359	480,000	7,244,600
9000 Capital Expenditures	279,569,198	12,333,531	54,113,800
<b>Subtotal Expenses</b>	<b>\$ 281,486,805</b>	<b>\$ 18,197,976</b>	<b>\$ 73,934,490</b>
<b>Total Uses</b>	<b>\$ 281,486,805</b>	<b>\$ 18,197,976</b>	<b>\$ 73,934,490</b>



**OCTA**

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# MOTORIST SERVICES



# MOTORIST SERVICES





**Motorist Services**

**Description**

Motorist Services includes the Service Authority for Freeway Emergencies Program (SAFE), as well as the Orange County Taxi Administration Program (OC-TAP). The SAFE Program is comprised of Freeway Services Patrol (FSP), Call Box Network, and Orange County 511 Service, all designed and operated to assist motorists on Orange County’s network of freeways. OCTAP is responsible for regulating all taxicab companies, vehicles, and drivers operating in Orange County.

**SAFE**

**Description**

SAFE is comprised of Freeway Call Box, Freeway Service Patrol, and Southern California 511 programs. California statute authorized SAFE in 1985 to enable counties to generate revenue for purchasing, installing, operating, and maintaining a system of motorist aid call boxes.

The Call Box Program consists of the freeway call box system that assists motorists requiring roadside aid. The FSP service is operated jointly by the California Highway Patrol, Caltrans, and OCTA. The service includes a fleet of 34 tow trucks patrolling freeways

during peak commuting hours to assist motorist with disabled vehicles and improve traffic flow. SAFE partners with the Los Angeles County SAFE, Caltrans, CHP, and Ventura County Transportation Commission in the development of a motorist aid and traffic information system known as 511. This system offers an interactive voice response telephone feature that can provide callers with traffic speeds and travel times on state highways, help callers plan a public transit trip, and provide information on commuter services such as carpool/vanpool, bicycling, and park and ride.

The program is funded through a \$1 per year fee collected from motor vehicle registration within Orange County as authorized by California Streets and Highways Code Section 2555. Additionally, SAFE receives funding from the State Highway Account through Caltrans and from Orange County’s half-cent transportation sales tax, Measure M2 Project N, for FSP operations.

**Goals in FY 2018-19**

- Deploy new FSP service funded through SB1. The new funds will help expand service on State Route 57 (SR-57) and State Route 91 (SR-91).
- Re-procure call box call center services for agreement expiring March 2019.
- Continue 511 Program outreach efforts to increase awareness of the 511 Program.
- Continue assisting public to reduce traffic congestion by quickly removing disabled vehicles from freeways through FSP.
- Coordinate with LA SAFE and implement the next generation of the 511 system and mobile application. Obtain Caltrans approval for 511 sign placements and begin installation.
- Improve FSP tracking and data collection application.

**Accomplishments in FY 2017-18**

Planned and secured program funding for inflation assistance and new FSP expansion through Senate Bill 1 (SB1).

Migrated FSP vehicles to Cradlepoint Routers and a new application-based data collection system to improve system reliability and performance.

Deployed 511 Program next-generation interactive voice response, iPhone Operating System (iOS) platform, Android platform, and Windows platform 511 application improvements, in conjunction with Los Angeles County Service Authority for Freeway Emergencies.



## Motorist Services

Service Authority for Freeway Emergencies Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6050 Reimbursement from Other Agencies	561	0	0
6101 Taxes	0	0	1,475,000
6103 DMV Fees	2,959,471	3,000,000	2,959,471
6200 Interest Income	41	23,503	23,046
6300 Other Non-operating Revenue	5,361,796	2,620,887	2,506,259
6500 Operating Transfers In	1,818,350	1,198,025	1,316,178
<b>Subtotal Revenues</b>	<b>\$ 10,140,219</b>	<b>\$ 6,842,415</b>	<b>\$ 8,279,954</b>
Use of Prior Year Designations	0	937,763	0
<b>Total Sources</b>	<b>\$ 10,140,219</b>	<b>\$ 7,780,178</b>	<b>\$ 8,279,954</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7400 Overhead Allocation	872,083	1,073,227	799,571
7500 Professional Services	5,125,393	5,709,382	6,595,165
7600 General and Administrative	542,125	797,569	500,102
7800 Contributions to Other Agencies	21,008	0	0
9000 Capital Expenditures	0	200,000	50,000
<b>Subtotal Expenses</b>	<b>\$ 6,560,609</b>	<b>\$ 7,780,178</b>	<b>\$ 7,944,838</b>
Designations	3,579,610	0	335,116
<b>Total Uses</b>	<b>\$ 10,140,219</b>	<b>\$ 7,780,178</b>	<b>\$ 8,279,954</b>

### SAFE Fund

The SAFE Fund was created to collect revenue and facilitate the operation of the SAFE Program. The fund captures revenues and expenses associated with the operations of the program.

The FSP worker assisting a motorist in Orange County.







**OCTAP**

**Description**

OCTAP is responsible for regulating all taxicab companies, vehicles, and drivers operating in Orange County. OCTAP conducts background checks of drivers, inspects vehicles, issues permits, and confirms vehicle insurance requirements to ensure taxi transportation follows OCTAP regulations. Due to the impact of transportation network companies, the OCTAP model is unsustainable. OCTA will no longer administer OCTAP after December 2018.

**Goals in FY 2018-19**

Expenditures for OCTAP have outpaced revenue sources. OCTA has decreased costs by reducing the number of positions required to administer the Program by one full-time employee. OCTA does not plan on administering OCTAP after December 2018.

**OCTAP Fund**

The OCTAP Fund captures revenue and expenses associated with the operations of the program. The fund is an enterprise fund with program related expenses being covered by program generated revenue. Revenue includes: company permits, taxi and driver permits, administrative fines, and interest earnings.

**Accomplishments in FY 2017-18**

Secured funding commitments from cities and the County of Orange to fund the OCTAP Program through the fiscal year.

**Orange County Taxi Administration Program Sources & Uses**

Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6050 Reimbursement from Other Agencies	0	148,673	0
6110 License Fees	420,212	368,241	40,262
6200 Interest Income	5,153	3,550	5,501
6300 Other Non-operating Revenue	15,853	1,200	148,903
<b>Subtotal Revenues</b>	<b>\$ 441,218</b>	<b>\$ 521,664</b>	<b>\$ 194,666</b>
Use of Prior Year Designations	296,858	168,735	87,549
<b>Total Sources</b>	<b>\$ 738,076</b>	<b>\$ 690,399</b>	<b>\$ 282,215</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7100 Salaries and Benefits	468,600	405,900	144,450
7400 Overhead Allocation	213,398	251,300	125,650
7600 General and Administrative	56,078	33,199	12,115
<b>Subtotal Expenses</b>	<b>\$ 738,076</b>	<b>\$ 690,399</b>	<b>\$ 282,215</b>
<b>Total Uses</b>	<b>\$ 738,076</b>	<b>\$ 690,399</b>	<b>\$ 282,215</b>

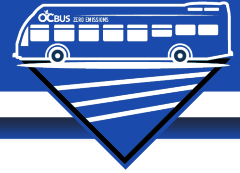
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# BUS PROGRAM



# BUS PROGRAM





## Bus Program

### **Description**

As a multi-modal transportation agency serving Orange County, OCTA's local bus service is one of the agency's core programs. OCTA's goal is to provide the citizens and visitors of Orange County with safe, reliable, and convenient service throughout the County that is sustainable over the long-term.

Today OCTA's bus system offers 59 different routes and nearly 5,000 bus stops which are broken down into different categories. Local and community routes travel between cities, and closer to home. Express routes travel on freeways to get passengers to their destination quickly and the Stationlink service provides a link from Metrolink train stations to work centers. In addition, Federal Transit Administration (FTA) provides funding for transportation programs to serve persons of low income, seniors and persons with disabilities under the Section 5316 Jobs Access Reverse Commute (JARC) and Section 5317 New Freedom Program.

OCTA also provides OC ACCESS, which is a shared-ride service for people who are unable to use the regular, fixed-route OC Bus service because of functional limitations as required by the Americans with Disabilities Act (ADA). OCTA offers a non-ADA Same-Day Taxi Program to OC ACCESS eligible customers as well. In addition, OCTA funds and administers community transportation services offered through the Senior Mobility Program (SMP) and federal grant programs.

Measure M2 (M2) allocates 1.47 percent of net revenues to stabilize fares for seniors and persons with disabilities. This revenue is included as farebox revenue, and the calculation of the farebox recovery ratio. Bus Operations is dependent upon external revenue sources to supplement farebox revenue and help offset operating expenditures for fixed-route and paratransit services. The primary revenue sources are comprised of: Local Transportation Fund (LTF), State Transit Assistance Fund (STAF), federal operating grants, Senate Bill 1 (SB1), and property tax contributions.

### **Fixed-Route**

The fixed route network provides bus service on 38 local lines, seven community lines, six inter/intracounty express lines, three limited-stop lines, and six Stationlink rail feeder lines. The local lines represent the majority of transit options offered throughout Orange County and operate along major arterials comprising a "grid" network. Community lines use smaller buses to accommodate for roadway constraints or lower passenger demand and provide connections to the local lines. The Express Freeway Services have fewer stops and operate only during peak morning and afternoon times Monday through Friday, traveling to popular business centers in Los Angeles and Orange County. The limited-stop lines are provided on select local route corridors and are designed to provide an attractive rapid transit option for Orange County commuters and visitors by decreasing travel time and improving travel speed within high use corridors, while offering connections to key destinations, major attractions, and Metrolink train services. Stationlink rail feeder service is provided to the Metrolink commuter rail stations in Orange County that are considered destination stations, ensuring a connection between rail stations and employment centers for Metrolink commuters. In addition, OCTA operates seasonal service on five weekends in July and August from nine locations to the Orange County Fair.

### **Paratransit**

The ACCESS Program provides complementary transit service within a 3/4 mile corridor of all OCTA fixed-route service to persons with disabilities. These passengers must be certified by OCTA to use the OC ACCESS system by meeting the ADA eligibility criteria. To mitigate the cost of providing ACCESS services, the use of supplemental taxi services is one of a variety of measures being employed along with other strategies recommended in the Transit System Study (TSS). OCTA also continues its focus on developing partnerships to provide alternative transportation options for seniors and persons with disabilities. In addition, OCTA offers a non-ADA Same-Day Taxi service, which allows ACCESS eligible customers to schedule a partially subsidized trip.





# Bus Program

Bus Capital Program	
Project	FY 2018-19 Budget
Bus Base and Transit Center Projects	8,605,645
iShuttle Buses	5,500,000
Transit Security & Operations Center	4,500,000
Transit Technology and Communications Capital	935,493
Mobile Ticketing	135,495
Bus Procurement / Engine Upgrades	85,000
<b>Bus Capital Program Total</b>	<b>\$ 19,761,633</b>

## Accomplishments in FY 2017-18

OCTA continued the transition of fixed-route service to the contracted service provider, achieving a level of 40 percent.

Completed the acceptance process and deployment of new 40-foot and 60-foot compressed natural gas buses in fixed-route service. OCTA also obtained funding for a zero-emission bus deployment project and awarded agreements for the purchase of ten hydrogen fuel cell electric buses and construction of a hydrogen fuel station.

Implemented Bravo! 560 Route and 53X route as well as Project V services on behalf of the City of Mission Viejo.

Completed upgrades of Ellipse asset management software and Trapeze paratransit scheduling software. The Same-Day Taxi Mobile Application also launched allowing customers to book trips from their mobile devices with ease.

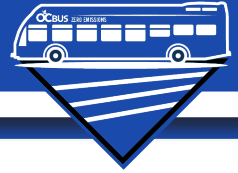
Completed the acceptance process and deployment of new vehicles for the ACCESS Service.

## Goals in FY 2018-19

Implement a new Bravo! 529 route in the February 2019 service change that will travel from Fullerton Park and Ride to Golden West Transportation Center.

Implement a new on-demand service named OC Flex. OC Flex is a micro transit service that will operate two zones, which include service areas within Huntington Beach, Westminster, Aliso Viejo, Laguna Niguel, and Mission Viejo.

Implement EZ Wallet for ACCESS trip payments. Trapeze EZ Wallet is a cashless fare collection solution which offers ACCESS passengers the ability to prepay their fares at the time of booking using a virtual account. This service will allow passengers the to view their trip and fare payment history and set up an account balance information over the web. EZ Wallet will also increase efficiency in the fare counting, recording, and reconciliation process.



Bravo 543 provides express service along Harbor Boulevard for the same price as a regular OCTA route.

**FY 2018-19 Approved Budget**

	Performance Indicators	Directly Operated Fixed Route	Contracted Fixed Route	ACCESS	ADA Taxi Service	Same Day Taxi Service	Special Agency Services	System Total
<b>Service Provided</b>	Vehicle Hours (VH)	1,072,468	698,439	628,805				2,399,712
	Vehicle Miles (VM)	13,561,433	9,630,284	9,375,294				32,567,011
	Revenue Hours (RVH)	975,365	649,899	532,081				2,157,345
	Revenue Miles (RVM)	11,357,631	7,736,025	7,765,111				26,858,768
<b>Passenger Usage</b>	Boardings	26,080,223	12,206,677	965,310	314,975	202,257	281,800	40,051,242
	Boardings per VH	24.32	17.28	1.54				16.69
	Boardings per VM	1.92	1.25	0.10				1.23
	Boardings per RVH	26.74	19.26	1.81				18.57
	Boardings per RVM	2.30	1.56	0.12				1.49
<b>Operating Costs</b>	Costs	\$141,038,753	\$70,455,273	\$52,274,802	\$16,650,575	\$2,530,437	\$7,363,205	\$290,313,044
	Cost per VH	\$131.51	\$100.88	\$83.13				\$120.98
	Cost per VM	\$10.40	\$7.32	\$5.58				\$8.91
	Cost per RVH	\$144.60	\$112.39	\$98.25				\$134.57
	Cost per RVM	\$12.42	\$9.11	\$6.73				\$10.81
	Cost per Boarding	\$5.41	\$5.84	\$54.15	\$52.86	\$12.51	\$26.13	\$7.25
<b>Fare Revenues</b>	Revenue	\$28,125,022	\$13,219,492	\$5,457,520	\$1,219,906			\$48,021,939
	Revenue per VH	\$26.22	\$18.73	\$9.87				\$20.01
	Revenue per VM	\$2.07	\$1.36	\$0.66				\$1.47
	Revenue per RVH	\$28.84	\$20.87	\$11.66				\$22.26
	Revenue per RVM	\$2.48	\$1.69	\$0.80				\$1.79
	Revenue per Boarding	\$1.08	\$1.08	\$6.43				\$1.20
<b>Farebox Recovery Ratio</b>		<b>19.94%</b>	<b>18.57%</b>	<b>10.44%</b>				<b>16.54%</b>
<b>Farebox Recovery Ratio (Per Senate Bill 508: Revisions to the Transportation Development Act)</b>								<b>23.46%</b>
<p>* All paratransit boardings are reported in terms of trips.                  ** OC Flex service included under Contracted Fixed Route. This includes 23k RVH and 135k expected boardings.</p>								



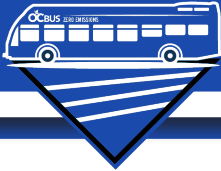
# Bus Program

## Bus Program Funds

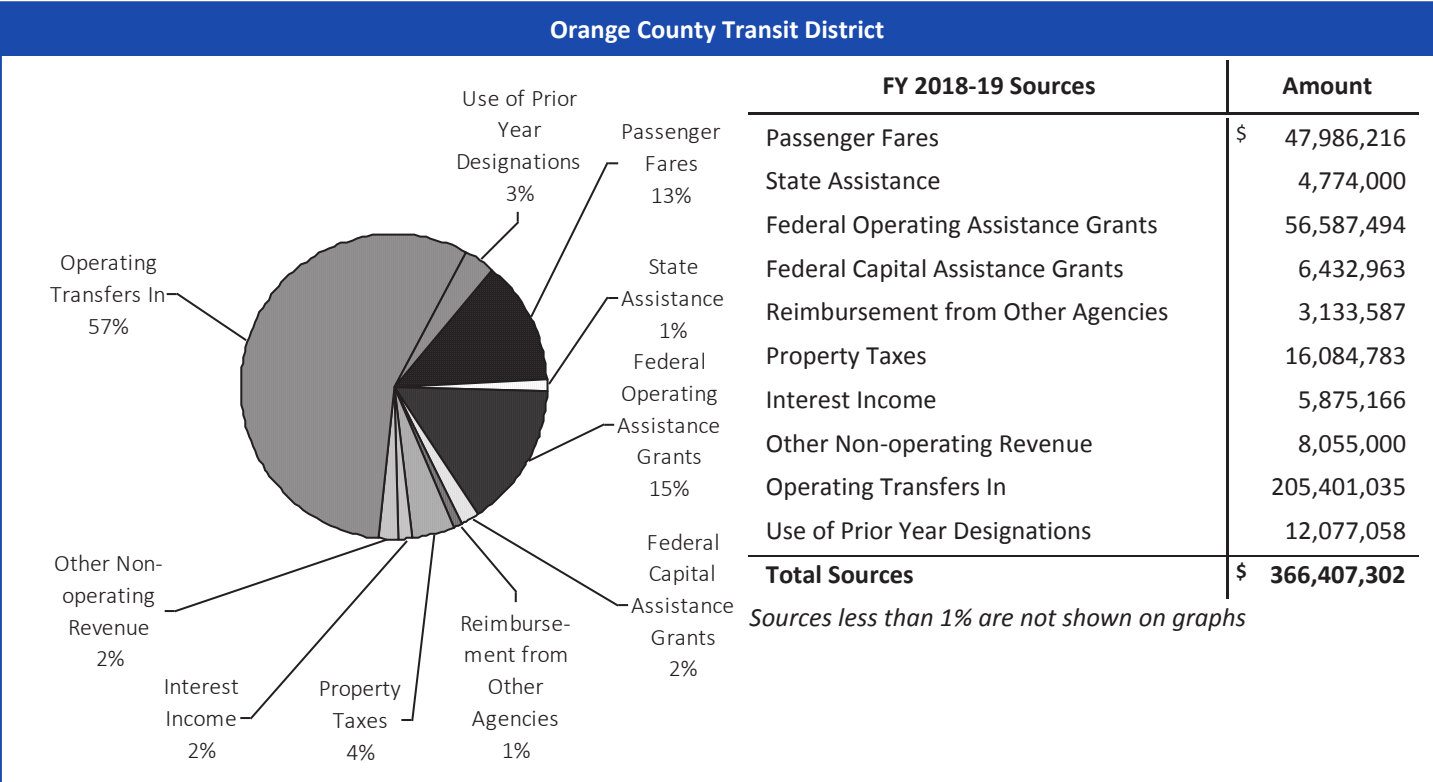
Local Transportation Fund Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6104 Sales Tax Revenue	155,055,173	162,215,177	170,866,805
6200 Interest Income	27,729	20,157	46,993
<b>Subtotal Revenues</b>	<b>\$ 155,082,902</b>	<b>\$ 162,235,334</b>	<b>\$ 170,913,798</b>
<b>Total Sources</b>	<b>\$ 155,082,902</b>	<b>\$ 162,235,334</b>	<b>\$ 170,913,798</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7500 Professional Services	1,934,657	1,764,952	2,192,762
7600 General and Administrative	1,790	0	0
7800 Contributions to Other Agencies	2,172,062	2,302,520	2,415,636
8200 Operating Transfers Out	148,903,714	158,167,862	166,305,400
<b>Subtotal Expenses</b>	<b>\$ 153,012,223</b>	<b>\$ 162,235,334</b>	<b>\$ 170,913,798</b>
Designations	2,070,679	0	0
<b>Total Uses</b>	<b>\$ 155,082,902</b>	<b>\$ 162,235,334</b>	<b>\$ 170,913,798</b>

### **Orange County Transit District (OCTD)**

The OCTD Fund supports the administrative, operational, and capital functions of bus operations, rail feeder, and paratransit bus service. The OCTD fund is designed to capture all revenue and expenses for bus related activity. The fund is presented as an enterprise activity of the OCTA.



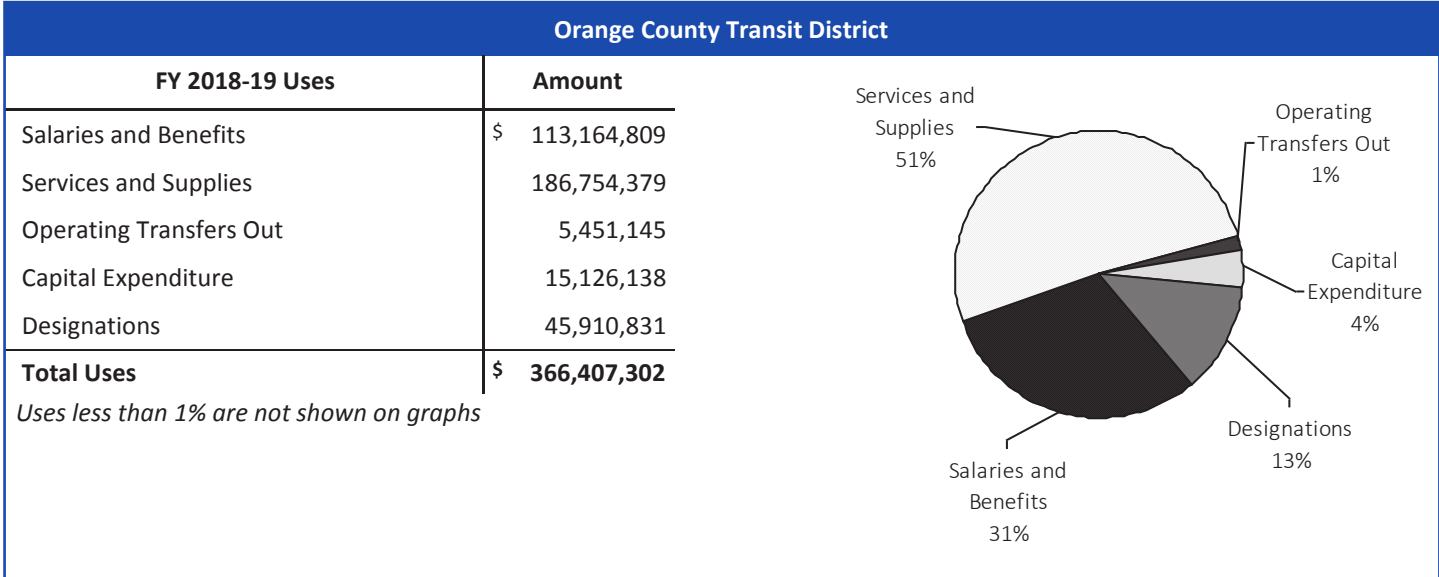
Bus Program Funds, continued



**LTF**

The LTF was established in 1971 through the Transportation Development Act (TDA) and is derived from a one-quarter cent sales tax collected in Orange County. LTF revenues are used only for public transit and provide funding for a variety of transportation services including regional transportation planning, bus stop

improvements, fixed-route bus operations, and para-transit services. LTF revenues may also be used as a local match for FTA grants. For budgeting purposes OCTA utilizes sales tax forecast provided by Muni Services, LLC.



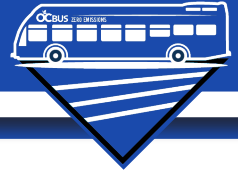


# Bus Program

## Orange County Transit District

Orange County Transit District Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
5100 Passenger Fares	47,436,159	45,974,360	47,986,216
6020 State Assistance	56,690	240,000	4,774,000
6030 Federal Operating Assistance Grants	70,629,504	73,448,323	56,587,494
6040 Federal Capital Assistance Grants	88,371,753	4,589,880	6,432,963
6050 Reimbursement from Other Agencies	4,571,700	3,419,259	3,133,587
6100 Property Taxes	14,943,128	15,248,626	16,084,783
6200 Interest Income	1,758,773	4,915,010	5,875,166
6300 Other Non-operating Revenue	9,627,092	4,411,942	8,055,000
6500 Operating Transfers In	176,619,956	192,821,225	205,401,035
<b>Subtotal Revenues</b>	<b>\$ 414,014,755</b>	<b>\$ 345,068,625</b>	<b>\$ 354,330,244</b>
Use of Prior Year Designations	0	4,301,500	12,077,058
<b>Total Sources</b>	<b>\$ 414,014,755</b>	<b>\$ 349,370,125</b>	<b>\$ 366,407,302</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7100 Salaries and Benefits	110,275,753	110,250,754	113,164,809
7300 Purchased Transportation Services	83,677,852	89,829,086	93,098,853
7400 Overhead Allocation	37,189,793	30,781,789	39,223,238
7500 Professional Services	21,515,368	21,410,975	22,217,483
7540 Insurance Claims/Premiums	-8,915	0	0
7600 General and Administrative	6,072,080	8,823,148	9,188,296
7700 Maintenance Parts and Fuel	14,655,094	16,805,187	17,267,185
7800 Contributions to Other Agencies	3,367,864	3,052,093	5,759,324
8111 Interest Expense	4,648	0	0
8200 Operating Transfers Out	14,328,320	425,000	5,451,145
9000 Capital Expenditures	17,735,766	8,581,380	15,126,138
<b>Subtotal Expenses</b>	<b>\$ 308,813,623</b>	<b>\$ 289,959,412</b>	<b>\$ 320,496,471</b>
Designations	105,201,132	59,410,713	45,910,831
<b>Total Uses</b>	<b>\$ 414,014,755</b>	<b>\$ 349,370,125</b>	<b>\$ 366,407,302</b>





**STAF**

The STAF was created by the California Legislature in 1979 and provides a second source of TDA funding for transportation planning and mass transportation purposes. STAF revenues are derived from sales tax on diesel fuel. Beginning in 2017, this revenue will be increased based on the passage of Transportation Senate Bill 1 (SB1). These revenues may be used for capital and operating expenditures related to public transportation.

State Transit Assistance Fund Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6101 Taxes	0	0	19,143,076
6104 Sales Tax Revenue	22,566,355	28,876,939	16,463,373
6200 Interest Income	5,018	3,682	5,765
<b>Subtotal Revenues</b>	<b>\$ 22,571,373</b>	<b>\$ 28,880,621</b>	<b>\$ 35,612,214</b>
<b>Total Sources</b>	<b>\$ 22,571,373</b>	<b>\$ 28,880,621</b>	<b>\$ 35,612,214</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7600 General and Administrative	366	0	0
7800 Contributions to Other Agencies	172	0	0
8200 Operating Transfers Out	22,566,355	28,880,621	35,612,214
<b>Subtotal Expenses</b>	<b>\$ 22,566,893</b>	<b>\$ 28,880,621</b>	<b>\$ 35,612,214</b>
Designations	4,480	0	0
<b>Total Uses</b>	<b>\$ 22,571,373</b>	<b>\$ 28,880,621</b>	<b>\$ 35,612,214</b>

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# ADMINISTRATION



# ADMINISTRATION





## Administration Program

### **Description**

OCTA’s Administration Program provides the staff to oversee Rail, Freeways, Streets and Roads, Express Lanes, OC Streetcar, Motorist Services, and Bus Programs.

OCTA is organized into divisions that provide specialized services to the programs, such as accounting, procurement, planning, marketing, government relations, and human resources. Staff that support the Bus Program charge directly to the Orange County Transit District fund. Staff that support the Orange County Taxicab Administration Program charge directly to the OCTAP fund. All other staff charge to the General Fund. These General Fund salaries and benefits are allocated to the funds that support each of the programs.

### **Cost Allocation**

In addition to salaries and benefits, the General Fund is a cost center for other overhead costs, such as insurance, information technology software and hardware, utilities, leases, and capital expenditures.

The General Fund expenditures, less the General Fund revenues, are allocated to the proprietary funds using a cost allocation methodology.

OCTA uses a robust cost allocation plan methodology that maximizes the direct charge of OCTA’s personnel, materials, supplies, and contractors to projects whenever possible. Indirect costs for each internal service are then allocated using a basis of allocation that has been determined after evaluation of usage and benefit received. Cost Allocation bases include factors such as square feet of space occupied, number of personnel recruitments, purchase orders, accounting transactions, dollar volume, among others. Each department may have cost allocation bases specific to the internal services that department provides.

The Accounting Department applies the cost allocation methodology to allocate costs monthly, with an annual adjustment at the end of the fiscal year. The budget uses the allocation rates from the most recent complete fiscal year as a starting point.







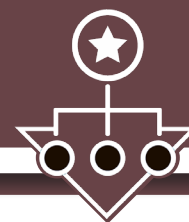
# Administration

## Administrative Program Staffing

OCTA is comprised of seven divisions. Each division is organized by department. The table below shows staffing levels for FY 2016-17 through FY 2018-19.

Division / Department	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Office</u>			
Executive Office - CEO	5.00	5.00	5.00
Internal Audit	6.00	6.00	6.00
Tollroad	3.00	3.00	7.00
Public Information Office	3.50	3.50	4.00
Clerk of the Board	4.00	4.00	4.00
Security and Emergency Preparedness	4.00	4.00	4.00
<b>Executive Office</b>	<b>25.50</b>	<b>25.50</b>	<b>30.00</b>
<u>Finance and Administration</u>			
Executive Director, Finance and Administration	4.00	4.00	4.00
Accounting and Financial Reporting	21.00	21.00	21.00
Financial Planning and Analysis	9.00	11.00	11.00
Revenue Administration	6.00	6.00	6.00
Contracts Administration and Material Management	57.00	57.00	57.00
Information Systems	39.00	40.00	39.00
General Services	19.00	19.00	20.00
Treasury Department	2.00	2.00	2.00
<b>Finance and Administration</b>	<b>157.00</b>	<b>160.00</b>	<b>160.00</b>
<u>Human Resources and Org. Development</u>			
Executive Director, HR&OD	2.00	2.00	2.00
Human Resources	27.00	26.00	27.00
Learning and Development	5.00	4.00	5.00
Risk Management	7.00	7.00	7.00
Safety	7.00	8.00	8.00
<b>Human Resources and Org. Development</b>	<b>48.00</b>	<b>47.00</b>	<b>49.00</b>
<u>Planning</u>			
Executive Director, Planning	5.00	5.00	5.00
Director, Strategic Planning	3.00	3.00	3.00
Planning and Analysis	23.00	24.00	23.50
Capital and Local Programs	10.00	10.00	11.50
<b>Planning</b>	<b>41.00</b>	<b>42.00</b>	<b>43.00</b>

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Division / Department	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Capital Programs</u>			
Executive Director, Capital Programs	14.00	14.00	14.00
Rail	14.00	14.00	9.00
Highway Project Delivery	12.00	12.00	12.00
<b>Capital Programs</b>	<b>40.00</b>	<b>40.00</b>	<b>35.00</b>
<u>External Affairs</u>			
Executive Director, External Affairs	10.50	10.50	8.50
Director, External Affairs	3.00	3.00	3.00
Marketing and Customer Engagement	21.00	20.00	21.00
Public Outreach	12.00	12.00	12.00
<b>External Affairs</b>	<b>46.50</b>	<b>45.50</b>	<b>44.50</b>
<u>Operations</u>			
Chief Operating Officer	0.00	0.00	1.00
General Manager, Bus Operations	6.00	3.00	3.00
Motorist Services	8.00	7.00	7.00
Bus Operations	745.50	705.50	701.50
Contract Transportation Services	16.50	17.50	17.50
Maintenance	230.50	231.50	230.50
Scheduling and Bus Operations Support	13.00	12.00	12.00
Rail Operations	0.00	0.00	5.00
OC Streetcar	0.00	1.00	1.00
LOSSAN Staff Administration	9.00	9.00	13.00
<b>Operations</b>	<b>1,028.50</b>	<b>986.50</b>	<b>991.50</b>
<b>Total Authority</b>	<b>1,386.50</b>	<b>1,346.50</b>	<b>1,353.00</b>

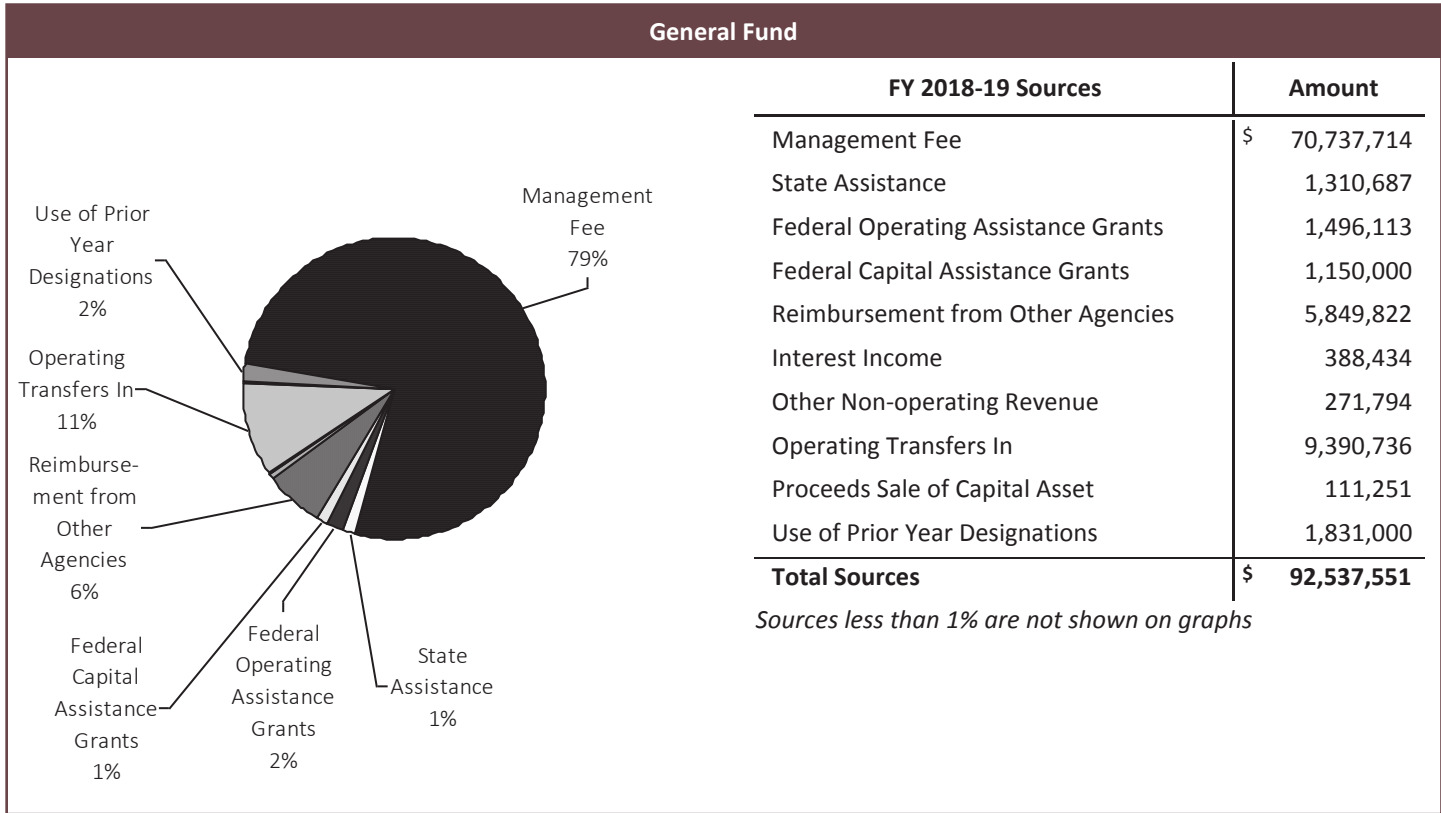
### Los Angeles - San Diego - San Luis Obispo (LOSSAN) Agency

The OCTA was selected to serve as the managing agency for the LOSSAN Rail Corridor Agency in August 2013. The LOSSAN is currently administered by 13 dedicated OCTA staff. These positions are funded through the Interagency Transfer Agreement (ITA) with the State of California.



# Administration

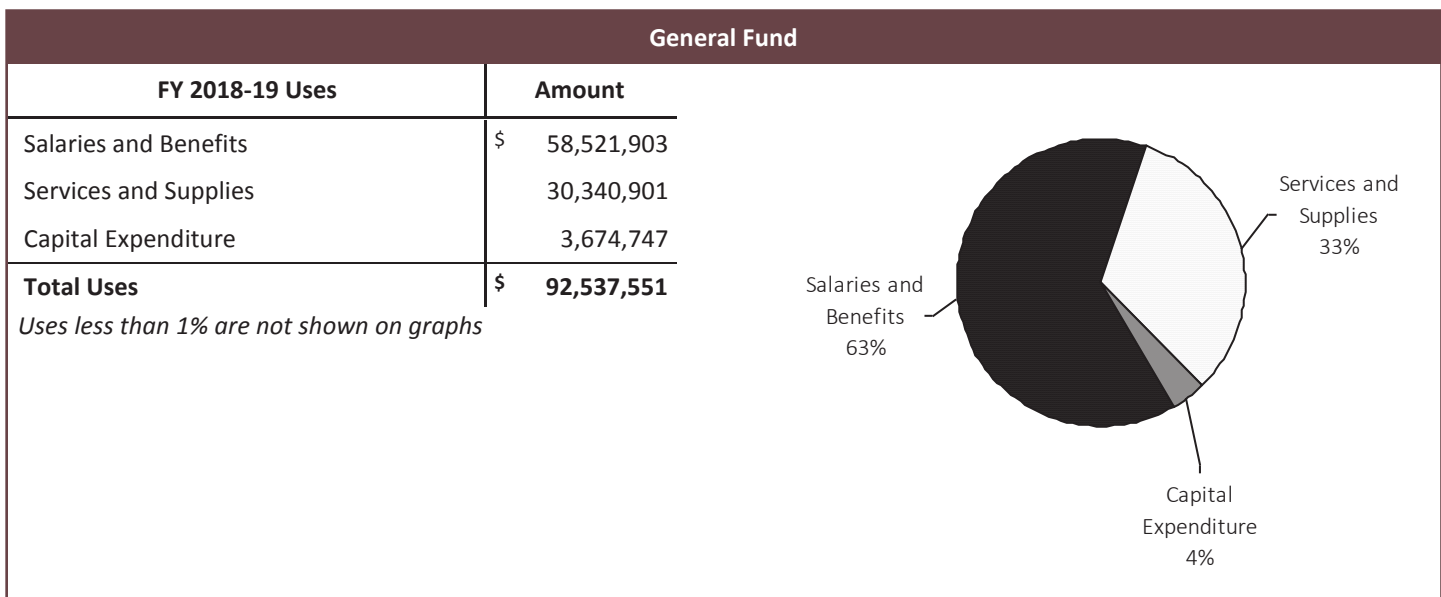
## Administrative Funds



### General Fund

The OCTA General Fund contains the administrative functions for OCTA. These functions include management, finance, project delivery, procurement, human

resources, planning, government relations, marketing, and outreach. Several divisions contribute to the successful completion of these responsibilities.





## General Fund, continued

General Fund Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6020 State Assistance	1,447,288	600,000	1,310,687
6030 Federal Operating Assistance Grants	993,493	0	1,496,113
6040 Federal Capital Assistance Grants	55,331	2,556,800	1,150,000
6050 Reimbursement from Other Agencies	2,710,654	4,394,967	5,849,822
6200 Interest Income	335,237	457,559	388,434
6300 Other Non-operating Revenue	315,824	306,516	271,794
6400 Management Fee	62,627,008	68,798,761	70,737,714
6500 Operating Transfers In	18,051,096	4,151,502	9,390,736
6550 Proceeds Sale of Capital Asset	107,805	105,200	111,251
<b>Subtotal Revenues</b>	<b>\$ 86,643,736</b>	<b>\$ 81,371,305</b>	<b>\$ 90,706,551</b>
Use of Prior Year Designations	1,366,366	1,336,000	1,831,000
<b>Total Sources</b>	<b>\$ 88,010,102</b>	<b>\$ 82,707,305</b>	<b>\$ 92,537,551</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7100 Salaries and Benefits	49,652,851	54,734,930	58,521,903
7500 Professional Services	13,831,475	15,554,089	18,003,690
7600 General and Administrative	7,044,581	7,410,868	9,266,672
7700 Maintenance Parts and Fuel	3,469	3,000	2,000
7800 Contributions to Other Agencies	16,616,893	3,424,418	3,068,539
9000 Capital Expenditures	860,833	1,580,000	3,674,747
<b>Subtotal Expenses</b>	<b>\$ 88,010,102</b>	<b>\$ 82,707,305</b>	<b>\$ 92,537,551</b>
<b>Total Uses</b>	<b>\$ 88,010,102</b>	<b>\$ 82,707,305</b>	<b>\$ 92,537,551</b>



## Administration

### **American Public Transportation Association (APTA) Fund**

The City of Anaheim has been selected to host the APTA Expo in 2020. OCTA will generate revenues in the form of external contributions from vendors which will help support OCTA's APTA efforts. The balance of uses will be offset by transfers in from OCTD.

<b>APTA Sources &amp; Uses</b>			
<b>Sources Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
6300 Other Non-operating Revenue	0	10,000	5,000
6500 Operating Transfers In	0	25,000	0
<b>Subtotal Revenues</b>	<b>\$ 0</b>	<b>\$ 35,000</b>	<b>\$ 5,000</b>
<b>Total Sources</b>	<b>\$ 0</b>	<b>\$ 35,000</b>	<b>\$ 5,000</b>
<b>Uses Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
7500 Professional Services	0	35,000	5,000
<b>Subtotal Expenses</b>	<b>\$ 0</b>	<b>\$ 35,000</b>	<b>\$ 5,000</b>
<b>Total Uses</b>	<b>\$ 0</b>	<b>\$ 35,000</b>	<b>\$ 5,000</b>





**Additional Retirement Benefit Account (ARBA) Trust Fund**

OCTA currently provides a supplemental retirement benefit known as ARBA. This benefit is offered to retired members of Orange County Employees Retirement System (OCERS) in order to assist OCTA employees in maintaining health insurance coverage following their retirement from OCTA. OCTA does not provide retiree medical benefits. The ARBA benefit was funded and administered pursuant to a 1994 Memorandum of Understanding (and its subsequent amendments) with OCERS. The ARBA benefit was originally funded through excess earnings of the retirement system

and held as part of the unallocated fund balance. As the unallocated fund balance was reduced due to benefit payments and market performance, participating agencies began contributing 0.5 percent of payroll. In April 2008, OCTA entered into a new agreement with OCERS to administer ARBA. OCTA currently funds ARBA based on biennial actuarial valuations. The most recent actuarial study recommended 0.98 percent of payroll be set aside in the FY 2018-19 budget to fund the benefit.

ARBA Trust Fund Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6200 Interest Income	1,596,079	451,775	1,779,877
6300 Other Non-operating Revenue	929,487	1,000,000	1,000,000
<b>Subtotal Revenues</b>	<b>\$ 2,525,566</b>	<b>\$ 1,451,775</b>	<b>\$ 2,779,877</b>
<b>Total Sources</b>	<b>\$ 2,525,566</b>	<b>\$ 1,451,775</b>	<b>\$ 2,779,877</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7800 Contributions to Other Agencies	1,169,322	1,021,022	1,031,233
<b>Subtotal Expenses</b>	<b>\$ 1,169,322</b>	<b>\$ 1,021,022</b>	<b>\$ 1,031,233</b>
Designations	1,356,244	430,753	1,748,644
<b>Total Uses</b>	<b>\$ 2,525,566</b>	<b>\$ 1,451,775</b>	<b>\$ 2,779,877</b>



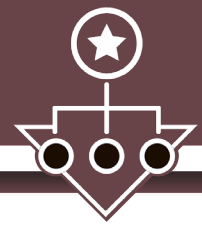
## Administration

### **Internal Service Fund (ISF) – Personal Liability and Property Damage (PL and PD)**

The PL and PD Fund was established to consolidate the accounting for the revenues and expenditures associated with personal liability and property damage for the entire OCTA.

The revenues recorded in these funds are comprised of charges, insurance recoveries and interest earnings. The expenses are comprised of insurance payouts, claims, and stop-loss insurance coverage.

Internal Service Fund-PL and PD Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
5300 Charges for Services	1,845,924	3,726,808	4,809,513
6200 Interest Income	69,055	157,928	229,652
6300 Other Non-operating Revenue	275,525	200,000	250,000
<b>Subtotal Revenues</b>	<b>\$ 2,190,504</b>	<b>\$ 4,084,736</b>	<b>\$ 5,289,165</b>
Use of Prior Year Designations	0	4,084,736	5,289,165
<b>Total Sources</b>	<b>\$ 2,190,504</b>	<b>\$ 8,169,472</b>	<b>\$ 10,578,330</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7400 Overhead Allocation	112,575	111,629	139,477
7500 Professional Services	1,899,259	2,151,149	1,569,188
7540 Insurance Claims/Premiums	-299,528	1,815,074	3,580,500
7800 Contributions to Other Agencies	68,986	0	0
<b>Subtotal Expenses</b>	<b>\$ 1,781,292</b>	<b>\$ 4,077,852</b>	<b>\$ 5,289,165</b>
Designations	409,212	4,091,620	5,289,165
<b>Total Uses</b>	<b>\$ 2,190,504</b>	<b>\$ 8,169,472</b>	<b>\$ 10,578,330</b>



### **ISF - Workers' Compensation**

The Workers' Compensation Fund was established to consolidate the accounting for the revenues and expenditures associated with workers' compensation for the entire OCTA. The revenues recorded in these funds are comprised of charges, insurance recoveries, and interest earnings. The expenses are comprised of insurance payouts, claims, and stop-loss insurance coverage.

<b>Internal Service Fund-Workers' Compensation Sources &amp; Uses</b>			
<b>Sources Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
5300 Charges for Services	5,894,165	5,453,805	5,795,231
6200 Interest Income	65,676	223,038	387,088
6300 Other Non-operating Revenue	655,154	650,000	650,000
<b>Subtotal Revenues</b>	<b>\$ 6,614,995</b>	<b>\$ 6,326,843</b>	<b>\$ 6,832,319</b>
<b>Total Sources</b>	<b>\$ 6,614,995</b>	<b>\$ 6,326,843</b>	<b>\$ 6,832,319</b>
<b>Uses Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
7400 Overhead Allocation	63,559	78,186	67,441
7500 Professional Services	28,969	34,388	19,878
7540 Insurance Claims/Premiums	5,189,447	6,064,269	6,590,000
7800 Contributions to Other Agencies	241,292	150,000	155,000
<b>Subtotal Expenses</b>	<b>\$ 5,523,267</b>	<b>\$ 6,326,843</b>	<b>\$ 6,832,319</b>
Designations	1,091,728	0	0
<b>Total Uses</b>	<b>\$ 6,614,995</b>	<b>\$ 6,326,843</b>	<b>\$ 6,832,319</b>

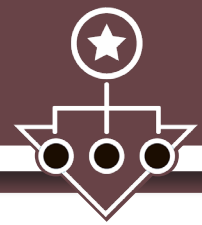


## Administration

### **Scholarship Fund**

The OCTA Scholarship Fund is funded through employee payroll deductions, cash contributions, and the recycling of bottles and cans. The scholarship fund benefits college age children, grandchildren of OCTA employees, and OCTA interns. To be eligible for this scholarship, students are required to write an essay as to why they want to attend college, or if applying for a second consecutive year, how their previous scholarship award was utilized to benefit their education or career. The essays are judged and recipients notified; award amounts vary based on contributions and earnings in that fiscal year.

<b>Scholarship Fund Sources &amp; Uses</b>			
<b>Sources Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
6200 Interest Income	65	0	0
6300 Other Non-operating Revenue	14,050	14,447	13,245
<b>Subtotal Revenues</b>	<b>\$ 14,115</b>	<b>\$ 14,447</b>	<b>\$ 13,245</b>
<b>Total Sources</b>	<b>\$ 14,115</b>	<b>\$ 14,447</b>	<b>\$ 13,245</b>
<b>Uses Summary</b>			
<b>Description</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Budget</b>
7500 Professional Services	13	0	0
7800 Contributions to Other Agencies	13,971	14,447	13,245
<b>Subtotal Expenses</b>	<b>\$ 13,984</b>	<b>\$ 14,447</b>	<b>\$ 13,245</b>
Designations	131	0	0
<b>Total Uses</b>	<b>\$ 14,115</b>	<b>\$ 14,447</b>	<b>\$ 13,245</b>



**Orange County Unified Transportation Trust (OCUTT)  
Fund**

The OCUTT Fund accumulates interest earned on the Transit Development Capital Projects Fund. In 2004, OCUTT funds were earmarked by the OCTA Board for project readiness activities managed by the Planning Division.

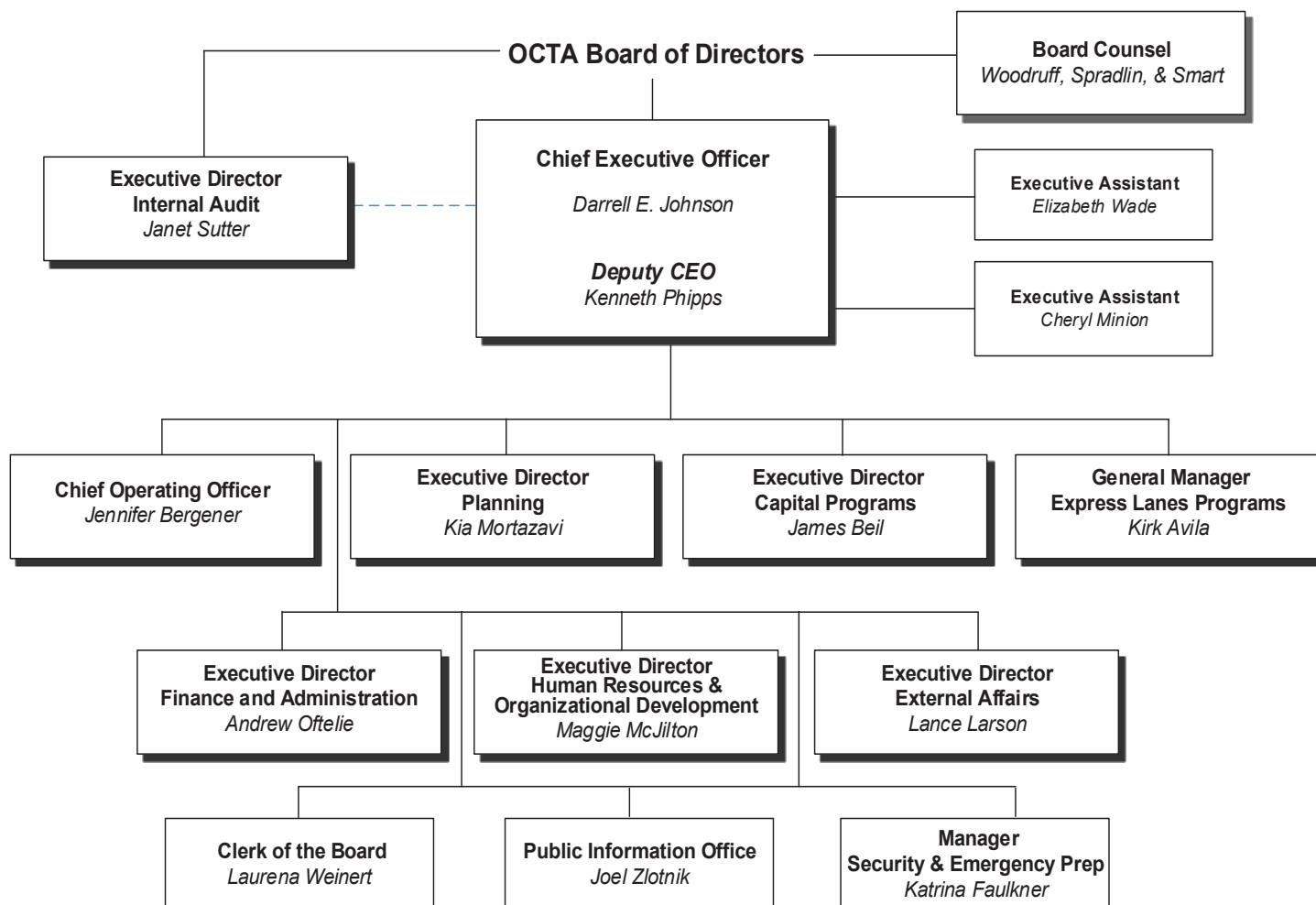
Orange County Unified Transportation Trust Sources & Uses			
Sources Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
6200 Interest Income	83,077	158,840	207,480
<b>Subtotal Revenues</b>	<b>\$ 83,077</b>	<b>\$ 158,840</b>	<b>\$ 207,480</b>
Use of Prior Year Designations	701	0	0
<b>Total Sources</b>	<b>\$ 83,778</b>	<b>\$ 158,840</b>	<b>\$ 207,480</b>
Uses Summary			
Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
7500 Professional Services	19,064	11,423	106,978
8200 Operating Transfers Out	64,714	0	0
<b>Subtotal Expenses</b>	<b>\$ 83,778</b>	<b>\$ 11,423</b>	<b>\$ 106,978</b>
Designations	0	147,417	100,502
<b>Total Uses</b>	<b>\$ 83,778</b>	<b>\$ 158,840</b>	<b>\$ 207,480</b>





## Executive Office

### Executive Office Division Organizational Chart



### Executive Office Division

The Executive Office Division is comprised of six departments and is responsible for providing management direction to all divisions, accurately recording and preserving OCTA's official and historical records, and the examination and evaluation of financial, administrative, and operational activities and controls.

The Executive Office division oversees OCTA's operations of the 91 Express Lanes and future I-405 Express Lanes. It is also responsible for keeping the public up to date with any and all matters pertaining to OCTA. Lastly, this division handles the physical security, as well as emergency preparedness for OCTA.



**Executive Office Division Staffing**

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Office - CEO</u>			
Administrative Specialist	0.00	1.00	1.00
Chief Executive Officer	1.00	1.00	1.00
Deputy Executive Officer	1.00	1.00	1.00
Executive Assistant	2.00	2.00	2.00
Office Specialist	1.00	0.00	0.00
<b>Executive Office</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<u>Internal Audit</u>			
Executive Assistant	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00
Internal Auditor	3.00	3.00	3.00
Section Manager	1.00	1.00	1.00
<b>Internal Audit</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<u>Tollroad</u>			
Executive Assistant	0.00	0.00	1.00
Financial Analyst	0.00	0.00	1.00
General Manager	1.00	1.00	1.00
IS Project Manager	1.00	1.00	2.00
Project Manager	1.00	1.00	2.00
<b>Tollroad</b>	<b>3.00</b>	<b>3.00</b>	<b>7.00</b>
<u>Public Information Office</u>			
Communications Manager	0.00	0.00	1.00
Communications Specialist	0.50	0.50	3.00
Marketing Specialist	1.00	1.00	0.00
Strategic Communications Coordinator	1.00	1.00	0.00
Strategic Communications Manager	1.00	1.00	0.00
<b>Public Information Office</b>	<b>3.50</b>	<b>3.50</b>	<b>4.00</b>
<u>Clerk of the Board</u>			
Board Specialist	2.00	2.00	2.00
Department Manager	1.00	1.00	1.00
Section Manager	1.00	1.00	1.00
<b>Clerk of the Board</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

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## Executive Office

### Executive Office Division Staffing, continued

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Security and Emergency Preparedness</u>			
Department Manager	1.00	1.00	1.00
Emergency Management	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00
Security Specialist	1.00	1.00	1.00
<b>Security and Emergency Preparedness</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Total Executive Office</b>	<b>25.50</b>	<b>25.50</b>	<b>30.00</b>



## Executive Office Expenses by Account

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	2,805,115	2,824,242	3,078,319
7150 Extra Help Employees	87,291	107,500	105,400
7209 Deferred Compensation	133,204	84,278	91,732
7210 Pensions	871,870	910,387	963,657
7220 Insurances	76,302	94,933	103,363
7240 Health Care	417,833	341,317	397,847
7260 Compensated Absences	306,092	356,277	385,692
7270 Workers' Compensation	59,668	53,313	58,391
7280 Other Benefits	226,032	304,238	327,512
<b>Subtotal Salaries and Benefits</b>	<b>\$ 4,983,407</b>	<b>\$ 5,076,485</b>	<b>\$ 5,511,913</b>
<u>Services and Supplies</u>			
7510 Professional Services	658,404	676,500	1,347,062
7610 Outside Services	5,331,421	5,619,318	6,351,584
7650 Travel, Training, and Mileage	68,110	89,694	98,165
7660 Office Expense	15,996	15,143	18,123
7670 Miscellaneous Expense	362,515	354,902	347,125
7750 Maintenance Expense	1,377	0	0
7790 Other Materials and Supplies	37,988	32,500	22,500
<b>Subtotal Services and Supplies</b>	<b>\$ 6,475,811</b>	<b>\$ 6,788,057</b>	<b>\$ 8,184,559</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	215,012	200,000	0
<b>Subtotal Capital Expenditure</b>	<b>\$ 215,012</b>	<b>\$ 200,000</b>	<b>\$ 0</b>
<b>Total Uses</b>	<b>\$ 11,674,230</b>	<b>\$ 12,064,542</b>	<b>\$ 13,696,472</b>



## Executive Office

### Executive Office – Chief Executive Officer (CEO)

The CEO is responsible for providing management direction to all divisions and programs within OCTA and implementing the policy directives as articulated by the Board of Directors. The CEO and Deputy CEO's primary responsibilities include development and re-

finement of the organizational structure of OCTA, establishing and executing strategic plans, and fostering an environment conducive to employee development.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Executive Office - CEO</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	755,077	755,295	787,408
7209 Deferred Compensation	77,369	22,603	23,460
7210 Pensions	224,009	246,322	248,693
7220 Insurances	19,176	25,463	26,434
7240 Health Care	80,198	82,203	84,152
7260 Compensated Absences	94,961	95,550	98,638
7270 Workers' Compensation	16,124	10,257	10,816
7280 Other Benefits	75,184	60,444	61,118
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,342,098</b>	<b>\$ 1,298,137</b>	<b>\$ 1,340,719</b>
<u>Services and Supplies</u>			
7510 Professional Services	225	8,500	4,000
7650 Travel, Training, and Mileage	20,496	25,453	27,475
7660 Office Expense	1,568	1,843	1,843
7670 Miscellaneous Expense	351,389	329,800	322,039
<b>Subtotal Services and Supplies</b>	<b>\$ 373,678</b>	<b>\$ 365,596</b>	<b>\$ 355,357</b>
<b>Executive Office Total</b>	<b>\$ 1,715,776</b>	<b>\$ 1,663,733</b>	<b>\$ 1,696,076</b>





## Internal Audit

Internal Audit is responsible for examining and evaluating the financial, administrative, and operational activities and controls of OCTA. Internal Audit Department supplies management personnel at all levels with information to assist in their control of the assets and operations for which they have responsibility.

The department provides a wide range of auditing services including oversight of the annual independent financial audit, performing operational audits, contract compliance audits, federal and state audits, internal control assessments, investigations, pre-award Buy America reviews, and pre-award price reviews. The department also administers and investigates complaints received through OCTA's fraud hotline.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Internal Audit</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	674,405	678,253	702,321
7209 Deferred Compensation	14,575	20,252	20,958
7210 Pensions	216,783	218,746	220,277
7220 Insurances	16,981	22,813	23,615
7240 Health Care	86,956	85,926	87,599
7260 Compensated Absences	78,515	85,617	88,119
7270 Workers' Compensation	13,967	12,302	12,975
7280 Other Benefits	43,075	46,889	47,379
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,145,257</b>	<b>\$ 1,170,798</b>	<b>\$ 1,203,243</b>
<u>Services and Supplies</u>			
7510 Professional Services	54,658	125,000	925,062
7650 Travel, Training, and Mileage	11,571	13,067	14,384
7660 Office Expense	199	2,800	2,800
7670 Miscellaneous Expense	2,416	2,935	2,930
<b>Subtotal Services and Supplies</b>	<b>\$ 68,844</b>	<b>\$ 143,802</b>	<b>\$ 945,176</b>
<b>Internal Audit Total</b>	<b>\$ 1,214,101</b>	<b>\$ 1,314,600</b>	<b>\$ 2,148,419</b>



## Executive Office

### Toll Road

The Toll Road Department oversees the operations of the 91 Express Lanes and the 405 Express Lanes (to be operational in the year 2023). It oversees all aspects of OCTA's toll road franchise, from contracted operations and maintenance to customer service, violations processing, marketing, budgeting, and reporting. Staff also provides Express Lanes policy recommendations for OCTA Board consideration and serves as the key liaison with the State Route 91 Advisory Committee.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Tollroad</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	444,575	412,966	542,221
7209 Deferred Compensation	19,076	12,358	16,216
7210 Pensions	145,859	134,448	170,983
7220 Insurances	10,972	13,921	18,272
7240 Health Care	42,128	38,925	58,433
7260 Compensated Absences	35,136	52,244	68,182
7270 Workers' Compensation	9,325	6,151	8,650
7280 Other Benefits	56,787	32,191	38,735
<b>Subtotal Salaries and Benefits</b>	<b>\$ 763,858</b>	<b>\$ 703,204</b>	<b>\$ 921,692</b>
<b>Tollroad Total</b>	<b>\$ 763,858</b>	<b>\$ 703,204</b>	<b>\$ 921,692</b>



### Public Information Office

The Public Information Office develops public information programs related to the various projects and services which OCTA delivers. In addition to issuing news releases, updating online media communications, and fulfilling media requests for information, staff works strategically and creatively to gain consistent, clear and fair media coverage of OCTA policies, programs, promotions, and services. Staff regularly files press releases, organizes media briefings and roundtables, arranges tours, and schedules interview and filming sessions. The Public Information Office is responsible for OCTA speaker's bureau, corporate communications such as annual reports, Board Briefing Book, and fact sheets.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Public Information Office</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	314,469	349,022	393,464
7150 Extra Help Employees	1,611	14,000	11,900
7209 Deferred Compensation	9,230	10,445	11,767
7210 Pensions	100,148	112,057	122,766
7220 Insurances	8,464	11,764	13,260
7240 Health Care	17,919	22,873	33,842
7260 Compensated Absences	44,832	44,155	49,476
7270 Workers' Compensation	6,433	8,201	8,650
7280 Other Benefits	8,376	19,448	21,448
<b>Subtotal Salaries and Benefits</b>	<b>\$ 511,482</b>	<b>\$ 591,965</b>	<b>\$ 666,573</b>
<u>Services and Supplies</u>			
7510 Professional Services	10,000	10,000	10,000
7610 Outside Services	23,612	31,488	50,000
7650 Travel, Training, and Mileage	1,922	857	2,700
7660 Office Expense	0	0	2,980
7670 Miscellaneous Expense	820	1,595	2,816
<b>Subtotal Services and Supplies</b>	<b>\$ 36,354</b>	<b>\$ 43,940</b>	<b>\$ 68,496</b>
<b>Public Information Office Total</b>	<b>\$ 547,836</b>	<b>\$ 635,905</b>	<b>\$ 735,069</b>



## Executive Office

### Clerk of the Board

The Clerk of the Board oversees the accurate recording and preserving of OCTA's official and historical records, in addition to providing them to the public upon request. The department is responsible for the entire Board and Committee agenda process, including preparation and distribution of agendas, ensuring public meetings are held in compliance with California open meeting laws, recording of actions taken by the Board and Committees, and maintaining a comprehensive records management system supporting Board and Committee actions.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Clerk of the Board</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	331,163	309,542	323,748
7150 Extra Help Employees	71,364	93,500	93,500
7209 Deferred Compensation	9,251	9,068	9,487
7210 Pensions	104,742	96,823	98,609
7220 Insurances	11,871	10,214	10,690
7240 Health Care	153,999	63,165	80,641
7260 Compensated Absences	27,765	38,332	39,886
7270 Workers' Compensation	8,087	8,201	8,650
7280 Other Benefits	39,222	127,482	140,889
<b>Subtotal Salaries and Benefits</b>	<b>\$ 757,464</b>	<b>\$ 756,327</b>	<b>\$ 806,100</b>
<u>Services and Supplies</u>			
7610 Outside Services	18,934	38,800	38,800
7650 Travel, Training, and Mileage	16,214	33,090	35,619
7660 Office Expense	6,933	7,000	7,000
7670 Miscellaneous Expense	4,850	14,232	14,500
<b>Subtotal Services and Supplies</b>	<b>\$ 46,931</b>	<b>\$ 93,122</b>	<b>\$ 95,919</b>
<b>Clerk of the Board Total</b>	<b>\$ 804,395</b>	<b>\$ 849,449</b>	<b>\$ 902,019</b>



## Security and Emergency Preparedness

Security and Emergency Preparedness includes physical security concerns such as: protecting employees, customers, visitors, asset protection, threat assessment, intelligence gathering, monitoring homeland security issues and trends, and maintaining liaison with relevant agencies and other jurisdictions. The department oversees a contract with the Orange County Sheriff's Department (OCSD) for Transit Police Services (TPS). Under this contract, the OCSD provides

security and law enforcement services for OCTA's bus operations, OCTA-owned transit and operating facilities, OCTA-owned railroad right-of-way, and security at OCTA Board meetings. The department encompasses all OCTA actions to prepare for, respond to, and recover from disasters. Planning, training OCTA personnel, exercising emergency plans, and coordinating with the County of Orange Emergency Management Department are ongoing activities.

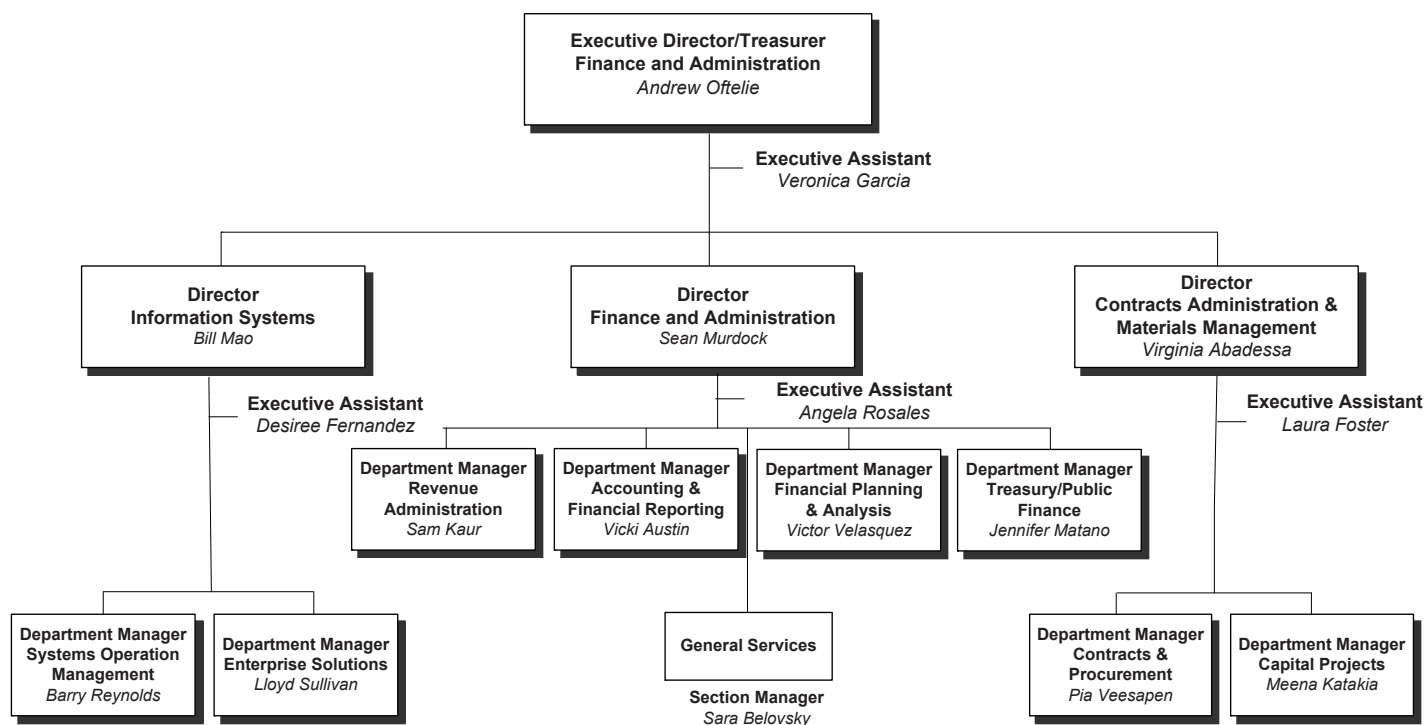
Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Security and Emergency Preparedness</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	285,426	319,164	329,157
7150 Extra Help Employees	5,098	0	0
7209 Deferred Compensation	3,703	9,552	9,844
7210 Pensions	79,984	101,991	102,329
7220 Insurances	8,329	10,758	11,092
7240 Health Care	36,633	48,225	53,180
7260 Compensated Absences	24,883	40,379	41,391
7270 Workers' Compensation	5,558	8,201	8,650
7280 Other Benefits	3,363	17,784	17,943
<b>Subtotal Salaries and Benefits</b>	<b>\$ 452,977</b>	<b>\$ 556,054</b>	<b>\$ 573,586</b>
<u>Services and Supplies</u>			
7510 Professional Services	593,521	533,000	408,000
7610 Outside Services	5,288,875	5,549,030	6,262,784
7650 Travel, Training, and Mileage	17,251	17,227	17,987
7660 Office Expense	7,296	3,500	3,500
7670 Miscellaneous Expense	3,040	6,340	4,840
7750 Maintenance Expense	1,377	0	0
7790 Other Materials and Supplies	37,988	32,500	22,500
<b>Subtotal Services and Supplies</b>	<b>\$ 5,949,348</b>	<b>\$ 6,141,597</b>	<b>\$ 6,719,611</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	215,012	200,000	0
<b>Subtotal Capital Expenditure</b>	<b>\$ 215,012</b>	<b>\$ 200,000</b>	<b>\$ 0</b>
<b>Security and Emergency Preparedness Total</b>	<b>\$ 6,617,337</b>	<b>\$ 6,897,651</b>	<b>\$ 7,293,197</b>





# Finance and Administration

## Finance and Administration Division Organizational Chart



### Finance and Administration Division

The Finance and Administration Division supports OCTA's goals and objectives through a wide range of fiduciary and administrative activities. This division analyzes fiscal issues and advises the Board of Directors in the areas of long-term financing, fund planning, annual budget, and compliance with generally accepted accounting standards. Staff works closely with federal, state, and local agencies to ensure the

continued and successful receipt of grant funding and compliance with enabling regulations. The division is responsible for contract management, purchasing, and materials management, provides guidance for the implementation of technology, and oversees facilities management, records management, and a variety of other support functions.



## Finance and Administration Staffing

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Director, Finance and Administration</u>			
Director	1.00	1.00	1.00
Executive Assistant	2.00	2.00	2.00
Executive Director	1.00	1.00	1.00
<b>Executive Director, Finance and Administration</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<u>Accounting and Financial Reporting</u>			
Accountant	4.00	4.00	4.00
Accounting Specialist	9.00	9.00	9.00
Business Systems Analyst	1.00	1.00	1.00
Department Manager	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00
Section Manager	5.00	5.00	5.00
<b>Accounting and Financial Reporting</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>
<u>Financial Planning and Analysis</u>			
Department Manager	1.00	1.00	1.00
Financial Analyst	6.00	8.00	7.00
Section Manager	2.00	2.00	3.00
<b>Financial Planning and Analysis</b>	<b>9.00</b>	<b>11.00</b>	<b>11.00</b>
<u>Revenue Administration</u>			
Department Manager	1.00	1.00	1.00
Financial Analyst	2.00	3.00	3.00
Grants Technician	1.00	0.00	0.00
IS Enterprise Architect	1.00	0.00	0.00
Section Manager	0.00	1.00	2.00
Section Supervisor	1.00	1.00	0.00
<b>Revenue Administration</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

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# Finance and Administration

## Finance and Administration Staffing, continued

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Contracts Administration and Material Management</u>			
Business Systems Analyst	1.00	1.00	1.00
Buyer	4.00	4.00	4.00
Contract Administrator	16.00	15.00	15.00
Department Manager	2.00	2.00	2.00
Director	1.00	1.00	1.00
Equipment Parts Clerk	17.00	17.00	17.00
Executive Assistant	1.00	1.00	1.00
Inventory Analyst	1.00	1.00	1.00
Materials Management Planner	1.00	1.00	1.00
Office Specialist	2.00	2.00	2.00
Section Manager	4.00	5.00	5.00
Section Supervisor	3.00	3.00	3.00
Stockroom Clerk	2.00	2.00	2.00
Warranty Coordinator	2.00	2.00	2.00
<b>Contracts Administration and Material Management</b>	<b>57.00</b>	<b>57.00</b>	<b>57.00</b>
<u>Information Systems</u>			
Business Intelligence Analyst	1.00	0.00	0.00
Business Systems Analyst	7.00	9.00	9.00
Data Architect	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00
Department Manager	3.00	2.00	2.00
Director	1.00	1.00	1.00
Executive Assistant	0.00	1.00	1.00
Help Desk Technician	3.00	3.00	3.00
Intranet Specialist	0.00	1.00	1.00
IS Bus Strategist	1.00	0.00	0.00
IS Project Manager	2.00	4.00	4.00
IS Security Analyst	1.00	1.00	1.00
IS Systems Architect	1.00	1.00	1.00
Network Analyst	2.00	2.00	1.00
Office Specialist	2.00	1.00	0.00
Programmer Analyst	2.00	2.00	2.00
Section Manager	4.00	4.00	4.00
Systems Software Analyst	5.00	4.00	5.00
Telecommunications Coordinator	1.00	1.00	1.00
Transit Project Manager	1.00	0.00	0.00
Transportation Analyst	0.00	1.00	1.00
<b>Information Systems</b>	<b>39.00</b>	<b>40.00</b>	<b>39.00</b>

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## Finance and Administration Staffing, continued

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>General Services</u>			
Accounting Specialist	1.00	1.00	1.00
Digital Reprographics	3.00	3.00	3.00
General Services Specialist	5.00	5.00	5.00
Office Specialist	5.00	5.00	5.00
Records Management Administrator	1.00	1.00	1.00
Section Manager	2.00	2.00	2.00
Section Supervisor	2.00	2.00	3.00
<b>General Services</b>	<b>19.00</b>	<b>19.00</b>	<b>20.00</b>
<u>Treasury Department</u>			
Department Manager	1.00	1.00	1.00
Deputy Treasurer	1.00	1.00	1.00
<b>Treasury Department</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>Total Finance and Administration</b>	<b>157.00</b>	<b>160.00</b>	<b>160.00</b>



# Finance and Administration

## Finance and Administration Expenses by Account

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	12,733,787	13,205,004	13,929,408
7150 Extra Help Employees	81,584	134,000	140,250
7209 Deferred Compensation	247,287	388,059	408,464
7210 Pensions	4,074,224	4,222,082	4,323,812
7220 Insurances	334,585	437,830	461,134
7240 Health Care	2,487,998	2,653,171	2,736,483
7260 Compensated Absences	1,584,400	1,684,911	1,740,608
7270 Workers' Compensation	267,169	314,587	331,986
7280 Other Benefits	770,804	828,293	954,006
<b>Subtotal Salaries and Benefits</b>	<b>\$ 22,581,838</b>	<b>\$ 23,867,937</b>	<b>\$ 25,026,151</b>
<u>Services and Supplies</u>			
7510 Professional Services	4,680,905	5,327,660	6,493,144
7540 Insurance Claims Expense	444	0	0
7610 Outside Services	5,602,172	6,407,633	6,923,845
7630 Advertising Fees	44,418	53,500	56,500
7640 Utilities	2,935,587	2,900,904	2,944,866
7650 Travel, Training, and Mileage	110,555	116,325	151,818
7660 Office Expense	991,321	1,867,091	3,253,995
7670 Miscellaneous Expense	130,820	151,624	163,936
7690 Leases	3,890,994	3,934,106	3,785,507
7710 Fuels and Lubricants	1,174	3,000	2,000
7750 Maintenance Expense	752,661	153,000	373,500
7790 Other Materials and Supplies	37,383	39,500	37,500
7830 Contributions to Other Agencies	14,200	13,465	13,465
<b>Subtotal Services and Supplies</b>	<b>\$ 19,192,634</b>	<b>\$ 20,967,808</b>	<b>\$ 24,200,076</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	882,611	351,000	2,935,240
<b>Subtotal Capital Expenditure</b>	<b>\$ 882,611</b>	<b>\$ 351,000</b>	<b>\$ 2,935,240</b>
<b>Total Uses</b>	<b>\$ 42,657,083</b>	<b>\$ 45,186,745</b>	<b>\$ 52,161,467</b>





## Executive Director, Finance and Administration (F&A)

The Executive Director of Finance and Administration encompasses the general oversight and management of the division. The department is responsible for initiating division-wide policy directives and the attainment of goals and objectives. The department undertakes all F&A personnel actions and ensures compliance with personnel related policies and procedures.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Executive Director, Finance and Administration</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	527,656	518,065	539,283
7209 Deferred Compensation	21,062	15,504	16,128
7210 Pensions	172,363	170,512	172,488
7220 Insurances	13,155	17,463	18,173
7240 Health Care	75,121	72,471	74,061
7260 Compensated Absences	58,965	65,539	67,814
7270 Workers' Compensation	11,026	8,201	8,650
7280 Other Benefits	44,862	47,226	47,756
<b>Subtotal Salaries and Benefits</b>	<b>\$ 924,210</b>	<b>\$ 914,981</b>	<b>\$ 944,353</b>
<u>Services and Supplies</u>			
7510 Professional Services	1,409,322	1,399,000	1,270,000
7650 Travel, Training, and Mileage	3,436	3,580	4,706
7660 Office Expense	2,478	2,500	2,500
7670 Miscellaneous Expense	8,302	9,370	9,620
7830 Contributions to Other Agencies	14,200	13,465	13,465
<b>Subtotal Services and Supplies</b>	<b>\$ 1,437,738</b>	<b>\$ 1,427,915</b>	<b>\$ 1,300,291</b>
<b>Executive Director, Finance and Administration Total</b>	<b>\$ 2,361,948</b>	<b>\$ 2,342,896</b>	<b>\$ 2,244,644</b>



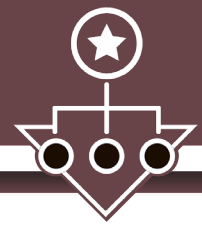
## Finance and Administration

### Accounting and Financial Reporting

The Accounting and Financial Reporting Department is responsible for the general accounting, financial reporting, fixed asset accounting, treasury accounting, accounts payable, accounts receivable, billing, and payroll functions. The department also produces annual reports and audited financial statements including the Comprehensive Annual Financial Report, the

Orange County Local Transportation Authority financial statements, National Transit Database report, Cost Allocation Plan, Measure M2 status reports, and the 91 Express Lanes financial statements.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Accounting and Financial Reporting</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,673,622	1,631,450	1,691,587
7209 Deferred Compensation	29,487	48,689	50,436
7210 Pensions	534,190	519,903	524,346
7220 Insurances	43,414	54,845	56,835
7240 Health Care	372,547	366,104	375,164
7260 Compensated Absences	222,064	205,823	212,069
7270 Workers' Compensation	34,603	43,058	45,411
7280 Other Benefits	79,798	90,654	92,128
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,989,725</b>	<b>\$ 2,960,526</b>	<b>\$ 3,047,976</b>
<u>Services and Supplies</u>			
7510 Professional Services	13,806	27,000	24,800
7610 Outside Services	102,767	112,000	112,000
7630 Advertising Fees	2,106	1,500	2,500
7650 Travel, Training, and Mileage	11,950	14,856	19,468
7660 Office Expense	16,072	14,230	13,450
7670 Miscellaneous Expense	6,518	8,710	9,405
<b>Subtotal Services and Supplies</b>	<b>\$ 153,219</b>	<b>\$ 178,296</b>	<b>\$ 181,623</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	64,364	0	0
<b>Subtotal Capital Expenditure</b>	<b>\$ 64,364</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Accounting and Financial Reporting Total</b>	<b>\$ 3,207,308</b>	<b>\$ 3,138,822</b>	<b>\$ 3,229,599</b>



**Financial Planning and Analysis**

The Financial Planning and Analysis Department is responsible for developing and maintaining the financial plans of OCTA. These plans include the annual budget, Comprehensive Business Plan, and fixed asset replacement planning. The department is responsible for conducting various fiscal studies, monitoring expenditures, reporting budget variances, overseeing bus transit contracts, and verifying budget authority for requisitions.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Financial Planning and Analysis</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,238,321	955,641	982,190
7150 Extra Help Employees	0	13,000	12,750
7209 Deferred Compensation	21,429	28,600	29,373
7210 Pensions	386,657	305,868	305,819
7220 Insurances	29,023	32,214	33,097
7240 Health Care	204,371	155,531	158,440
7260 Compensated Absences	126,774	120,897	123,506
7270 Workers' Compensation	25,414	22,554	25,949
7280 Other Benefits	93,895	53,246	53,539
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,125,884</b>	<b>\$ 1,687,551</b>	<b>\$ 1,724,663</b>
<u>Services and Supplies</u>			
7510 Professional Services	201,622	177,240	185,536
7650 Travel, Training, and Mileage	6,527	6,462	8,814
7660 Office Expense	17,644	3,678	16,000
7670 Miscellaneous Expense	150	560	793
<b>Subtotal Services and Supplies</b>	<b>\$ 225,943</b>	<b>\$ 187,940</b>	<b>\$ 211,143</b>
<b>Financial Planning and Analysis Total</b>	<b>\$ 2,351,827</b>	<b>\$ 1,875,491</b>	<b>\$ 1,935,806</b>

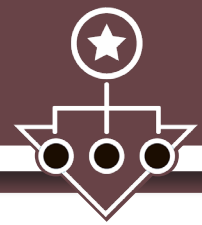


## Finance and Administration

### Revenue Administration

The Revenue Administration Department is tasked with the management and administration of all federal and state grants from the point of grant award through the close-out process. The department ensures accurate and timely receipt of all grant funds and certifies that OCTA meets all federal and state compliance requirements. In addition, this department is responsible for all revenue administration, including fare policy and adjustments, fare stabilization revenue, administration of the Transportation Development Act, and local sales tax revenue administration.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Revenue Administration</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	0	463,484	602,206
7150 Extra Help Employees	0	0	12,750
7209 Deferred Compensation	0	13,870	18,009
7210 Pensions	0	148,107	187,691
7220 Insurances	2,948	15,626	20,296
7240 Health Care	0	80,527	98,737
7260 Compensated Absences	0	58,632	75,726
7270 Workers' Compensation	0	12,302	10,812
7280 Other Benefits	0	25,823	32,825
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,948</b>	<b>\$ 818,371</b>	<b>\$ 1,059,052</b>
<u>Services and Supplies</u>			
7510 Professional Services	0	0	100,000
7610 Outside Services	0	0	387,821
7650 Travel, Training, and Mileage	622	2,182	11,125
7660 Office Expense	0	4,000	7,500
7670 Miscellaneous Expense	0	350	1,260
<b>Subtotal Services and Supplies</b>	<b>\$ 622</b>	<b>\$ 6,532</b>	<b>\$ 507,706</b>
<b>Revenue Administration Total</b>	<b>\$ 3,570</b>	<b>\$ 824,903</b>	<b>\$ 1,566,758</b>



**Contracts Administration and Material Management (Camm)**

The Camm Department is responsible for contracting and purchasing all goods and services, implementing the federal Disadvantaged Business Enterprise Program, stocking and issuing bus parts, implementing a parts warranty program and managing the bus inventory. The department staff handles all procurement activity including the preparation of solicitation documents, conducting pre-proposal meetings, chairing evaluation committee meetings, negotiating contract terms and conditions, and administering the contractual aspects of the project through completion.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Contracts Administration and Material Management</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	3,905,904	4,150,343	4,356,967
7150 Extra Help Employees	48,623	79,000	67,150
7209 Deferred Compensation	69,020	117,461	122,569
7210 Pensions	1,224,212	1,322,220	1,340,921
7220 Insurances	103,471	133,020	138,977
7240 Health Care	808,469	917,120	940,813
7260 Compensated Absences	531,911	541,037	538,499
7270 Workers' Compensation	81,109	103,399	109,255
7280 Other Benefits	174,696	263,440	263,174
<b>Subtotal Salaries and Benefits</b>	<b>\$ 6,947,415</b>	<b>\$ 7,627,040</b>	<b>\$ 7,878,325</b>
<u>Services and Supplies</u>			
7510 Professional Services	231,748	325,000	330,005
7540 Insurance Claims Expense	444	0	0
7610 Outside Services	1,545	45,000	44,000
7630 Advertising Fees	42,312	52,000	54,000
7650 Travel, Training, and Mileage	6,449	12,145	15,405
7660 Office Expense	19,627	11,600	14,645
7670 Miscellaneous Expense	77,837	90,524	95,973
7750 Maintenance Expense	749,019	150,000	370,000
7790 Other Materials and Supplies	12,412	3,000	3,000
<b>Subtotal Services and Supplies</b>	<b>\$ 1,141,393</b>	<b>\$ 689,269</b>	<b>\$ 927,028</b>
<b>Contracts Administration and Material Management Total</b>	<b>\$ 8,088,808</b>	<b>\$ 8,316,309</b>	<b>\$ 8,805,353</b>



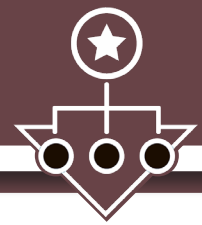


## Finance and Administration

### Information Systems

The Information Systems Department manages the effective and secure delivery of computing and communication solutions to all OCTA business units. The department is responsible for providing reliable computing, systems and business support, business intelligence/analytics, cybersecurity, project management, and technology training. Information Systems is also responsible for OCTA's Innovation Office which researches and deploys innovative ideas and technologies in the transportation industry.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Information Systems</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	4,191,031	4,219,999	4,342,941
7150 Extra Help Employees	32,365	42,000	47,600
7209 Deferred Compensation	82,735	126,142	129,732
7210 Pensions	1,367,172	1,350,983	1,352,777
7220 Insurances	108,683	142,091	146,182
7240 Health Care	716,731	738,060	729,075
7260 Compensated Absences	493,156	533,226	545,481
7270 Workers' Compensation	87,822	82,015	84,336
7280 Other Benefits	279,043	244,039	245,637
<b>Subtotal Salaries and Benefits</b>	<b>\$ 7,358,738</b>	<b>\$ 7,478,555</b>	<b>\$ 7,623,761</b>
<u>Services and Supplies</u>			
7510 Professional Services	2,474,058	3,153,500	4,118,003
7610 Outside Services	4,390,894	5,283,168	5,855,224
7640 Utilities	1,025,648	876,900	932,862
7650 Travel, Training, and Mileage	77,170	65,076	75,813
7660 Office Expense	396,168	856,910	2,106,500
7670 Miscellaneous Expense	1,512	2,400	2,825
7750 Maintenance Expense	1,347	3,000	3,500
<b>Subtotal Services and Supplies</b>	<b>\$ 8,366,797</b>	<b>\$ 10,240,954</b>	<b>\$ 13,094,727</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	604,810	351,000	2,935,240
<b>Subtotal Capital Expenditure</b>	<b>\$ 604,810</b>	<b>\$ 351,000</b>	<b>\$ 2,935,240</b>
<b>Information Systems Total</b>	<b>\$ 16,330,345</b>	<b>\$ 18,070,509</b>	<b>\$ 23,653,728</b>



**General Services**

The General Services Department provides a variety of support services to OCTA, including all matters relating to lease agreements, office renovations, furniture assignment and upkeep, and acts as liaison between property management and OCTA. In addition, the department oversees records management, mail services, reprographics, OCTA Store, and OCTA’s receptionist staff.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>General Services</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,031,654	1,045,677	1,128,097
7150 Extra Help Employees	596	0	0
7209 Deferred Compensation	19,841	31,199	33,660
7210 Pensions	335,731	334,077	350,816
7220 Insurances	29,252	35,142	37,931
7240 Health Care	261,371	276,644	319,127
7260 Compensated Absences	124,412	131,883	141,531
7270 Workers' Compensation	23,748	38,957	43,248
7280 Other Benefits	92,801	91,588	203,350
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,919,406</b>	<b>\$ 1,985,167</b>	<b>\$ 2,257,760</b>
<u>Services and Supplies</u>			
7510 Professional Services	160,260	180,920	325,000
7610 Outside Services	1,106,966	967,465	524,800
7640 Utilities	1,909,939	2,024,004	2,012,004
7650 Travel, Training, and Mileage	4,256	9,980	13,926
7660 Office Expense	434,226	854,058	973,400
7670 Miscellaneous Expense	3,839	7,050	10,300
7690 Leases	3,890,994	3,934,106	3,785,507
7710 Fuels and Lubricants	1,174	3,000	2,000
7750 Maintenance Expense	2,295	0	0
7790 Other Materials and Supplies	24,971	36,500	34,500
<b>Subtotal Services and Supplies</b>	<b>\$ 7,538,920</b>	<b>\$ 8,017,083</b>	<b>\$ 7,681,437</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	213,437	0	0
<b>Subtotal Capital Expenditure</b>	<b>\$ 213,437</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>General Services Total</b>	<b>\$ 9,671,763</b>	<b>\$ 10,002,250</b>	<b>\$ 9,939,197</b>



## Finance and Administration

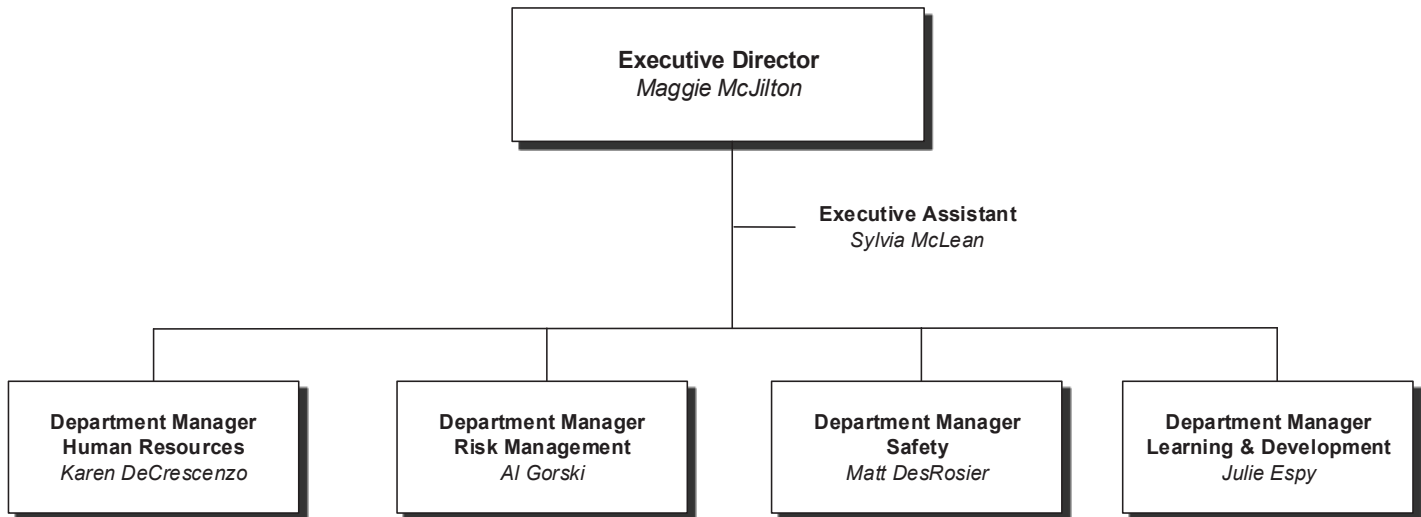
### Treasury

The Treasury Department is responsible for OCTA's investment portfolio and debt obligations. The department also manages OCTA's cash flow requirements, oversees and directs the investment of cash assets, monitors the performance of investment managers, oversees the investment components of the defined contribution programs, and develops financing strategies to support operational goals and capital programs/acquisitions. The department also works closely with bond-rating agencies to maintain OCTA's strong credit ratings and to ensure that OCTA is well received by the investment community.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Treasury Department</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	165,599	220,345	286,137
7209 Deferred Compensation	3,713	6,594	8,557
7210 Pensions	53,899	70,412	88,954
7220 Insurances	4,639	7,429	9,643
7240 Health Care	49,388	46,714	41,066
7260 Compensated Absences	27,118	27,874	35,982
7270 Workers' Compensation	3,447	4,101	4,325
7280 Other Benefits	5,709	12,277	15,597
<b>Subtotal Salaries and Benefits</b>	<b>\$ 313,512</b>	<b>\$ 395,746</b>	<b>\$ 490,261</b>
<u>Services and Supplies</u>			
7510 Professional Services	190,089	65,000	139,800
7650 Travel, Training, and Mileage	145	2,044	2,561
7660 Office Expense	105,106	120,115	120,000
7670 Miscellaneous Expense	32,662	32,660	33,760
<b>Subtotal Services and Supplies</b>	<b>\$ 328,002</b>	<b>\$ 219,819</b>	<b>\$ 296,121</b>
<b>Treasury Department Total</b>	<b>\$ 641,514</b>	<b>\$ 615,565</b>	<b>\$ 786,382</b>



## Human Resources and Organizational Development Organizational Chart



### Human Resources and Organizational Development Division (HR&OD)

The HR&OD Division supports OCTA's goals and objectives by ensuring the development and welfare of its employees, through long-term strategic planning and partnership. The HR&OD Division carries the responsibility for OCTA's functions in relation to employment, compensation, benefits, risk management, training, labor, employee relations, health, safety, environmental compliance, management services, internal communications, and organizational development.



# Human Resources and Organizational Development

## Human Resources and Organizational Development Staffing

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Director, HR&amp;OD</u>			
Executive Assistant	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00
<b>Executive Director, HR&amp;OD</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<u>Human Resources</u>			
Administrative Specialist	1.00	1.00	1.00
Benefit Analyst	4.00	5.00	6.00
Business Systems Analyst	1.00	1.00	1.00
Compensation Analyst	3.00	3.00	3.00
Department Manager	2.00	2.00	2.00
Employee Relations Rep	3.00	3.00	3.00
HR Business Partner	1.00	1.00	1.00
Human Resources Representative	6.00	5.00	5.00
Intranet Specialist	1.00	0.00	0.00
Office Specialist	2.00	1.00	1.00
Safety, Health & Environmental Specialist	0.00	1.00	1.00
Section Manager	2.00	2.00	2.00
Section Supervisor	1.00	1.00	1.00
<b>Human Resources</b>	<b>27.00</b>	<b>26.00</b>	<b>27.00</b>
<u>Learning and Development</u>			
Administrative Specialist	1.00	0.00	0.00
Department Manager	1.00	1.00	1.00
Learning and Development Administrator	3.00	3.00	3.00
Office Specialist	0.00	0.00	1.00
<b>Learning and Development</b>	<b>5.00</b>	<b>4.00</b>	<b>5.00</b>
<u>Risk Management</u>			
Administrative Specialist	3.00	3.00	3.00
Claims Representative	1.00	1.00	1.00
Department Manager	1.00	1.00	1.00
Section Manager	1.00	1.00	1.00
Worker's Comp Program Specialist	1.00	1.00	1.00
<b>Risk Management</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

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## Human Resources and Organizational Development Staffing, continued

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Safety</u>			
Administrative Specialist	0.00	1.00	1.00
Construction Safety Manager	1.00	2.00	1.00
Construction Safety Specialist	0.00	0.00	1.00
Department Manager	1.00	1.00	1.00
Rail Systems Safety Specialist	1.00	1.00	1.00
Safety, Health & Environmental Specialist	4.00	3.00	3.00
<b>Safety</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>
<b>Total HR&amp;OD</b>	<b>48.00</b>	<b>47.00</b>	<b>49.00</b>



## Human Resources and Organizational Development

### Human Resources and Organizational Development Expenses by Account

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	3,643,735	3,945,122	4,190,383
7150 Extra Help Employees	53,326	103,400	88,400
7209 Deferred Compensation	65,147	118,041	125,308
7210 Pensions	1,122,399	1,275,454	1,313,544
7220 Insurances	100,622	132,959	141,203
7240 Health Care	368,484	761,901	771,527
7260 Compensated Absences	462,303	498,989	526,849
7270 Workers' Compensation	75,496	96,367	105,960
7280 Other Benefits	387,975	455,954	377,569
<b>Subtotal Salaries and Benefits</b>	<b>\$ 6,279,487</b>	<b>\$ 7,388,187</b>	<b>\$ 7,640,743</b>
<u>Services and Supplies</u>			
7510 Professional Services	634,952	770,289	858,579
7610 Outside Services	175,501	247,431	246,810
7630 Advertising Fees	40,467	60,000	55,000
7650 Travel, Training, and Mileage	112,835	76,182	108,923
7660 Office Expense	99,369	89,060	69,800
7670 Miscellaneous Expense	130,987	136,296	197,641
7690 Leases	3,050	3,300	0
7790 Other Materials and Supplies	20,385	24,993	292,285
<b>Subtotal Services and Supplies</b>	<b>\$ 1,217,546</b>	<b>\$ 1,407,551</b>	<b>\$ 1,829,038</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	0	49,000	0
<b>Subtotal Capital Expenditure</b>	<b>\$ 0</b>	<b>\$ 49,000</b>	<b>\$ 0</b>
<b>Total Uses</b>	<b>\$ 7,497,033</b>	<b>\$ 8,844,738</b>	<b>\$ 9,469,781</b>



## Executive Director, HR&OD

The Executive Director of HR&OD provides strategic initiatives in support of the operational, financial, and long-term functions of the HR&OD Division and OCTA. The Executive Director, in alignment with direction from the Board of Directors, aligns the divisions within OCTA for talent acquisition and management, as well as workforce development, state and federal regulations compliance, and risk mitigation.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Executive Director, HR&amp;OD</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	243,473	264,874	261,272
7209 Deferred Compensation	5,697	7,927	7,814
7210 Pensions	55,325	87,123	83,642
7220 Insurances	5,917	8,928	8,804
7240 Health Care	9,032	23,584	9,740
7260 Compensated Absences	28,268	33,507	32,854
7270 Workers' Compensation	4,762	4,101	4,325
7280 Other Benefits	8,389	23,938	23,422
<b>Subtotal Salaries and Benefits</b>	<b>\$ 360,863</b>	<b>\$ 453,982</b>	<b>\$ 431,873</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	2,010	6,098	6,098
7660 Office Expense	8,457	2,000	2,000
7670 Miscellaneous Expense	1,371	4,000	5,500
7790 Other Materials and Supplies	31	2,000	500
<b>Subtotal Services and Supplies</b>	<b>\$ 11,869</b>	<b>\$ 14,098</b>	<b>\$ 14,098</b>
<b>Executive Director, HR&amp;OD Total</b>	<b>\$ 372,732</b>	<b>\$ 468,080</b>	<b>\$ 445,971</b>



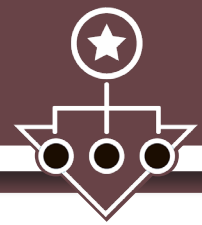
# Human Resources and Organizational Development

## Human Resources

The Human Resources Department is responsible for human resource planning, employment processes, administering compensation and employee benefits, resolving employee grievances, and overseeing labor and employee relations. Activities include benefit programs, performance management, employee health insurance, retirement programs, recruitment and selection, wage administration, job descriptions, job evaluations, and leaves of absence. Human Resources

is also responsible for administering three collective bargaining agreements with represented employees, facilitating resolution of workplace conflicts, and administering dispute resolution procedures for both represented and non-represented employees.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Human Resources</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,891,912	2,025,121	2,154,294
7150 Extra Help Employees	25,355	44,400	39,950
7209 Deferred Compensation	27,203	60,590	64,414
7210 Pensions	598,250	657,292	676,334
7220 Insurances	52,869	68,248	72,588
7240 Health Care	103,466	436,456	443,549
7260 Compensated Absences	240,331	256,125	270,823
7270 Workers' Compensation	39,820	53,309	58,386
7280 Other Benefits	226,036	234,809	157,401
<b>Subtotal Salaries and Benefits</b>	<b>\$ 3,205,242</b>	<b>\$ 3,836,350</b>	<b>\$ 3,937,739</b>
<u>Services and Supplies</u>			
7510 Professional Services	364,748	454,000	624,984
7610 Outside Services	9,128	11,000	31,810
7630 Advertising Fees	40,467	60,000	55,000
7650 Travel, Training, and Mileage	33,027	24,838	33,830
7660 Office Expense	39,931	48,910	28,000
7670 Miscellaneous Expense	52,077	49,815	87,182
7790 Other Materials and Supplies	0	0	284,935
<b>Subtotal Services and Supplies</b>	<b>\$ 539,378</b>	<b>\$ 648,563</b>	<b>\$ 1,145,741</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	0	49,000	0
<b>Subtotal Capital Expenditure</b>	<b>\$ 0</b>	<b>\$ 49,000</b>	<b>\$ 0</b>
<b>Human Resources Total</b>	<b>\$ 3,744,620</b>	<b>\$ 4,533,913</b>	<b>\$ 5,083,480</b>



## Learning and Development

The Learning and Development Department is responsible for all learning and development activities in the talent management lifecycle. The department functions as an internal consultant to other divisions, providing customized training, competency assessment, professional development, and assistance with acquiring and building training. The section also administers OCTA's Mentor Program and the educational reimbursement program for OCTA. This department retains a strategic focus, ensuring alignment between the strategic plan and core competencies.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Learning and Development</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	387,975	355,661	412,017
7150 Extra Help Employees	15,041	28,000	23,800
7209 Deferred Compensation	7,939	10,637	12,322
7210 Pensions	118,480	114,623	128,980
7220 Insurances	10,946	11,981	13,887
7240 Health Care	49,944	50,261	73,623
7260 Compensated Absences	46,307	44,961	51,809
7270 Workers' Compensation	7,962	8,201	10,812
7280 Other Benefits	114,845	124,804	122,459
<b>Subtotal Salaries and Benefits</b>	<b>\$ 759,439</b>	<b>\$ 749,129</b>	<b>\$ 849,709</b>
<u>Services and Supplies</u>			
7510 Professional Services	62,647	26,000	105,745
7650 Travel, Training, and Mileage	50,170	30,086	49,474
7660 Office Expense	35,489	29,500	30,000
7670 Miscellaneous Expense	22,408	18,150	20,129
<b>Subtotal Services and Supplies</b>	<b>\$ 170,714</b>	<b>\$ 103,736</b>	<b>\$ 205,348</b>
<b>Learning and Development Total</b>	<b>\$ 930,153</b>	<b>\$ 852,865</b>	<b>\$ 1,055,057</b>



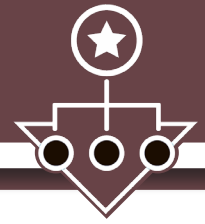
## Human Resources and Organizational Development

### Risk Management

The Risk Management Department is responsible for protecting OCTA's assets and property from the adverse consequences of accidental losses. The department evaluates and procures all appropriate forms and limits of liability, property, and other related insurance coverage. Additionally, the department manages OCTA's self-insured liability, subrogation, and workers' compensation programs, and develops and recommends strategically focused loss control programs to reduce claims losses.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Risk Management</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	471,617	559,811	572,093
7150 Extra Help Employees	0	14,000	11,900
7209 Deferred Compensation	16,658	16,752	17,111
7210 Pensions	152,457	179,416	178,297
7220 Insurances	13,086	18,870	19,275
7240 Health Care	99,705	124,998	120,699
7260 Compensated Absences	64,343	70,821	71,936
7270 Workers' Compensation	9,856	14,353	15,137
7280 Other Benefits	25,906	31,191	31,185
<b>Subtotal Salaries and Benefits</b>	<b>\$ 853,628</b>	<b>\$ 1,030,212</b>	<b>\$ 1,037,633</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	5,346	6,129	7,199
7660 Office Expense	4,770	3,600	4,000
7670 Miscellaneous Expense	1,603	1,850	2,220
<b>Subtotal Services and Supplies</b>	<b>\$ 11,719</b>	<b>\$ 11,579</b>	<b>\$ 13,419</b>
<b>Risk Management Total</b>	<b>\$ 865,347</b>	<b>\$ 1,041,791</b>	<b>\$ 1,051,052</b>





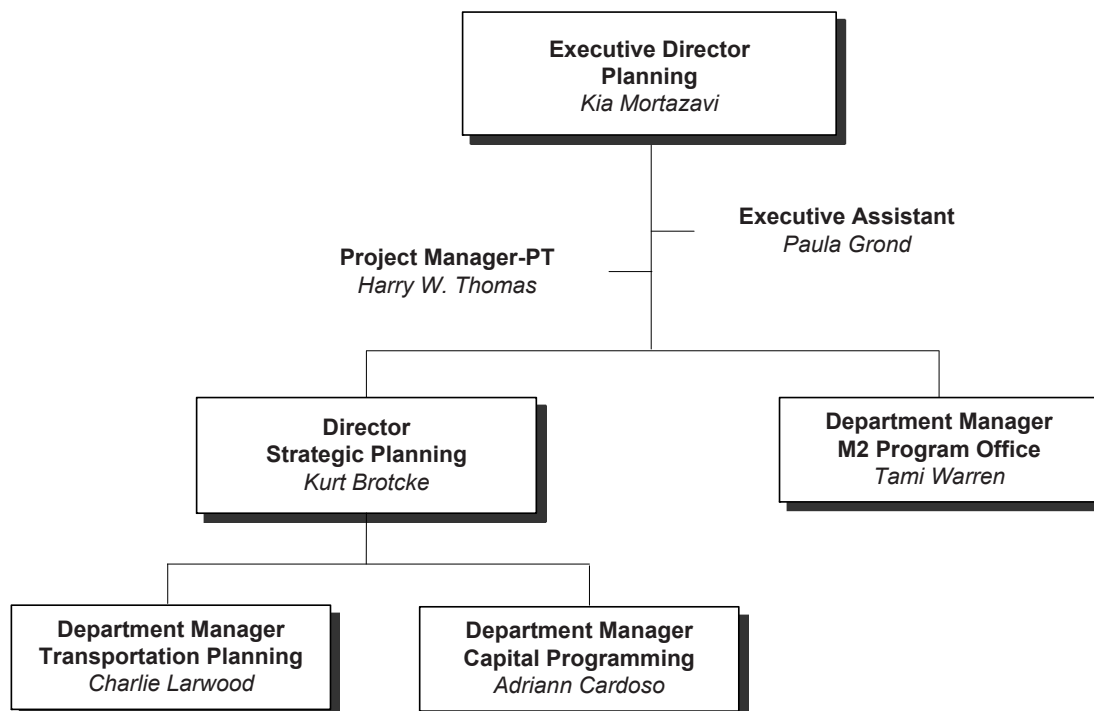
## Safety

The Safety Department is responsible for ensuring OCTA is compliant with all applicable health, safety and environmental standards, codes, and regulations. Staff of the department develops and implements authority-wide employee, fleet, and system safety programs.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Safety</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	648,758	739,655	790,707
7150 Extra Help Employees	12,930	17,000	12,750
7209 Deferred Compensation	7,650	22,135	23,647
7210 Pensions	197,887	237,000	246,291
7220 Insurances	17,804	24,932	26,649
7240 Health Care	106,337	126,602	123,916
7260 Compensated Absences	83,054	93,575	99,427
7270 Workers' Compensation	13,096	16,403	17,300
7280 Other Benefits	12,799	41,212	43,102
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,100,315</b>	<b>\$ 1,318,514</b>	<b>\$ 1,383,789</b>
<u>Services and Supplies</u>			
7510 Professional Services	207,557	290,289	127,850
7610 Outside Services	166,373	236,431	215,000
7650 Travel, Training, and Mileage	22,282	9,031	12,322
7660 Office Expense	10,722	5,050	5,800
7670 Miscellaneous Expense	53,528	62,481	82,610
7690 Leases	3,050	3,300	0
7790 Other Materials and Supplies	20,354	22,993	6,850
<b>Subtotal Services and Supplies</b>	<b>\$ 483,866</b>	<b>\$ 629,575</b>	<b>\$ 450,432</b>
<b>Safety Total</b>	<b>\$ 1,584,181</b>	<b>\$ 1,948,089</b>	<b>\$ 1,834,221</b>



## Planning Division Organizational Chart



### Planning Division

OCTA's Planning Division is responsible for developing future transportation solutions and securing funding for transportation improvements in collaboration with local and regional transportation agencies, while ensuring adherence to Board policies and direction, Measure M2 requirements, and compliance with state and federal mandates. Underpinning this work effort is the stated mission of the Planning Division: to provide planning and programming for transportation initiatives that meet the mobility needs of Orange County, consistent with the OCTA Strategic Plan.



**Planning Division Staffing**

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Director, Planning</u>			
Department Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00
Program Management Analyst	2.00	2.00	2.00
<b>Executive Director, Planning</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<u>Director, Strategic Planning</u>			
Director	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00
<b>Director, Strategic Planning</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<u>Planning and Analysis</u>			
Business Unit Analyst	0.50	0.50	0.00
Department Manager	1.00	2.00	2.00
GIS Analyst	0.00	2.00	2.00
Program Manager	1.00	1.00	1.00
Project Manager	3.00	3.00	3.00
Section Manager	3.00	4.00	4.00
Strategic Plan Officer	1.00	1.00	1.00
Transportation Analyst	13.50	10.50	10.50
<b>Planning and Analysis</b>	<b>23.00</b>	<b>24.00</b>	<b>23.50</b>
<u>Capital and Local Programs</u>			
Business Unit Analyst	0.00	0.00	1.00
Department Manager	1.00	1.00	1.00
Office Specialist	1.00	1.00	0.00
Section Manager	3.00	3.00	5.00
Transportation Analyst	4.00	4.00	4.50
Transportation Funding Specialist	1.00	1.00	0.00
<b>Capital and Local Programs</b>	<b>10.00</b>	<b>10.00</b>	<b>11.50</b>
<b>Total Planning</b>	<b>41.00</b>	<b>42.00</b>	<b>43.00</b>



# Planning

## Planning Division Expenses by Account

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Salaries and Benefits</b>			
7110 Salaries-Regular Employees	3,652,103	4,114,242	4,436,943
7150 Extra Help Employees	83,312	113,000	134,890
7209 Deferred Compensation	78,221	123,124	132,697
7210 Pensions	1,085,818	1,323,928	1,389,246
7220 Insurances	99,767	138,694	149,521
7240 Health Care	563,163	649,307	674,389
7260 Compensated Absences	484,786	520,471	557,927
7270 Workers' Compensation	76,661	88,166	92,460
7280 Other Benefits	168,154	249,398	261,612
<b>Subtotal Salaries and Benefits</b>	<b>\$ 6,291,985</b>	<b>\$ 7,320,330</b>	<b>\$ 7,829,685</b>
<b>Services and Supplies</b>			
7510 Professional Services	1,188,982	2,575,000	2,925,000
7650 Travel, Training, and Mileage	32,714	28,540	33,542
7660 Office Expense	8,042	11,920	11,200
7670 Miscellaneous Expense	7,238	14,005	16,825
7830 Contributions to Other Agencies	0	100,000	0
<b>Subtotal Services and Supplies</b>	<b>\$ 1,236,976</b>	<b>\$ 2,729,465</b>	<b>\$ 2,986,567</b>
<b>Total Uses</b>	<b>\$ 7,528,961</b>	<b>\$ 10,049,795</b>	<b>\$ 10,816,252</b>

### Executive Director, Planning

The Executive Director of Planning sets the division's direction and leads the planning, programming and program management efforts, as well as coordinates supporting activities with other OCTA divisions and external parties.

The Program Management Office (PMO) ensures seamless, effective, interdivisional communications of the M2 Transportation Investment Plan, and Ordinance No.3. The PMO leads the implementation of safeguard measures called for in the Ordinance No.3, including the preparation of quarterly reports to the Board, Triennial Performance Assessments, and Ten-Year Comprehensive reviews. While multiple organizational units within OCTA carry out the various activities related to M2 including finance, delivery, and accountability, the PMO is charged with the responsibility to assess, facilitate, and provide direction as needed to ensure OCTA is successful in meeting the expectations of the public.

### Director, Strategic Planning

Strategic Planning identifies and recommends funding for the implementation of major new projects and programs in conjunction with outside transit agencies, transit advocacy, bikeway and pedestrian stakeholders and local jurisdictions. In addition to planning for freeways, streets and roads, transit, bikeway, and environmental initiatives, this department provides analytic support for the overall agency. It recommends the long-range vision for mobility in Orange County. The department recommends direction and monitors the implementation of the OCTA Strategic Plan, as well as supports the development and implementation of Board Chairman Initiatives, CEO Initiatives and Action Plan.



Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Executive Director, Planning</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	531,954	551,313	565,796
7150 Extra Help Employees	12,850	17,000	14,450
7209 Deferred Compensation	18,317	16,499	16,921
7210 Pensions	143,718	179,295	178,853
7220 Insurances	14,196	18,586	19,067
7240 Health Care	67,269	73,235	67,126
7260 Compensated Absences	64,558	69,745	71,145
7270 Workers' Compensation	11,446	10,252	10,812
7280 Other Benefits	45,668	39,899	40,021
<b>Subtotal Salaries and Benefits</b>	<b>\$ 909,976</b>	<b>\$ 975,824</b>	<b>\$ 984,191</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	669	242	363
7660 Office Expense	81	0	0
<b>Subtotal Services and Supplies</b>	<b>\$ 750</b>	<b>\$ 242</b>	<b>\$ 363</b>
<b>Executive Director, Planning Total</b>	<b>\$ 910,726</b>	<b>\$ 976,066</b>	<b>\$ 984,554</b>
<b>Director, Strategic Planning</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	299,007	362,854	377,997
7209 Deferred Compensation	12,280	10,859	11,305
7210 Pensions	50,279	118,434	119,929
7220 Insurances	8,794	12,232	12,739
7240 Health Care	37,478	39,625	49,927
7260 Compensated Absences	30,762	45,903	47,532
7270 Workers' Compensation	6,541	6,151	6,487
7280 Other Benefits	39,544	29,398	29,783
<b>Subtotal Salaries and Benefits</b>	<b>\$ 484,685</b>	<b>\$ 625,456</b>	<b>\$ 655,699</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	5,788	4,383	5,712
7660 Office Expense	7,959	10,720	10,000
7670 Miscellaneous Expense	241	850	850
<b>Subtotal Services and Supplies</b>	<b>\$ 13,988</b>	<b>\$ 15,953</b>	<b>\$ 16,562</b>
<b>Director, Strategic Planning Total</b>	<b>\$ 498,673</b>	<b>\$ 641,409</b>	<b>\$ 672,261</b>



## Planning

### Planning and Analysis

Planning and Analysis is responsible for the long-range regional transportation planning efforts, and developing transportation project concepts, plans and strategies for near-term transit service improvements. In addition, in support of non-motorized transportation, the department conducts regional bikeway and pedestrian studies. It is the lead in the implementation of the Measure M2 (M2) Freeway Environmental Mitigation Program and Environmental Cleanup Program. Also responsible for implementing multi-jurisdictional regional traffic signal synchronization projects and employs information technology to deliver analytical maps and information products by way of the Geographic Information System.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Planning and Analysis</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	2,126,975	2,393,595	2,446,779
7150 Extra Help Employees	49,492	65,000	72,250
7209 Deferred Compensation	38,765	71,631	73,179
7210 Pensions	678,503	767,322	763,364
7220 Insurances	57,072	80,688	82,452
7240 Health Care	330,014	390,947	369,294
7260 Compensated Absences	305,462	302,798	307,675
7270 Workers' Compensation	44,529	51,259	50,817
7280 Other Benefits	67,315	135,166	134,770
<b>Subtotal Salaries and Benefits</b>	<b>\$ 3,698,127</b>	<b>\$ 4,258,406</b>	<b>\$ 4,300,580</b>
<u>Services and Supplies</u>			
7510 Professional Services	1,044,569	2,575,000	2,925,000
7650 Travel, Training, and Mileage	12,907	13,601	14,505
7660 Office Expense	2	0	0
7670 Miscellaneous Expense	5,578	9,280	10,930
7830 Contributions to Other Agencies	0	100,000	0
<b>Subtotal Services and Supplies</b>	<b>\$ 1,063,056</b>	<b>\$ 2,697,881</b>	<b>\$ 2,950,435</b>
<b>Planning and Analysis Total</b>	<b>\$ 4,761,183</b>	<b>\$ 6,956,287</b>	<b>\$ 7,251,015</b>





### Capital and Local Programs

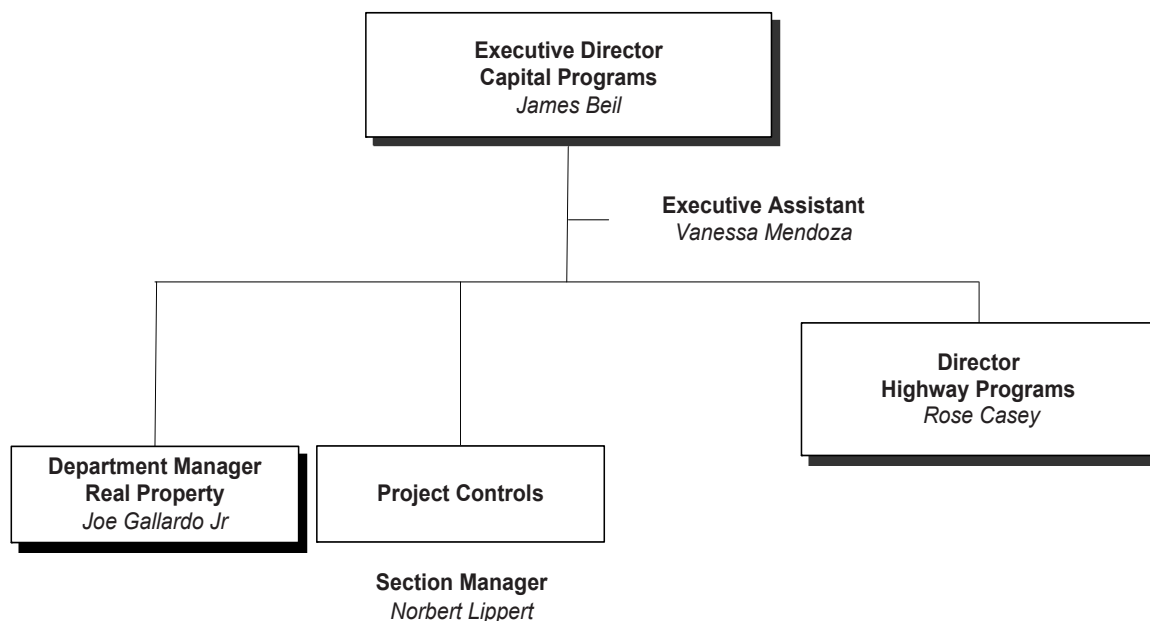
Capital and Local Programs is responsible for the funding of local, state, and federal programs by identifying, pursuing, and securing new state and federal funds. The department develops, implements, and administers the Measure M2 grant programs for streets and roads, transit extensions to Metrolink, community-based transit/circulators, transit stop amenities, and assists in the administration of water quality grants. In addition, it is also responsible for ensuring that local jurisdictions meet eligibility requirements for M2 funding as required by Ordinance No.3.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Capital and Local Programs</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	694,167	806,480	1,046,371
7150 Extra Help Employees	20,970	31,000	48,190
7209 Deferred Compensation	8,859	24,135	31,292
7210 Pensions	213,318	258,877	327,100
7220 Insurances	19,705	27,188	35,263
7240 Health Care	128,402	145,500	188,042
7260 Compensated Absences	84,004	102,025	131,575
7270 Workers' Compensation	14,145	20,504	24,344
7280 Other Benefits	15,627	44,935	57,038
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,199,197</b>	<b>\$ 1,460,644</b>	<b>\$ 1,889,215</b>
<u>Services and Supplies</u>			
7510 Professional Services	144,413	0	0
7650 Travel, Training, and Mileage	13,350	10,314	12,962
7660 Office Expense	0	1,200	1,200
7670 Miscellaneous Expense	1,419	3,875	5,045
<b>Subtotal Services and Supplies</b>	<b>\$ 159,182</b>	<b>\$ 15,389</b>	<b>\$ 19,207</b>
<b>Capital and Local Programs Total</b>	<b>\$ 1,358,379</b>	<b>\$ 1,476,033</b>	<b>\$ 1,908,422</b>



## Capital Programs

### Capital Programs Division Organizational Chart



### Capital Programs Division

The Capital Programs Division is responsible for implementing OCTA's highway projects, railroad grade separation projects, rail capital improvement projects, bus and transit facility improvements, and real estate services. The program of projects managed by the division includes Measure M2 and other state and federal funded projects. The division is responsible for project development activities from the initial preliminary engineering and environmental phase through construction completion. In addition to developing a variety of capital improvement projects, the division is also responsible for OCTA-owned transit and rail right-of-way management and leasing.



## Capital Programs Division Staffing

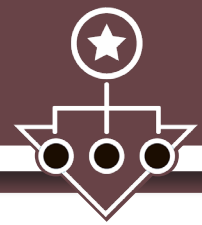
Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Director, Capital Programs</u>			
Department Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00
Program Manager	1.00	1.00	1.00
Project Controls Analyst	4.00	4.00	4.00
Real Property Agent	6.00	6.00	6.00
<b>Executive Director, Capital Programs</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
<u>Rail</u>			
Civil Engineer	2.00	2.00	2.00
Department Manager	3.00	3.00	3.00
Director	1.00	1.00	0.00
Executive Assistant	1.00	1.00	1.00
Project Manager	4.00	4.00	3.00
Rail Right-of-Way Administrator	1.00	1.00	0.00
Section Manager	1.00	1.00	0.00
Transportation Analyst	1.00	1.00	0.00
<b>Rail</b>	<b>14.00</b>	<b>14.00</b>	<b>9.00</b>
<u>Highway Project Delivery</u>			
Director	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00
Program Manager	4.00	4.00	4.00
Project Manager	5.00	5.00	5.00
<b>Highway Project Delivery</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Total Capital Programs</b>	<b>40.00</b>	<b>40.00</b>	<b>35.00</b>



## Capital Programs

### Capital Programs Division Expenses by Account

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Salaries and Benefits</b>			
7110 Salaries-Regular Employees	3,968,479	4,408,941	3,980,784
7150 Extra Help Employees	26,487	67,100	88,400
7209 Deferred Compensation	69,388	131,762	118,872
7210 Pensions	1,250,671	1,419,439	1,243,841
7220 Insurances	104,626	148,421	133,951
7240 Health Care	577,213	662,483	597,452
7260 Compensated Absences	489,268	556,997	499,812
7270 Workers' Compensation	82,180	82,015	75,684
7280 Other Benefits	209,313	282,112	235,079
<b>Subtotal Salaries and Benefits</b>	<b>\$ 6,777,625</b>	<b>\$ 7,759,270</b>	<b>\$ 6,973,875</b>
<b>Services and Supplies</b>			
7510 Professional Services	196,112	654,000	496,000
7610 Outside Services	756,954	650,000	740,000
7630 Advertising Fees	0	2,000	2,000
7650 Travel, Training, and Mileage	20,596	35,517	31,797
7660 Office Expense	25,164	21,290	22,448
7670 Miscellaneous Expense	10,890	14,234	16,317
7690 Leases	79,595	79,920	82,920
7790 Other Materials and Supplies	258	0	0
7820 Taxes	12,840	0	0
<b>Subtotal Services and Supplies</b>	<b>\$ 1,102,409</b>	<b>\$ 1,456,961</b>	<b>\$ 1,391,482</b>
<b>Capital Expenditure</b>			
9020 Capital Exp-Locally Funded	704,128	6,317,380	5,677,000
<b>Subtotal Capital Expenditure</b>	<b>\$ 704,128</b>	<b>\$ 6,317,380</b>	<b>\$ 5,677,000</b>
<b>Total Uses</b>	<b>\$ 8,584,162</b>	<b>\$ 15,533,611</b>	<b>\$ 14,042,357</b>



Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Executive Director, Capital Programs</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,257,300	1,439,556	1,464,942
7150 Extra Help Employees	3,925	14,000	23,800
7209 Deferred Compensation	22,180	42,901	43,632
7210 Pensions	405,985	463,587	456,864
7220 Insurances	33,254	48,330	49,170
7240 Health Care	191,737	235,525	234,811
7260 Compensated Absences	168,859	181,351	183,455
7270 Workers' Compensation	26,449	28,706	30,274
7280 Other Benefits	73,471	98,239	88,703
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,183,160</b>	<b>\$ 2,552,195</b>	<b>\$ 2,575,651</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	1,515	6,602	7,487
7660 Office Expense	2,327	2,500	3,850
7670 Miscellaneous Expense	1,077	2,215	4,003
<b>Subtotal Services and Supplies</b>	<b>\$ 4,919</b>	<b>\$ 11,317</b>	<b>\$ 15,340</b>
<b>Executive Director, Capital Programs Total</b>	<b>\$ 2,188,079</b>	<b>\$ 2,563,512</b>	<b>\$ 2,590,991</b>

## Executive Director, Capital Programs

The Executive Director of Capital Programs has the responsibility of ensuring that OCTA's highway and rail improvements are delivered in agreement with Board direction. The Capital Programs Division is organized around two functional areas to carry out its responsibilities and Capital Program's critical tasks through Project Controls and Real Property. Project Controls acts as an essential support function to the Highway Project Delivery Department by developing schedules and establishing budgets for the various capital programs. Real Property handles OCTA's right-of-way and real property activity, including real estate appraisal and right-of-way acquisition, relocation assistance, and property leases.



## Capital Programs

### Rail

The Rail Department is primarily responsible for sustaining, improving, and expanding Orange County's rail system by providing rail and transit facilities and upgrades that support and match the growth and development patterns of the county and region. In addition, the department is responsible for many complementary transit projects and programs such as the development and implementation of an efficient rail

transit system using OCTA owned railroad right-of-way in Orange County. These responsibilities include sustaining local transit connectors, developing grade separations and grade crossing safety improvements, which allow local agencies to establish railroad quiet zones, and constructing key rail stations and gateways to regional rail.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Rail</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,374,178	1,508,077	1,024,928
7150 Extra Help Employees	17,274	44,000	38,250
7209 Deferred Compensation	25,546	45,129	30,651
7210 Pensions	418,417	486,061	320,077
7220 Insurances	36,900	50,836	34,538
7240 Health Care	179,722	207,804	125,340
7260 Compensated Absences	156,994	190,781	128,880
7270 Workers' Compensation	27,887	28,705	19,461
7280 Other Benefits	55,365	93,269	55,928
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,292,283</b>	<b>\$ 2,654,662</b>	<b>\$ 1,778,053</b>
<u>Services and Supplies</u>			
7510 Professional Services	196,112	654,000	496,000
7610 Outside Services	756,954	650,000	740,000
7630 Advertising Fees	0	2,000	2,000
7650 Travel, Training, and Mileage	11,716	23,500	16,793
7660 Office Expense	15,551	13,600	13,419
7670 Miscellaneous Expense	7,272	9,050	9,345
7690 Leases	79,595	79,920	82,920
7790 Other Materials and Supplies	258	0	0
7820 Taxes	12,840	0	0
<b>Subtotal Services and Supplies</b>	<b>\$ 1,080,298</b>	<b>\$ 1,432,070</b>	<b>\$ 1,360,477</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	704,128	6,317,380	5,677,000
<b>Subtotal Capital Expenditure</b>	<b>\$ 704,128</b>	<b>\$ 6,317,380</b>	<b>\$ 5,677,000</b>
<b>Rail Total</b>	<b>\$ 4,076,709</b>	<b>\$ 10,404,112</b>	<b>\$ 8,815,530</b>





### Highway Project Delivery

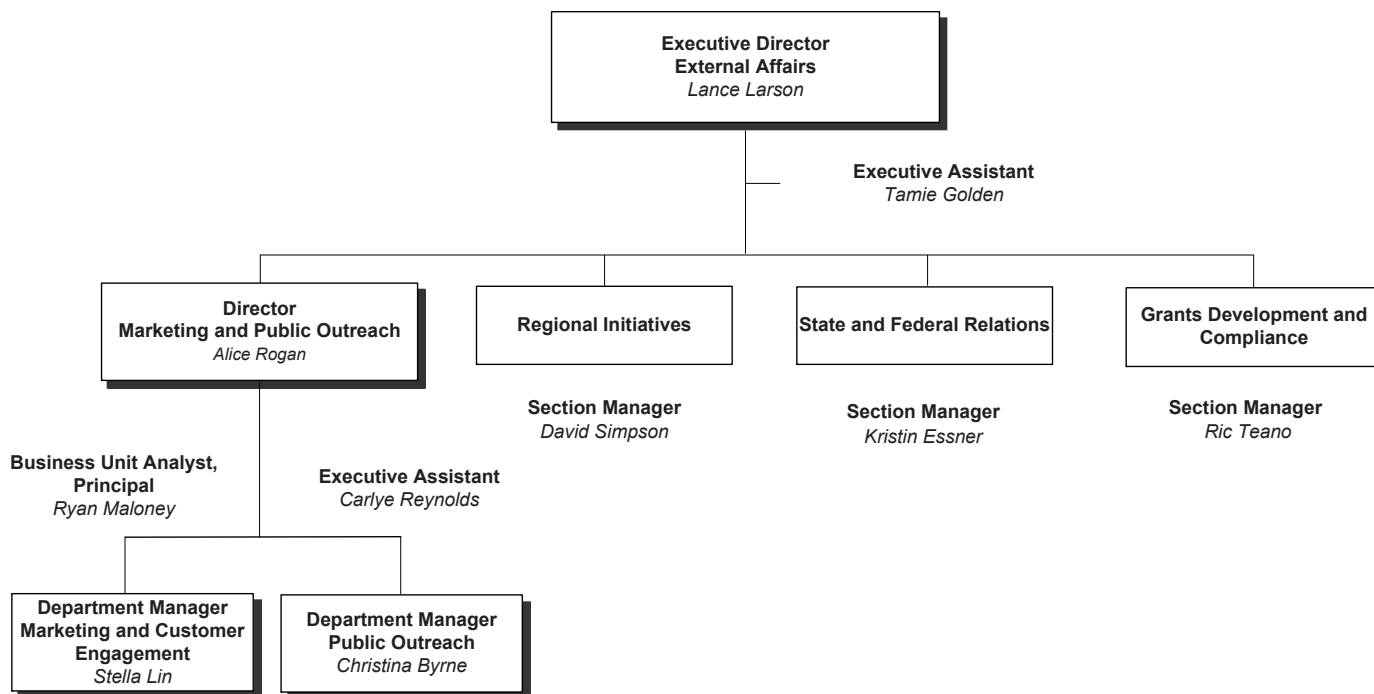
Highway Project Delivery ensures freeway and highway improvement projects that OCTA has promised to its residents are built. The department is responsible for managing the implementation of freeway and highway projects in the Measure M2 Program of projects within Orange County. The program of projects can also include other major construction projects such as rail grade separation projects and capital projects that are deemed to be regionally significant. The department also manages the implementation of individual projects within the program of projects.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Highway Project Delivery</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,337,001	1,461,308	1,490,914
7150 Extra Help Employees	5,288	9,100	26,350
7209 Deferred Compensation	21,662	43,732	44,589
7210 Pensions	426,269	469,791	466,900
7220 Insurances	34,472	49,255	50,243
7240 Health Care	205,754	219,154	237,301
7260 Compensated Absences	163,415	184,865	187,477
7270 Workers' Compensation	27,844	24,604	25,949
7280 Other Benefits	80,477	90,604	90,448
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,302,182</b>	<b>\$ 2,552,413</b>	<b>\$ 2,620,171</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	7,365	5,415	7,517
7660 Office Expense	7,286	5,190	5,179
7670 Miscellaneous Expense	2,541	2,969	2,969
<b>Subtotal Services and Supplies</b>	<b>\$ 17,192</b>	<b>\$ 13,574</b>	<b>\$ 15,665</b>
<b>Highway Project Delivery Total</b>	<b>\$ 2,319,374</b>	<b>\$ 2,565,987</b>	<b>\$ 2,635,836</b>



# External Affairs

## External Affairs Division Organizational Chart



### External Affairs Division

The External Affairs Division serves as OCTA’s liaison with members of the California State Legislature, the United States Congress, and regional representatives. The division is responsible for developing, maintaining, and monitoring a competitive and proactive grant funding program, including sub-recipient monitoring. In addition, the division supports OCTA’s goals and objectives through a wide range of communications, marketing, and community outreach programs.



**External Affairs Division Staffing**

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Executive Director, External Affairs</u>			
Department Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00
Government Relations Representative	4.50	4.50	3.50
Program Manager	1.00	1.00	0.00
Section Manager	1.00	1.00	2.00
Transportation Analyst	1.00	1.00	0.00
<b>Executive Director, External Affairs</b>	<b>10.50</b>	<b>10.50</b>	<b>8.50</b>
<u>Director, External Affairs</u>			
Business Unit Analyst	1.00	1.00	1.00
Director	0.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Executive Director	1.00	0.00	0.00
<b>Director, External Affairs</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<u>Marketing and Customer Engagement</u>			
Community Relations Specialist	1.00	1.00	0.00
Creative Service Specialist	0.00	0.00	3.00
Customer Relations Representative	1.00	1.00	1.00
Customer Relations Specialist	2.00	2.00	1.00
Department Manager	1.00	1.00	1.00
External Affairs Administrator	1.00	1.00	1.00
Marketing Program Administrator	2.00	2.00	0.00
Marketing Specialist	3.00	2.00	9.00
Public Information Specialist	4.00	4.00	0.00
Section Manager	3.00	3.00	3.00
Strategic Communications Coordinator	1.00	1.00	0.00
Web Developer	2.00	2.00	2.00
<b>Marketing and Customer Engagement</b>	<b>21.00</b>	<b>20.00</b>	<b>21.00</b>

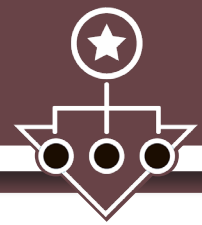
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## External Affairs

### External Affairs Division Staffing, continued

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Public Outreach</u>			
Community Relations Officer	4.00	4.00	4.00
Community Relations Specialist	4.00	4.00	5.00
Department Manager	1.00	1.00	1.00
Government Relations Representative	0.00	0.00	1.00
Marketing Program Administrator	1.00	1.00	0.00
Media Relations	1.00	0.00	0.00
Section Manager	1.00	2.00	1.00
<b>Public Outreach</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Total External Affairs</b>	<b>46.50</b>	<b>45.50</b>	<b>44.50</b>



**External Affairs Division Expenses by Account**

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	3,551,283	3,915,762	3,886,575
7150 Extra Help Employees	100,086	164,000	158,950
7209 Deferred Compensation	76,804	116,362	115,411
7210 Pensions	1,140,422	1,254,750	1,210,501
7220 Insurances	104,005	131,073	130,051
7240 Health Care	630,512	734,552	694,405
7260 Compensated Absences	497,204	491,890	485,263
7270 Workers' Compensation	76,523	94,316	96,228
7280 Other Benefits	247,597	235,008	228,710
<b>Subtotal Salaries and Benefits</b>	<b>\$ 6,424,436</b>	<b>\$ 7,137,713</b>	<b>\$ 7,006,094</b>
<u>Services and Supplies</u>			
7510 Professional Services	3,649,635	2,815,300	3,802,880
7610 Outside Services	107,472	106,886	110,300
7630 Advertising Fees	211,457	100,000	205,000
7650 Travel, Training, and Mileage	97,922	57,331	65,486
7660 Office Expense	211,001	234,500	233,700
7670 Miscellaneous Expense	52,816	61,329	58,944
7750 Maintenance Expense	8,154	0	0
7790 Other Materials and Supplies	9,815	6,760	6,250
7830 Contributions to Other Agencies	35,875	30,000	30,000
<b>Subtotal Services and Supplies</b>	<b>\$ 4,384,147</b>	<b>\$ 3,412,106</b>	<b>\$ 4,512,560</b>
<b>Total Uses</b>	<b>\$ 10,808,583</b>	<b>\$ 10,549,819</b>	<b>\$ 11,518,654</b>



## External Affairs

### Executive Director, External Affairs

The Executive Director of External Affairs is responsible for providing management direction for promotion, outreach, and customer engagement for all OCTA's projects and services. This includes oversight of all customer facing programs of public or promotional outreach. The Executive Director is responsible for providing management direction for Federal, State, and Regional Government relations including direction for the application of external grant funding opportunities.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Executive Director, External Affairs</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	968,581	1,028,829	848,464
7150 Extra Help Employees	16,578	30,000	28,900
7209 Deferred Compensation	26,844	30,789	25,375
7210 Pensions	316,463	333,497	267,273
7220 Insurances	28,018	34,680	28,595
7240 Health Care	164,960	203,987	146,401
7260 Compensated Absences	110,462	130,152	106,689
7270 Workers' Compensation	21,083	22,554	18,381
7280 Other Benefits	117,281	66,503	55,427
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,770,270</b>	<b>\$ 1,880,991</b>	<b>\$ 1,525,505</b>
<u>Services and Supplies</u>			
7510 Professional Services	1,039,700	303,000	1,081,000
7610 Outside Services	0	1,536	500
7650 Travel, Training, and Mileage	57,388	41,088	47,584
7660 Office Expense	2,698	8,800	5,700
7670 Miscellaneous Expense	32,271	34,920	31,675
7790 Other Materials and Supplies	0	760	250
<b>Subtotal Services and Supplies</b>	<b>\$ 1,132,057</b>	<b>\$ 390,104</b>	<b>\$ 1,166,709</b>
<b>Executive Director, External Affairs Total</b>	<b>\$ 2,902,327</b>	<b>\$ 2,271,095</b>	<b>\$ 2,692,214</b>





**Director, External Affairs**

The Director of External Affairs oversees public communications in support of all phases of capital project development and construction to support OCTA’s programs. The director establishes programs to create awareness and promote usage of OCTA services including Bus, Metrolink, 91 Express Lanes, and other services

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Director, External Affairs</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	320,274	297,562	309,407
7209 Deferred Compensation	10,501	8,800	9,148
7210 Pensions	108,240	96,451	97,517
7220 Insurances	8,899	9,914	10,309
7240 Health Care	38,820	38,153	40,028
7260 Compensated Absences	52,296	37,202	38,466
7270 Workers' Compensation	7,407	6,151	6,487
7280 Other Benefits	53,394	25,565	25,855
<b>Subtotal Salaries and Benefits</b>	<b>\$ 599,831</b>	<b>\$ 519,798</b>	<b>\$ 537,217</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	284	897	897
7660 Office Expense	21,126	27,000	27,000
7670 Miscellaneous Expense	4,446	5,660	5,565
<b>Subtotal Services and Supplies</b>	<b>\$ 25,856</b>	<b>\$ 33,557</b>	<b>\$ 33,462</b>
<b>Director, External Affairs Total</b>	<b>\$ 625,687</b>	<b>\$ 553,355</b>	<b>\$ 570,679</b>



## External Affairs

### Marketing and Customer Engagement

Marketing and Customer Engagement is OCTA's customer advocacy group, providing customer feedback for OCTA bus and ACCESS service. Customer relations staff oversees the operation of the telephone information center, which assists customers with trip planning and provides general information to bus riders seven days a week, 365 days a year. Staff gathers customer feedback through customer roundtables

and the Special Needs in Transit Advisory Committee. Staff also provide technical expertise and tools to support communication and marketing goals and produce public information materials in support of OCTA's internal, corporate, and service communication programs. In addition, they administer OCTA's rideshare program and promote usage of services including bus, Metrolink, 91 Express Lanes, and other services.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Marketing and Customer Engagement</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,329,530	1,553,886	1,676,360
7150 Extra Help Employees	32,061	60,000	57,800
7209 Deferred Compensation	23,559	45,905	49,537
7210 Pensions	410,398	492,411	517,094
7220 Insurances	39,128	51,708	55,817
7240 Health Care	231,661	287,862	312,043
7260 Compensated Absences	165,740	194,047	208,281
7270 Workers' Compensation	27,493	41,007	45,411
7280 Other Benefits	49,727	85,468	90,285
<b>Subtotal Salaries and Benefits</b>	<b>\$ 2,309,297</b>	<b>\$ 2,812,294</b>	<b>\$ 3,012,628</b>
<u>Services and Supplies</u>			
7510 Professional Services	2,578,391	2,437,300	2,646,880
7610 Outside Services	80,747	79,000	79,000
7630 Advertising Fees	211,457	100,000	205,000
7650 Travel, Training, and Mileage	30,547	7,283	8,419
7660 Office Expense	185,574	198,700	201,000
7670 Miscellaneous Expense	5,121	5,894	6,619
7750 Maintenance Expense	8,154	0	0
7790 Other Materials and Supplies	9,815	6,000	6,000
7830 Contributions to Other Agencies	35,875	30,000	30,000
<b>Subtotal Services and Supplies</b>	<b>\$ 3,145,681</b>	<b>\$ 2,864,177</b>	<b>\$ 3,182,918</b>
<b>Marketing and Customer Engagement Total</b>	<b>\$ 5,454,978</b>	<b>\$ 5,676,471</b>	<b>\$ 6,195,546</b>



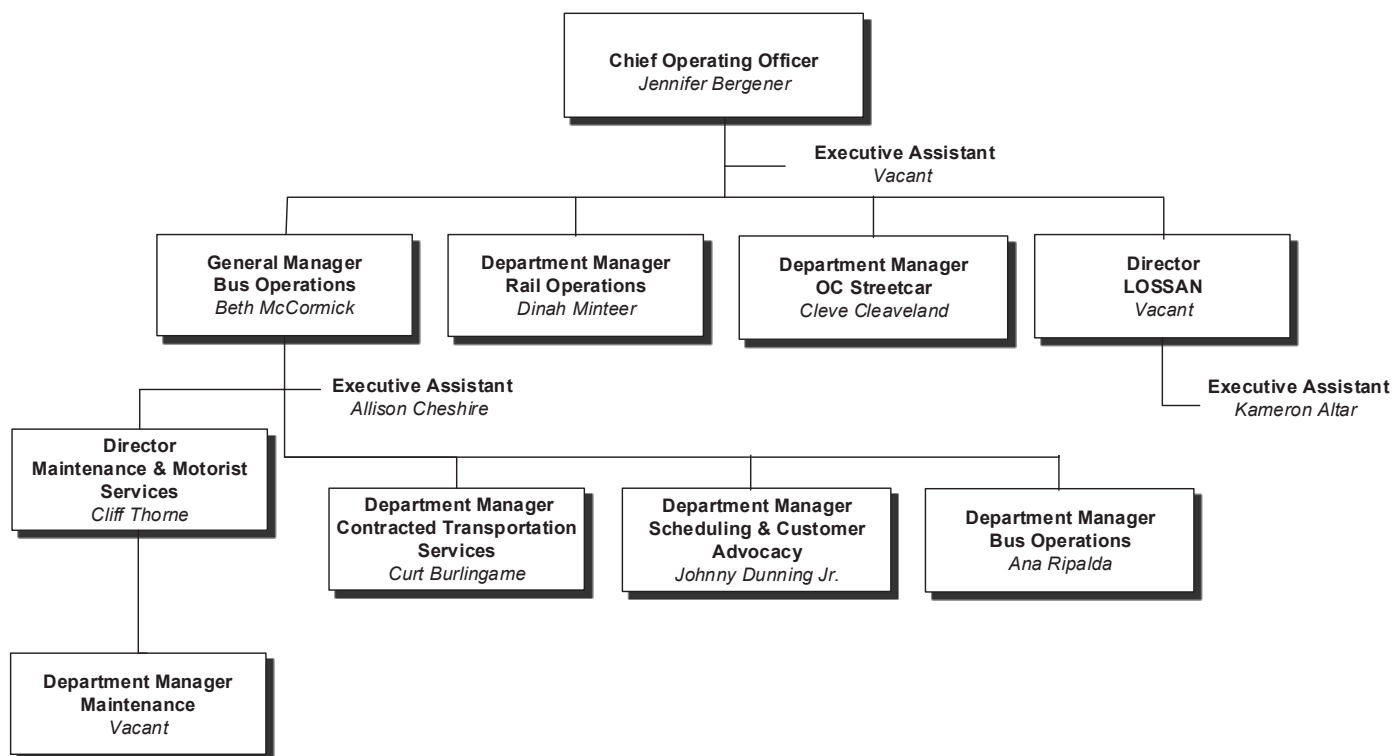
## Public Outreach

Public Outreach focuses on public communications in support of all phases of capital project development and construction for OCTA's programs and projects. Staff implements public outreach and involvement programs to inform any affected parties and advance the development of transportation projects; working with stakeholders to ensure that the planning and environmental review process reflects a diverse range of positions, opinions, and concerns. The department also provides outreach support and expertise for OCTA's procurement processes, including Disadvantaged Business Enterprise compliance and new vendor orientation. Staff assists other departments and divisions in order to communicate effectively to all of the diverse stakeholder audiences and customers of OCTA's programs and services.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Public Outreach</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	932,898	1,035,485	1,052,344
7150 Extra Help Employees	51,447	74,000	72,250
7209 Deferred Compensation	15,900	30,868	31,351
7210 Pensions	305,321	332,391	328,617
7220 Insurances	27,960	34,771	35,330
7240 Health Care	195,071	204,550	195,933
7260 Compensated Absences	168,706	130,489	131,827
7270 Workers' Compensation	20,540	24,604	25,949
7280 Other Benefits	27,195	57,472	57,143
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,745,038</b>	<b>\$ 1,924,630</b>	<b>\$ 1,930,744</b>
<u>Services and Supplies</u>			
7510 Professional Services	31,544	75,000	75,000
7610 Outside Services	26,725	26,350	30,800
7650 Travel, Training, and Mileage	9,703	8,063	8,586
7660 Office Expense	1,603	0	0
7670 Miscellaneous Expense	10,978	14,855	15,085
<b>Subtotal Services and Supplies</b>	<b>\$ 80,553</b>	<b>\$ 124,268</b>	<b>\$ 129,471</b>
<b>Public Outreach Total</b>	<b>\$ 1,825,591</b>	<b>\$ 2,048,898</b>	<b>\$ 2,060,215</b>



## Operations Division Organizational Chart



### Operations Division

The Operations Division is one of OCTA’s core business units delivering fixed-route and paratransit bus services and motorist services for the citizens and visitors of Orange County. Fixed-route service includes local fixed-route, community fixed-route, express, Stationlink (rail feeder), and special shuttle services. Paratransit bus services consist of ACCESS service, the complementary paratransit service required by the Americans with Disabilities Act (ADA), and alternative programs providing service to seniors and persons with disabilities. Motorist services include the Service Authority for Freeway Emergencies (SAFE) and the Orange County Taxi Administration Program (OC-TAP). The Operations Division is responsible for the implementation, monitoring, and performance of all of transit and motorist services. To accomplish this mission, performance metrics are closely monitored that measure system safety, courtesy, and reliability.

Among the services provided, the Operations Division also includes Rail Operations, OC Streetcar, and LOSSAN Rail Corridor Agency. Rail Operations is primarily responsible for sustaining, improving, and expanding operations of Orange County’s rail system by providing coordinated Metrolink rail service. OC Streetcar is responsible for the development of a modern streetcar line that connects the Santa Ana Regional Transportation Center (SARTC) to downtown Santa Ana and a new transportation hub near the intersection of Harbor Boulevard. and Westminster Avenue in Garden Grove. The LOSSAN Rail Corridor Agency is a Joint Powers Authority originally formed in 1989 that works to increase ridership, revenue, capacity, reliability, coordination and safety on the rail corridor between San Diego, Los Angeles and San Luis Obispo.



**Operations Division Staffing**

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Chief Operating Officer</u>			
Chief Operating Officer	0.00	0.00	1.00
<b>Chief Operating Officer</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>
<u>General Manager, Bus Operations</u>			
Assistant General Manager	1.00	0.00	0.00
Business Unit Analyst	1.00	0.00	0.00
Executive Assistant	1.00	2.00	2.00
General Manager	1.00	1.00	1.00
Section Manager	1.00	0.00	0.00
Transportation Analyst	1.00	0.00	0.00
<b>General Manager, Bus Operations</b>	<b>6.00</b>	<b>3.00</b>	<b>3.00</b>
<u>Motorist Services</u>			
Business Unit Analyst	1.00	1.00	1.00
Code Administrator	2.00	2.00	2.00
Department Manager	1.00	1.00	1.00
Deputy Executive Officer	1.00	1.00	0.00
Director	1.00	1.00	1.00
Executive Assistant	1.00	1.00	2.00
Office Specialist	1.00	0.00	0.00
<b>Motorist Services</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>
<u>Bus Operations</u>			
Base Manager	4.00	4.00	4.00
Bus Operations Supervisor	39.00	37.00	37.00
Coach Operator	680.00	643.00	639.00
Department Manager	1.00	1.00	1.00
Executive Assistant	1.00	0.00	0.00
Instructor	4.00	4.00	4.00
Office Specialist	6.50	6.50	6.50
Section Manager	2.00	2.00	2.00
Section Supervisor	8.00	8.00	8.00
<b>Bus Operations</b>	<b>745.50</b>	<b>705.50</b>	<b>701.50</b>

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# Operations

## Operations Division Staffing, continued

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Contract Transportation Services</u>			
Administrative Specialist	1.00	3.00	2.00
Business Unit Analyst	0.00	0.00	1.00
Community Transportation Coordinator	1.00	1.00	1.00
Department Manager	2.00	2.00	2.00
Maint Field Administrator	4.00	4.00	4.00
Marketing Specialist	1.00	1.00	0.00
Office Specialist	3.50	1.50	1.50
Section Manager	3.00	5.00	6.00
Section Supervisor	1.00	0.00	0.00
<b>Contract Transportation Services</b>	<b>16.50</b>	<b>17.50</b>	<b>17.50</b>
<u>Maintenance</u>			
Administrative Specialist	0.00	0.00	1.00
Automotive Mechanic	5.00	5.00	5.00
Base Manager	3.00	3.00	3.00
Business Unit Analyst	1.00	1.00	1.00
Certified Journeyman Mechanic	95.00	95.00	95.00
Department Manager	1.00	1.00	1.00
Facilities Maintenance Supervisor	2.00	2.00	2.00
Facilities Technician	18.00	18.00	18.00
Fleet Analyst	5.00	5.00	5.00
Journeyman Electronic Technician	14.00	14.00	14.00
Machinist	2.00	2.00	2.00
Maintenance Instructor	2.00	2.00	2.00
Maintenance Planner	0.00	1.00	1.00
Maintenance Supervisor	16.00	16.00	16.00
Mechanic	11.00	11.00	11.00
Office Specialist	5.50	5.50	3.50
Section Manager	6.00	6.00	6.00
Service Worker	44.00	44.00	44.00
<b>Maintenance</b>	<b>230.50</b>	<b>231.50</b>	<b>230.50</b>

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**Operations Division Staffing, continued**

Division Staffing by Department - Job Family	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget
<u>Scheduling and Bus Operations Support</u>			
Department Manager	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00
Project Manager	1.00	0.00	0.00
Schedule Analyst	4.00	4.00	4.00
Schedule Checker	2.00	2.00	1.00
Section Manager	2.00	2.00	2.00
Section Supervisor	0.00	0.00	1.00
Stops & Zones Analyst	1.00	1.00	1.00
Stops & Zones Planner	1.00	1.00	1.00
<b>Scheduling and Bus Operations Support</b>	<b>13.00</b>	<b>12.00</b>	<b>12.00</b>
<u>Rail Operations</u>			
Department Manager	0.00	0.00	1.00
Project Manager	0.00	0.00	1.00
Rail Right-of-Way Administrator	0.00	0.00	1.00
Section Manager	0.00	0.00	1.00
Transportation Analyst	0.00	0.00	1.00
<b>Rail Operations</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>
<u>OC Streetcar</u>			
Department Manager	0.00	1.00	1.00
<b>OC Streetcar</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>
<u>LOSSAN Staff Administration</u>			
LOSSAN Accounting Analyst	0.00	0.00	1.00
LOSSAN Chief Financial Officer	0.00	0.00	1.00
LOSSAN Deputy Managing Director	1.00	1.00	1.00
LOSSAN Director	1.00	1.00	1.00
LOSSAN Executive Administrative Assistant	1.00	1.00	1.00
LOSSAN Marketing Specialist	2.00	2.00	4.00
LOSSAN Mechanical Compliance Officer	1.00	1.00	1.00
LOSSAN Operations Compliance and Safety Manager	1.00	1.00	1.00
LOSSAN Planning & Analysis Manager	0.00	0.00	1.00
LOSSAN Section Manager	1.00	1.00	0.00
LOSSAN Transportation Analyst	1.00	1.00	1.00
<b>LOSSAN Staff Administration</b>	<b>9.00</b>	<b>9.00</b>	<b>13.00</b>
<b>Total Operations</b>	<b>1,028.50</b>	<b>986.50</b>	<b>991.50</b>



# Operations

## Operations Division Expenses by Account

Description	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	53,038,296	55,752,334	58,551,418
7150 Extra Help Employees	428,239	446,990	666,393
7209 Deferred Compensation	962,347	1,052,528	1,211,849
7210 Pensions	17,799,425	18,988,128	19,337,447
7220 Insurances	1,265,618	1,539,612	1,601,827
7240 Health Care	13,837,859	14,407,200	15,028,989
7260 Compensated Absences	7,935,817	7,913,118	8,366,518
7270 Workers' Compensation	5,256,468	4,725,041	5,034,522
7280 Other Benefits	1,842,285	2,237,553	2,043,738
<b>Subtotal Salaries and Benefits</b>	<b>\$ 102,366,354</b>	<b>\$ 107,062,504</b>	<b>\$ 111,842,701</b>
<u>Services and Supplies</u>			
7310 Contract Transportation	83,677,852	89,829,086	93,098,853
7510 Professional Services	1,513,008	1,565,812	1,457,175
7540 Insurance Claims Expense	-9,359	0	0
7610 Outside Services	9,417,385	8,547,208	7,494,030
7630 Advertising Fees	1,147	0	0
7650 Travel, Training, and Mileage	82,618	113,789	123,847
7660 Office Expense	97,246	152,186	190,580
7670 Miscellaneous Expense	144,922	224,425	207,086
7690 Leases	124,958	238,121	0
7710 Fuels and Lubricants	8,505,914	10,824,213	11,451,609
7740 Tires and Tubes	1,738,266	2,060,607	2,169,409
7750 Maintenance Expense	3,651,017	3,767,367	3,272,667
7790 Other Materials and Supplies	1,215,850	1,351,631	1,007,805
7820 Taxes	38,926	5,255	68,810
7830 Contributions to Other Agencies	2,925,559	2,592,970	4,800,847
<b>Subtotal Services and Supplies</b>	<b>\$ 113,125,309</b>	<b>\$ 121,272,670</b>	<b>\$ 125,342,718</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	16,624,203	744,000	7,193,645
<b>Subtotal Capital Expenditure</b>	<b>\$ 16,624,203</b>	<b>\$ 744,000</b>	<b>\$ 7,193,645</b>
<b>Total Uses</b>	<b>\$ 232,115,866</b>	<b>\$ 229,079,174</b>	<b>\$ 244,379,064</b>



**Chief Operating Officer**

The Chief Operating Officer works to meet the existing and future transportation needs of Orange County and is responsible for the coordination of all the divisions projects, programs, services, and initiatives including Bus Operations, Maintenance, Rail Operations, OC Streetcar Operations, and LOSSAN. The Chief Operating Officer is also accountable for reporting the division’s financial and operational performance to the Chief Executive Officer and the Board of Directors.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Chief Operating Officer</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	0	0	230,743
7209 Deferred Compensation	0	0	6,901
7210 Pensions	0	0	74,151
7220 Insurances	0	0	7,777
7240 Health Care	0	0	30,888
7260 Compensated Absences	0	0	29,015
7270 Workers' Compensation	0	0	2,162
7280 Other Benefits	0	0	21,757
<b>Subtotal Salaries and Benefits</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 403,394</b>
<b>Chief Operating Officer Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 403,394</b>



## Operations

### General Manager, Bus Operations

The Transit Division General Manager of Bus Operations is responsible for the day-to-day management of OCTA's bus operations, encompassing the scheduling, operations, and maintenance functions. The General Manager plays a major role in leading OCTA's most publicly recognized service including the development

and implementation of strategies to improve the operation of the bus system. Other responsibilities include oversight of bus capital projects, managing the coach operator and maintenance collective bargaining units, and organizational development.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>General Manager, Bus Operations</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	409,144	326,267	345,610
7150 Extra Help Employees	7,284	0	0
7209 Deferred Compensation	15,837	9,764	10,337
7210 Pensions	141,414	106,742	109,860
7220 Insurances	13,622	11,000	11,645
7240 Health Care	70,304	57,677	63,897
7260 Compensated Absences	72,761	41,273	43,458
7270 Workers' Compensation	9,875	6,151	6,487
7280 Other Benefits	66,391	27,359	28,017
<b>Subtotal Salaries and Benefits</b>	<b>\$ 806,632</b>	<b>\$ 586,233</b>	<b>\$ 619,311</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	5,469	15,770	17,415
7660 Office Expense	2,330	6,700	6,000
7670 Miscellaneous Expense	2,839	17,834	18,269
<b>Subtotal Services and Supplies</b>	<b>\$ 10,638</b>	<b>\$ 40,304</b>	<b>\$ 41,684</b>
<b>General Manager, Bus Operations Total</b>	<b>\$ 817,270</b>	<b>\$ 626,537</b>	<b>\$ 660,995</b>



**Motorist Services**

Motorist Services plans, directs, and administers services included in the SAFE and OCTAP. SAFE operates the FSP Program, the call box system, and the 511 motorist aid traveler information system. OCTAP permits and regulates the taxicab industry for the County of Orange and its 34 cities and is funded through company, vehicle, and driver permit fees. For these programs, the Motorist Services Department personnel ensure that management and operational controls and resources are in place to effectively and efficiently implement these programs.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Motorist Services</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	652,842	651,485	544,004
7209 Deferred Compensation	16,908	19,408	16,253
7210 Pensions	214,112	209,722	171,359
7220 Insurances	17,423	21,861	18,317
7240 Health Care	145,611	139,904	154,109
7260 Compensated Absences	95,852	82,042	68,336
7270 Workers' Compensation	13,834	14,352	15,137
7280 Other Benefits	44,305	45,315	38,802
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,200,887</b>	<b>\$ 1,184,089</b>	<b>\$ 1,026,317</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	32	0	0
<b>Subtotal Services and Supplies</b>	<b>\$ 32</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Motorist Services Total</b>	<b>\$ 1,200,919</b>	<b>\$ 1,184,089</b>	<b>\$ 1,026,317</b>



# Operations

## Bus Operations

Bus Operations manages the delivery of bus service for OCTA's countywide fixed-route bus system from two facilities located in the cities of Garden Grove and Santa Ana. The primary function of the operating base is to ensure that all scheduled bus service is delivered in a quality manner. The base staff is responsible for oversight of coach operator performance including safety, courtesy, and reliability. Other responsibilities include ensuring that all coach operators comply with local, state, and federal laws, and the administration of established work rules and the collective bargaining agreement. The Bus Operations Department also includes support functions such as Central Communications, Field Operations, and Operations Training.

Central Communications maintains a wireless communications link to all in-service buses to provide real-time service management, prevent or address service disruptions, and maintain the ability to respond to emergencies quickly. Field Operations is responsible for actively managing the bus service on the street. Operations Training is responsible for training coach operators, conducting training campaigns at bases, retraining operators, and conducting the Annual Required Training (ART) for veteran coach operators.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Bus Operations</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	36,681,115	37,839,281	39,537,820
7150 Extra Help Employees	357,536	383,490	572,543
7209 Deferred Compensation	783,797	802,966	923,249
7210 Pensions	12,121,409	12,876,886	13,073,285
7220 Insurances	858,281	1,014,526	1,039,911
7240 Health Care	10,157,944	10,185,968	10,494,691
7260 Compensated Absences	5,418,372	5,437,785	5,645,684
7270 Workers' Compensation	4,517,407	3,919,567	4,162,839
7280 Other Benefits	931,901	1,159,829	1,027,945
<b>Subtotal Salaries and Benefits</b>	<b>\$ 71,827,762</b>	<b>\$ 73,620,298</b>	<b>\$ 76,477,967</b>
<u>Services and Supplies</u>			
7510 Professional Services	16,114	32,000	0
7540 Insurance Claims Expense	-10,392	0	0
7610 Outside Services	628,241	399,458	273,500
7650 Travel, Training, and Mileage	22,255	24,581	26,664
7660 Office Expense	41,367	45,472	51,472
7670 Miscellaneous Expense	45,934	48,344	50,289
7690 Leases	-3,261	0	0
7790 Other Materials and Supplies	41,503	28,405	22,805
<b>Subtotal Services and Supplies</b>	<b>\$ 781,761</b>	<b>\$ 578,260</b>	<b>\$ 424,730</b>
<b>Bus Operations Total</b>	<b>\$ 72,609,523</b>	<b>\$ 74,198,558</b>	<b>\$ 76,902,697</b>





**Contract Transportation Services**

Contract Transportation Services is responsible for contract transportation oversight. Oversight of contract operations includes monitoring vendor performance to effectively deliver transit services including ACCESS, OCTA’s complementary paratransit service; contract-ed fixed-route, including micro-transit, vanpool, ex-press bus service, and the Stationlink rail feeder ser-vice which provides the connection between Metrolink commuter trains and employment centers; and the

Same-Day Taxi Program for ADA eligible passengers. The contracted services staff provides direct oversight of contractor performance to ensure OCTA’s operating and vehicle maintenance standards are achieved per contract guidelines and OCTA standards. Contract-ed services are operated out of three OCTA facilities, with fixed-route service operated from Anaheim and Irvine Sand Canyon and ACCESS service from Irvine Con-struction Circle.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Contract Transportation Services</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	1,022,786	1,347,834	1,400,183
7150 Extra Help Employees	-196	0	0
7209 Deferred Compensation	24,268	40,337	41,876
7210 Pensions	331,297	431,551	435,286
7220 Insurances	29,416	45,434	47,181
7240 Health Care	198,275	269,639	276,312
7260 Compensated Absences	126,389	170,510	176,065
7270 Workers' Compensation	21,135	36,907	37,843
7280 Other Benefits	72,917	78,897	80,124
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,826,287</b>	<b>\$ 2,421,109</b>	<b>\$ 2,494,870</b>
<u>Services and Supplies</u>			
7310 Contract Transportation	83,677,852	89,829,086	93,098,853
7510 Professional Services	852,465	990,640	1,115,688
7610 Outside Services	1,059,355	1,174,950	1,074,471
7650 Travel, Training, and Mileage	11,261	7,855	14,118
7660 Office Expense	28,490	26,966	26,966
7670 Miscellaneous Expense	30,793	38,578	39,033
7690 Leases	128,219	238,121	0
7710 Fuels and Lubricants	5,323,434	6,291,083	6,340,606
7740 Tires and Tubes	1,016,775	1,076,492	1,137,199
7750 Maintenance Expense	377	0	0
7790 Other Materials and Supplies	10,605	0	0
7820 Taxes	5	0	21,763
7830 Contributions to Other Agencies	2,925,559	2,592,970	4,800,847
<b>Subtotal Services and Supplies</b>	<b>\$ 95,065,190</b>	<b>\$ 102,266,741</b>	<b>\$ 107,669,544</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	2,197,643	0	5,678,645
<b>Subtotal Capital Expenditure</b>	<b>\$ 2,197,643</b>	<b>\$ 0</b>	<b>\$ 5,678,645</b>
<b>Contract Transportation Services Total</b>	<b>\$ 99,089,120</b>	<b>\$ 104,687,850</b>	<b>\$ 115,843,059</b>



## Operations

### Contract Transportation Services, continued

In addition, Contract Transportations Services also administers community transportation services, including the certification process for ACCESS, OCTA's complementary paratransit service, as required under the ADA. Under a successful effort to develop community partnerships, the department also works with cities, Orange County Office on Aging, Regional Center of Orange County, adult day healthcare programs, and private non-profit programs to implement alternative transportation services in the community.

### Maintenance

Maintenance is responsible for providing and maintaining a multitude of items, including the directly operated fixed-route revenue and non-revenue fleets, as well as associated operations and maintenance facilities. In addition, the department is responsible for heavy maintenance and electronics support for directly operated and contractor operated revenue fleets, and procurement of all OCTA rolling stock.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Maintenance</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	12,740,393	13,791,544	13,610,424
7150 Extra Help Employees	8,789	15,000	14,450
7209 Deferred Compensation	88,640	127,504	128,279
7210 Pensions	4,511,193	4,799,616	4,585,021
7220 Insurances	302,432	387,599	381,262
7240 Health Care	3,002,436	3,419,708	3,487,012
7260 Compensated Absences	2,018,630	1,959,376	2,046,763
7270 Workers' Compensation	661,324	702,957	743,019
7280 Other Benefits	646,292	828,311	683,070
<b>Subtotal Salaries and Benefits</b>	<b>\$ 23,980,129</b>	<b>\$ 26,031,615</b>	<b>\$ 25,679,300</b>
<u>Services and Supplies</u>			
7510 Professional Services	417,234	299,875	76,000
7540 Insurance Claims Expense	1,033	0	0
7610 Outside Services	7,165,924	5,802,424	5,564,875
7650 Travel, Training, and Mileage	37,986	56,231	45,219
7660 Office Expense	2,493	71,548	99,981
7670 Miscellaneous Expense	64,580	116,087	93,371
7710 Fuels and Lubricants	3,182,480	4,533,130	5,111,003
7740 Tires and Tubes	721,491	984,115	1,032,210
7750 Maintenance Expense	3,650,640	3,767,367	3,272,667
7790 Other Materials and Supplies	1,033,229	1,020,000	970,000
7820 Taxes	38,921	5,255	47,047
<b>Subtotal Services and Supplies</b>	<b>\$ 16,316,011</b>	<b>\$ 16,656,032</b>	<b>\$ 16,312,373</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	14,257,631	744,000	915,000
<b>Subtotal Capital Expenditure</b>	<b>\$ 14,257,631</b>	<b>\$ 744,000</b>	<b>\$ 915,000</b>
<b>Maintenance Total</b>	<b>\$ 54,553,771</b>	<b>\$ 43,431,647</b>	<b>\$ 42,906,673</b>



### **Maintenance, continued**

The department performs routine maintenance on an active fleet of revenue vehicles consisting of 40-foot liquified natural gas (LNG) buses, 40-foot compressed natural gas (CNG) buses, 40-foot hydrogen buses, 60-foot diesel articulated buses, 60-foot CNG buses, and heavy maintenance for directly operated and contract operated fixed-route vehicles. In addition to the revenue fleet, the department also maintains non-revenue support vehicles (approximately 172 miscellaneous equipment, cars, trucks, and vans), and a contingency fleet of 20 buses.

The department consists of five sections, which include: maintenance training, two Maintenance Base Operations in the cities of Garden Grove and Santa Ana; Maintenance Resource Management (MRM) which is comprised of Fleet Analysis, Maintenance Administration, and Contract Support Management; Transit Technical Services (TTS) includes a variety of maintenance support functions including engineering and quality assurance and controls, fleet document control, environmental compliance, and vehicle design changes and implementation; and Facilities Maintenance.

### **Scheduling and Bus Operations Support**

Service Planning and Customer Advocacy Department is comprised of three functional areas: Scheduling, Customer Advocacy, and Stops and Zones. The primary tasks of Scheduling are to create bus schedules, determine vehicle requirements, and develop coach operator work assignments. The department also participates in market studies, manages the service change process, is responsible for building schedules based on frequency, span, and coverage of service, applies service goals and guidelines, and monitors bus system performance.

The Customer Advocacy function is designed to represent the interests of the agency's internal and external customers as part of the Operations Division's decision making process. All department staff members are customer advocates and work to improve communication, understanding, and comprehensive decision making by acting as problem solvers that facilitate travel throughout Orange County.

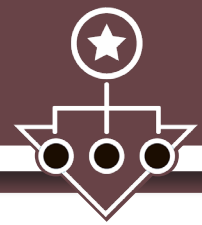
The Stops and Zones function is responsible for establishing new bus stops and maintaining the agency's 5,400 plus bus stop locations. The section provides expertise to city traffic engineers, planners, architects, and developers regarding the safe placement of bus stops, appropriate transit and passenger amenities, and ADA mandated accessibility issues. Staff also reviews street improvement projects, environmental impact reports submitted by various agencies, and maintains the county's bus stop database on a daily basis.



# Operations

## Scheduling and Bus Operations Support, continued

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Scheduling and Bus Operations Support</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	869,720	869,783	862,349
7150 Extra Help Employees	54,826	48,500	67,500
7209 Deferred Compensation	20,583	24,833	24,535
7210 Pensions	278,199	267,659	257,559
7220 Insurances	26,824	27,971	27,648
7240 Health Care	136,619	147,054	181,452
7260 Compensated Absences	121,874	104,972	103,154
7270 Workers' Compensation	19,570	24,604	25,949
7280 Other Benefits	66,274	46,238	44,718
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,594,489</b>	<b>\$ 1,561,614</b>	<b>\$ 1,594,864</b>
<u>Services and Supplies</u>			
7510 Professional Services	227,195	243,297	265,487
7610 Outside Services	539,585	1,170,376	581,184
7650 Travel, Training, and Mileage	4,714	4,300	5,858
7660 Office Expense	589	500	2,500
7670 Miscellaneous Expense	228	460	1,240
7790 Other Materials and Supplies	130,513	303,226	15,000
<b>Subtotal Services and Supplies</b>	<b>\$ 902,824</b>	<b>\$ 1,722,159</b>	<b>\$ 871,269</b>
<u>Capital Expenditure</u>			
9020 Capital Exp-Locally Funded	0	0	600,000
<b>Subtotal Capital Expenditure</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 600,000</b>
<b>Scheduling and Bus Operations Support Total</b>	<b>\$ 2,497,313</b>	<b>\$ 3,283,773</b>	<b>\$ 3,066,133</b>



### Rail Operations

Rail Operations is primarily responsible for sustaining, improving, and expanding operations of Orange County's rail system by providing coordinated Metrolink rail service that supports and matches the growth and development patterns of the county and region. This is accomplished through the coordination of activities with the Southern California Regional Rail Authority (SCRRA), local cities, regional entities, and state and federal agencies. Through the direction of these responsibilities, the department supports the growth of an efficient rail transit system in Orange County.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>Rail Operations</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	0	0	468,326
7209 Deferred Compensation	0	0	14,006
7210 Pensions	0	0	145,592
7220 Insurances	0	0	15,783
7240 Health Care	0	0	82,022
7260 Compensated Absences	0	0	58,890
7270 Workers' Compensation	0	0	10,812
7280 Other Benefits	0	0	25,528
<b>Subtotal Salaries and Benefits</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 820,959</b>
<u>Services and Supplies</u>			
7650 Travel, Training, and Mileage	0	0	7,121
7660 Office Expense	0	0	981
7670 Miscellaneous Expense	0	0	1,740
<b>Subtotal Services and Supplies</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 9,842</b>
<b>Rail Operations Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 830,801</b>



## Operations

### OC Streetcar

The OC Streetcar will be a 4.15 mile route modern streetcar line that connects the SARTC to downtown Santa Ana and a new transportation hub near the intersection of Harbor Boulevard and Westminster Avenue in Garden Grove. The OC Streetcar Department was created in FY 2017-18 to provide support for OC Streetcar operations scheduled for 2020. This department currently has one filled department manager position. This position is responsible for implementation of the Operations and Maintenance contract.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>OC Streetcar</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	0	129,248	153,581
7209 Deferred Compensation	0	3,868	4,593
7210 Pensions	0	41,302	47,745
7220 Insurances	0	4,357	5,176
7240 Health Care	0	16,465	17,179
7260 Compensated Absences	0	16,350	19,312
7270 Workers' Compensation	0	2,050	2,162
7280 Other Benefits	0	7,202	8,372
<b>Subtotal Salaries and Benefits</b>	<b>\$ 0</b>	<b>\$ 220,842</b>	<b>\$ 258,120</b>
<b>OC Streetcar Total</b>	<b>\$ 0</b>	<b>\$ 220,842</b>	<b>\$ 258,120</b>





### LOSSAN Staff Administration

OCTA was selected to serve as the managing agency for the LOSSAN Rail Corridor Agency in August 2013. Following execution of the Interagency Transfer Agreement (ITA) between the LOSSAN Agency and the State of California in July 2015, the LOSSAN Agency assumed full administrative responsibility for management of the Pacific Surfliner intercity rail service. The LOSSAN Agency is administered by dedicated OCTA staff. These positions are funded through the ITA by the State of California.

The LOSSAN Agency is a Joint Powers Authority originally formed in 1989 that works to increase ridership, revenue, capacity, reliability, coordination, and safety on the rail corridor between San Diego, Los Angeles and San Luis Obispo. It is governed by an 11-member Board of Directors composed of officials representing rail owners, operators, and planning agencies along the rail corridor. The 351-mile LOSSAN rail corridor travels through a six-county coastal region in Southern California and is the second busiest intercity passenger rail corridor in the United States.

Department Expenses by Account	FY 2016-17 Actuals	FY 2017-18 Budget	FY 2018-19 Budget
<b>LOSSAN Staff Administration</b>			
<u>Salaries and Benefits</u>			
7110 Salaries-Regular Employees	650,281	796,892	1,398,378
7150 Extra Help Employees	0	0	11,900
7209 Deferred Compensation	11,950	23,848	41,820
7210 Pensions	197,855	254,650	437,589
7220 Insurances	17,434	26,864	47,127
7240 Health Care	124,619	170,785	241,427
7260 Compensated Absences	80,978	100,810	175,841
7270 Workers' Compensation	12,937	18,453	28,112
7280 Other Benefits	14,205	44,402	85,405
<b>Subtotal Salaries and Benefits</b>	<b>\$ 1,110,259</b>	<b>\$ 1,436,704</b>	<b>\$ 2,467,599</b>
<u>Services and Supplies</u>			
7610 Outside Services	24,280	0	0
7630 Advertising Fees	1,147	0	0
7650 Travel, Training, and Mileage	901	5,052	7,452
7660 Office Expense	7,393	1,000	2,680
7670 Miscellaneous Expense	548	3,122	3,144
<b>Subtotal Services and Supplies</b>	<b>\$ 34,269</b>	<b>\$ 9,174</b>	<b>\$ 13,276</b>
<b>LOSSAN Staff Administration Total</b>	<b>\$ 1,144,528</b>	<b>\$ 1,445,878</b>	<b>\$ 2,480,875</b>

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# APPENDIX



# APPENDIX





## Fund Descriptions

### **General Fund**

The General Fund supports the non-transit administrative functions of OCTA. It provides the administrative functions for OCTA, including management direction, financial and accounting services, treasury management, design and implementation of the Orange County transportation system, personnel management, and communications with various OCTA constituencies. These services are allocated to OCTA's operating funds through a cost allocation methodology approved by the Federal Transit Administration (FTA).

### **Local Transportation Fund (LTF)**

The LTF was established in 1971 through the Transportation Development Act (TDA) and is derived from a one-quarter cent state sales tax collected in Orange County. LTF revenues are used only for public transit and provide funding for a variety of transportation services including regional transportation planning, bus stop improvements, fixed-route bus operations, and paratransit services.

### **Orange County Unified Transportation Trust (OCUTT) Fund**

The OCUTT fund was established with interest earnings from LTF revenues. This fund was nearly depleted in December 1995 when, as part of the TDA Diversion Financial Recovery Plan, the Board approved the transfer of \$34.4 million in OCUTT funds to fund future bus operations. Currently, OCUTT accumulates fund balance from interest earned on the Capital Projects fund.

### **Service Authority for Freeway Emergencies (SAFE) Fund**

The SAFE program is responsible for the maintenance and operation of more than 415 call boxes on Orange County freeways. This fund also includes the Freeway Service Patrol (FSP) program that consists of a fleet of tow trucks dedicated to assisting stranded motorists during peak travel hours. The operation of the SAFE program is funded by a \$1 per year assessment on motor vehicle registration.

### **Service Authority for Abandoned Vehicles (SAAV) Fund**

All 34 cities and the County of Orange participate in abating unsightly and potentially dangerous abandoned vehicles from public and private property. The SAAV program was funded through a \$1 per year assessment on motor vehicle registration. The SAAV program ended in 2012, but will continue to see activity until all of the program reserves are distributed.

### **State Transit Assistance (STAF) Fund**

The STAF, created by the California Legislature in 1979, provides a second source of Transportation Development Act funding for transportation planning and mass transportation purposes. STA fund revenues are derived from sales tax on diesel fuel. Beginning in 2017, this revenue will be increased based on the passage of Transportation Senate Bill 1. These revenues may be used for capital and operating expenditures related to public transportation.

### **LTA Measure M2 (M2)**

The LTA fund incorporates all activities associated with the M2 ordinance approved in November 2006. The ordinance extended the already established one-half percent sales tax to fund transportation-related projects. The M2 ordinance will cover a 30-year period beginning April 1, 2011 to March 31, 2041. All sales tax revenues, bond proceeds, interest earnings, and project expenditures beginning 2007 to 2041 are accounted for in this fund.

### **Commuter Rail Fund**

With the closeout of the M1 fund at the end of fiscal year 2015, a portion of the remaining balance was moved into the Commuter Rail Fund. This fund supports OCTA's long-term operating and capital funding of Metrolink commuter rail services

### **Orange County Transit District (OCTD) Fund**

The OCTD Fund is an enterprise fund that supports the administrative, operational, and capital functions of the fixed-route, rail feeder, express, and paratransit bus service.



### ***Orange County Taxi Administration Program (OCTAP)***

The OCTAP Fund is an enterprise fund that accounts for license fees, driver permits, and inspection of taxicab vehicles. OCTAP was established as an enterprise fund to ensure that program-related expenses are covered by program generated revenues.

### ***OC Streetcar Fund***

The OC Streetcar Fund supports the operating costs of the OC Streetcar service.

### ***Express Lanes Funds***

The Express Lanes funds support the 91 Express Lanes and 405 Express Lanes. The 91 Express Lanes is an enterprise fund that supports the operational and capital functions of the 91 Express Lanes. The 405 Express Lanes Fund supports the express lane portion of the I-405 improvement project.

### ***Internal Service Funds***

The Internal Service Funds were established to account for the costs of OCTA benefits and insurance programs. There are two internal service funds which record all applicable revenues and expenditures associated with Personal Liability and Property Damage (PL&PD), and Workers' Compensation.

### ***OCTD Capital Projects Fund***

The OCTD Capital Projects Fund was established to track federally funded capital projects administered by OCTA in which OCTD is the grantee or legal recipient.

### ***Measure M2 Bond Debt Service Fund***

The M2 Bond Debt Service Fund accumulates the financial resources required for the repayment of long-term debt. Funds to accommodate principal and interest payments are accumulated and debt service transactions are recorded in this fund.

### ***American Public Transportation Association (APTA) Fund***

The APTA Fund supports revenues and expenditures associated with OCTA's hosting of the APTA Expo in the year 2020.

### ***Commuter Rail Endowment (CURE) Fund***

The Commuter Rail Endowment funds the OCTA's participation in Metrolink's Orange County Line, the Inland Empire-Orange County Line (IEOC Line), and the Riverside-Fullerton-Los Angeles Line. As of FY 2017-18, OCTA no longer budgets in the CURE Fund. Rail is currently supported in the Commuter Rail Fund.

### ***Scholarship Fund***

Every year in September, OCTA staff can sign up to donate money to this fund. This money is used to give scholarships to staff's family for college costs. To receive money from this fund, students must write an essay as to why they want to attend college. The essays are judged and winners are awarded according to how much is collected in that fiscal year.

### ***Additional Retiree Benefit Account (ARBA)***

The OCTA currently provides a supplemental retirement benefit known as the ARBA. This benefit is offered to retired members of the Orange County Employees Retirement System (OCERS) in order to assist career OCTA employees in maintaining health insurance coverage following their retirement from OCTA service. The OCTA does not provide retiree medical benefits. The ARBA benefit has been funded and administered pursuant to a 1994 Memorandum of Understanding with OCERS and its subsequent amendments (collectively, the ARBA Agreement). The ARBA benefit was originally funded through excess earnings of the retirement system and held as part of the unallocated fund balance. As the unallocated fund balance was reduced due to benefit payments and market performance, participating agencies began contributing 0.5 percent, then later 1.0 percent of payroll. OCTA continues to allocate internally 1.0 percent of payroll to fund the benefit.





## Glossary

**Amended Budget:** The approved budget as amended by the Board of Directors through the course of a fiscal year.

**Appropriation:** Legal authorization to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

**Approved Budget:** The official budget as approved by the Board of Directors.

**Budget:** A plan of financial operations comprised of estimated expenditures for a given period (one fiscal year) and the proposed means of financing the expenditures (through revenues and reserves).

**Capital Expenditure:** Outlay for vehicles, equipment and tools with a total cost of greater than \$5,000 and an initial useful life in excess of one year.

**Construction Capital Expenditure:** Outlay for the construction or purchase of a facility that is expected to provide service for a considerable period.

**Contracted Service:** Services rendered in support of OCTA operations and activities by external parties. These are generally based upon formal contracts or purchase orders.

**Debt Service Fund:** A fund established for the payment of interest and principal on all debt.

**Department:** An organizational subgroup of a division.

**Designation:** Funds put aside in the current year for future year operational expenses.

**Division:** A major organizational group with overall management responsibility for an operation or a group of related operations within a functional area.

**Encumbrance:** The commitment of appropriated funds to purchase goods or services. At OCTA, encum-

brances are defined by a specific scope of work, typically firm fixed price contracts and purchase orders for non-inventory goods.

**Expenditures:** Decreases in net financial resources. Expenditures include current operating and capital expenses that require the current or future use of net current assets, debt service, and capital outlays.

**Expenses:** Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**External Budget:** The legally approved budget net of inter-fund transfers. Those amounts in the budget representing transfers and inter-fund reimbursements are subtracted from the legally adopted budget amount.

**Farebox Revenue:** Fares received from passengers boarding OCTA's fixed-route and paratransit bus service.

**Fiscal Year:** A 12-month period to which the annual budget applies and at the end of which a government determines its financial position, the results of its operations, and adopts a budget for the coming year. OCTA's fiscal year is from July 1 to June 30.

**Full-Time Equivalent (FTE):** The conversion of full-time and part-time employee hours to an equivalent of a full-time position. For example: one person working half time would count as 0.5 FTE.

**Fund:** A fund is an independent fiscal and accounting entity. A fund has self-balancing accounts, recording resources, related liabilities, obligations, reserves, and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance:** A term used to express the equity (assets minus liabilities) of governmental fund and fiduciary fund types.



**General Fund:** The General Fund is the general operating fund of OCTA. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. Expenditures of this fund include the general operating expenses and other costs that are not paid through other funds.

**Generally Accepted Accounting Principles (GAAP):** Uniform minimum standards for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

**Internal Budget:** The legally adopted budget including all inter-fund transfers.

**Internal Service Fund:** Internal Service Funds account for the revenues and expenditures associated with employee health care programs, the public liability and property damage program, and the workers' compensation program.

**Modified Accrual Basis:** The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

**Object Code:** The classification of expenditures in terms of what is bought and paid for grouped into major object codes by subject.

**Objective:** A simply stated readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should imply a specific standard of performance for a given program.

**Operating Budget:** A budget which focuses on every day operating activities and programs.

**Operating Transfers:** Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

**Proposed Budget:** A budget in its preliminary preparation stage prior to review and adoption by the Board of Directors.

**Revenue:** Monies that OCTA receives as income such as sales taxes, farebox revenue, fees from specific services, receipts from other governments, fines, grants and interest income.

**Salary and Benefit Expenses:** Compensation paid to or on behalf of OCTA employees for salaries and wages, overtime, and benefits.

**Taxes:** Compulsory charges levied by a government for financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, user charges.

**Use of Prior Year Designations:** Funds set aside in prior years to be used on current year operational expenses.



### Gann Appropriation Limit

In November 1979 the voters of the State of California approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIII B of the State Constitution, placing limits on the amount of revenue that can be spent by public agencies from the “proceeds of taxes.” Proposition 4 became effective for Fiscal Year 1980-81, but the formula for calculating the limits was based on FY 1978-79 (base year) revenues.

In 1980, the State Legislature added Section 9710 to the Government Code, providing that the governing body of each local jurisdiction must establish, by resolution, an appropriations limit for the following year. The appropriation limit for any fiscal year is equal to the previous year’s limit adjusted for population changes and changes in the California per capita personal income.

The Local Transportation Authority (LTA or Measure M2) and the OCTA General Fund representing the functions of the Orange County Transportation Commission (OCTC), now a part of OCTA, are subject to the requirements of Article XIII B. Both agencies receive tax revenues, the LTA from the one-half cent local sales tax and the OCTA General Fund from one-quarter cent state sales tax allocations for administration and planning and programming of the Local Transportation Fund (LTF), which is exempt from the Gann limits on

the spending of certain tax revenues. Appropriation limits are calculated for and applied to both legal entities and are reviewed as part of OCTA’s annual financial audit.

In accordance with the requirements of the Article XIII B implementing legislation, the Board of Directors voted to approve OCTA Resolution No. 2018-055 and LTA Resolution No. 2018-056 on June 11, 2018 establishing appropriations limits for the OCTA General Fund at \$11,573,733 and the Local Transportation Authority (LTA or Measure M2 Fund) at \$1,749,112,942 respectively. The total amount authorized to be expended by the OCTA General Fund and LTA Fund from tax proceeds and interest from tax proceeds is \$4,321,974 and \$337,883,957 respectively. Both appropriations fall within the limits set by the Gann Initiative.

Based on historic trends and future projections, it appears that the OCTA’s and LTA’s use of the proceeds of taxes (as defined by Article XIII B) will continue to fall below the Gann appropriations limits. The projected gap between the OCTA’s projected use of “proceeds of taxes” and the Gann appropriations limits remains significant over the next decade.

The resolutions and calculations for the FY 2018-19 appropriation limits are on the following pages.



RESOLUTION OF THE  
ORANGE COUNTY TRANSPORTATION AUTHORITY - GENERAL FUND  
ESTABLISHING APPROPRIATIONS LIMIT FOR  
FISCAL YEAR 2018-19

**WHEREAS**, Article XIII B of the California Constitution and Sections 7900 through 7913 of the California Government Code require the establishment of an appropriations limit; and

**WHEREAS**, appropriations limits are applicable to funds received from the proceeds of taxes and interest earned on such proceeds.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Orange County Transportation Authority/General Fund hereby determines that pursuant to Section 7902b of the California Government Code, the appropriations limit for the Orange County Transportation Authority/General Fund for Fiscal Year 2018-19 is \$11,573,733.
2. The total amount authorized to be expended by the Orange County Transportation Authority/General Fund during Fiscal Year 2018-19 from the proceeds of taxes, including interest earned from the investment of the proceeds of taxes, is \$4,321,974.
3. The appropriations limit for Fiscal Year 2018-19 exceeds proceeds of taxes for Fiscal Year 2018-19 by \$7,251,759.

ADOPTED, SIGNED, AND APPROVED this 11th day of June 2018.

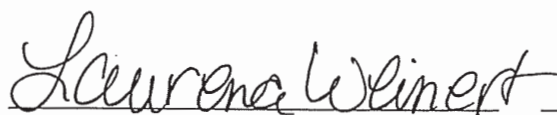
AYES: Chairwoman Bartlett, Vice Chairman Shaw, and Directors Delgleize, Do, Donchak, Hennessey, Jones, Mark A. Murphy, Richard Murphy, Murray, Nelson, Pulido, Spitzer, Steel, and Winterbottom

NOES: None

ABSTAIN None

ABSENT: Directors Davies and Tait

ATTEST:

  
Laurena Weinert  
Clerk of the Board

  
Lisa Bartlett, Chairwoman  
Orange County Transportation Authority

OCTA Resolution No. 2018-056



**RESOLUTION OF THE  
ORANGE COUNTY LOCAL TRANSPORTATION AUTHORITY/MEASURE M2  
ESTABLISHING APPROPRIATIONS LIMIT FOR  
FISCAL YEAR 2018-19**

**WHEREAS**, Article XIII B of the California constitution and Sections 7900 through 7913 of the California Government Code require the establishment of an appropriations limit; and

**WHEREAS**, appropriations limits are applicable to funds received from the proceeds of taxes and interest earned on such proceeds.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Orange County Local Transportation Authority/Measure M2 hereby determines that pursuant to Section 7902b of the California Government Code, the appropriations limit for the Orange County Local Transportation Authority/Measure M2 for Fiscal Year 2018-19 is \$1,749,112,942.
2. The total amount authorized to be expended by the Orange County Local Transportation Authority/Measure M2 during the Fiscal Year 2018-19 from the proceeds of taxes, including interest earned from the investment of the proceeds of taxes, is \$337,883,957.
3. The appropriations limit for Fiscal Year 2018-19 exceeds proceeds of taxes for Fiscal Year 2017-18 by \$1,411,228,985.

ADOPTED SIGNED AND APPROVED this 11th day of June 2018.

**AYES:** Chairwoman Bartlett, Vice Chairman Shaw, and Directors Delgleize, Do, Donchak, Hennessey, Jones, Mark A. Murphy, Richard Murphy, Murray, Nelson, Pulido, Spitzer, Steel, and Winterbottom

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Directors Davies and Tait

**ATTEST:**

Lauren Weinert  
Clerk of the Board

Lisa Bartlett, Chairwoman  
Orange County Local Transportation Authority





RESOLUTION OF THE BOARD OF DIRECTORS FOR THE ORANGE COUNTY TRANSPORTATION AUTHORITY APPROVING AN OPERATING AND CAPITAL BUDGET FISCAL YEAR 2018-19

WHEREAS, the Chief Executive Officer and staff have prepared and presented to the Board of Directors a proposed operating and capital budget in the amount of \$1,305.9 million for Fiscal Year 2018-19;

WHEREAS, said Chief Executive Officer and staff did conduct a public workshop before the Board of Directors on May 14, 2018, in the Board Chambers, at which time the proposed budget was considered;

WHEREAS, a public hearing was conducted on June 11, 2018, at which the public was invited to express its views and objections to said budget; and;

WHEREAS, the original of said proposed budget will be revised to reflect each and all of the amendments, changes, and modifications which the Board of Directors, up to the time of the approval of this resolution, believes should be made in said proposed budget as so submitted and to correct any non-substantive errors or omissions.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Orange County Transportation Authority as follows:

- 1. The operating and capital budget of the Orange County Transportation Authority and all affiliated agencies for the Fiscal Year July 1, 2018 through June 30, 2019, is hereby approved, a copy of which is on file with the Clerk of the Board.
2. The Clerk of the Board shall certify to the passage and approval of this resolution, and it shall thereupon be in full force and effect.

ADOPTED, SIGNED, AND APPROVED this 11th day of June 2018.

AYES: Chairwoman Bartlett, Vice Chairman Shaw, and Directors Delgleize, Do, Donchak, Hennessey, Jones, Mark A. Murphy, Richard Murphy, Murray, Nelson, Steel, and Winterbottom

NOES: Director Spitzer

ABSTAIN: None

ABSENT: Director Davies, Pulido, and Tait

ATTEST:

Handwritten signature of Lauroena Weinert

Lauroena Weinert
Clerk of the Board

Handwritten signature of Lisa A. Bartlett

Lisa A. Bartlett, Chairwoman
Orange County Transportation Authority





### Map of Orange County



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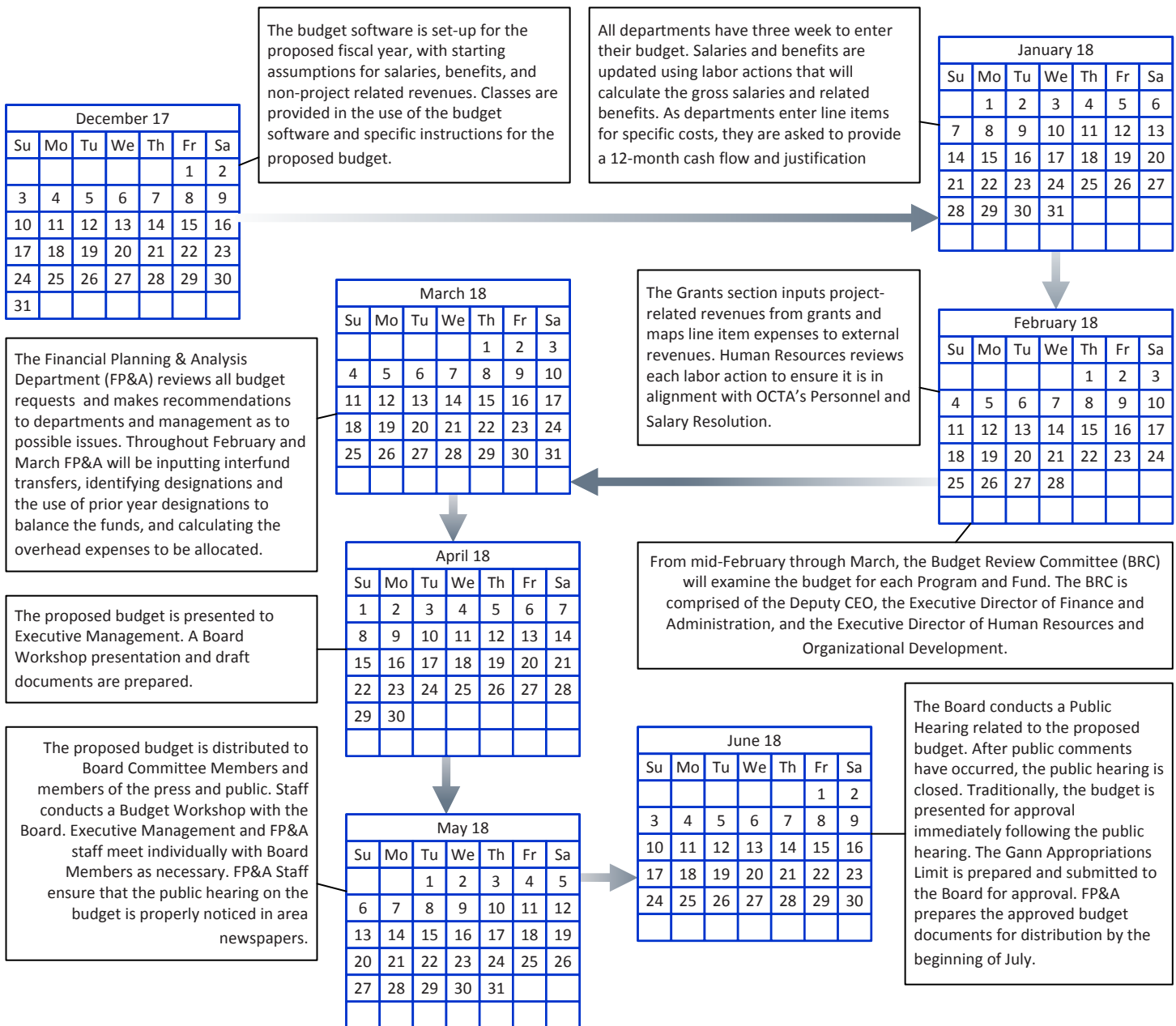


# Appendix

## Budget Calendar

Every year, OCTA develops its staffing, operating, and capital plans for the upcoming fiscal year. The product of this effort is an approved fiscal year budget. The budget outlines the expected funding sources and expenditures that represent OCTA's year long commitment to transportation projects and services.

All together, budget preparation takes approximately seven months. Work typically begins with revenue projections in December and culminates in June with a Public Hearing and Board approval of the budget. The budget calendar is outlined on the right-hand side of the page.





## Financial Reporting

OCTA accounts for its operations by using separate funds to manage and report financial activities. The General Fund finances most administrative and planning functions. Enterprise funds are used to account for operation of the Orange County Transit District, 91 Express Lanes, and Orange County Taxicab Administration Program. Special Revenue and Capital Project Funds are used to account for revenue sources restricted by regulation or Board policy. Expendable trust funds account for money set-aside in special accounts by the Board to subsidize such services as bus operations.

Following approval, the budget is incorporated into the accounting system, where the budget is compared with actual performance throughout the fiscal year. The budget is an evolving document that will change as economic and business conditions warrant. Changes to the budget will take the form of budget transfers or Board approved amendments. Once the budget is adopted by the Board, the budget team tracks the performance of the actuals in comparison to the approved budget and reports the progress to Executive Management and to the Board on a quarterly basis.

OCTA utilizes several financial policies in guiding day-to-day operations and ensuring long-term financial sustainability. While there are overriding agency wide financial policies, some financial policies are program-specific. A brief description of the major financial policies follows:

### Budget Policy

OCTA's Budget Policy articulates that an annual budget will be prepared in accordance with the CBP, will be subject to a public hearing, and expenses will be controlled at the "Major Object" level. The three Major Objects for expenses at OCTA are salaries and benefits, services and supplies, and capital expenditures.

The approved budget can be amended by the Board to alter both appropriations and estimated revenues as unforeseen circumstances arise. Division and department heads are authorized to approve appropriation transfers within major objects. Appropriation transfers between major objects require Board approval. Accord-

ingly, the legal level of budgetary control at which expenditures cannot exceed appropriations for budgeted funds, is at the major object level. With the exception of accounts that have been encumbered, appropriations lapse at year-end.

### OCTD Capital Asset Reserve Policy

Each year, OCTA sets aside operating funds for future capital expenditures to support the transit system. The process of establishing the set-aside involves analyzing available grant revenues and capital requirements over the next 20 years to determine the amount that needs to be set-aside in the upcoming budget year.

### OCTA's Debt Policy

OCTA's Treasurer is responsible for the sale of debt for the specific OCTA entities that are legally authorized to issue and guarantee debt: Orange County Local Transportation Authority, Orange County Transit District, Service Authority for Freeway Emergencies, and the 91 Express Lanes. OCTA's main objectives in the sale of debt are to:

- Obtain the lowest possible cost of funds for each of OCTA's borrowing programs,
- Obtain the highest possible credit ratings that allow sufficient flexibility,
- Minimize risk exposure to variable rate debt and/or derivatives, and
- Maintain the required secondary market disclosure with the rating agencies, institutional, and retail investors.

OCTA's Comprehensive Debt Management Policy contains the policies and the procedures that govern all debt sales. All participants performing services on OCTA's debt sales must comply with the policies and procedures and are expected to consistently perform at a level which provides maximum benefit to OCTA. The Treasurer, after consultation with and approval by OCTA's Finance and Administration Committee, reserves the right to remove any participant from an OCTA transaction or underwriting pool at any time for substandard performance or failure to abide by OCTA's Comprehensive Debt Management Policy. The Treasurer actively manages all phases of each financing. All decisions related to each transaction are



subject to the Treasurer's approval. In order to obtain more details related to OCTA's Comprehensive Debt Management Policy, contact OCTA's Treasury Department.

### **Basis of Accounting**

OCTA's accounting records are maintained in full accordance with Generally Accepted Accounting Principles (GAAP) as established by the Government Accounting Standards Board. The basis for budgeting is also in accordance with GAAP except for certain multi-year contracts, for which the entire amount of the contract is budgeted and encumbered in the year of execution.

All governmental funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (e.g., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred.

Principal and interest on general long-term debt are recorded when payment is due.

Those revenues susceptible to accrual are sales taxes collected and held by the state at year-end on behalf of OCTA, intergovernmental revenues, interest revenue, and fines and fees. Property taxes are considered available if they are collected within 60 days after year-end.

In applying the "susceptible to accrual" concept to intergovernmental revenues, there are essentially two types of revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to OCTA; therefore, revenues are recognized based upon the expenditures incurred. In the other, monies are virtually unrestricted and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible-to-accrual criterion is met.

### **OCTA's Capital Replacement Fund**

OCTA undertakes a conservative approach to funding its ongoing capital requirements to support the local bus program. This process involves the establishment of a capital replacement fund that is funded each year during the annual budget process. Put simply, OCTA saves for a portion of each of its planned capital assets each year so that when an asset reaches its useful life, OCTA has the cash resources on-hand to replace the asset. This conservative, private sector-style approach affords OCTA the opportunity to maximize revenues for operating purposes by avoiding interest costs associated with debt service payments, protects the operation from wild fluctuations in funds available for service and ensures that capital assets do not fall into a state of disrepair.

On a periodic basis, OCTA reviews the financial health of each of its programs by developing a long-term financial planning document called the Comprehensive Business Plan (CBP). As part of this process, each program is reviewed over a 20-year horizon. For the bus program, the goal is to determine a financially sustainable level of service and an accompanying capital plan based on anticipated revenues.

Capital requirements are listed at a granular level in the CBP, meaning that OCTA assets are cataloged with an expected cost, depreciation, and an inflation factor. After taking into consideration any expected grant revenues for each asset, OCTA uses these three factors to determine how much in local funding needs to be set aside each year so that each asset can be replaced when it reaches the end of its useful life. For example, a standard 40-foot bus costs approximately \$600,000 and is depreciated over 18 years. If a bus is entirely locally-funded, it would mean that \$33,333 ( $\$600,000 / 18$  years) would need to be set aside each year to replace that bus after 18 years. This process is applied to each OCTA asset and establishes a total amount of local funds that needs to be set aside each year.



*California Society of  
Municipal Finance Officers*

*Certificate of Award*

*Operating Budget Excellence Award  
Fiscal Year 2017-2018*

*Presented to the*

*Orange County Transportation Authority*

For meeting the criteria established to achieve the Operating Budget Excellence Award.

*February 7, 2018*



*Drew Corbett*

*Drew Corbett  
CSMFO President*

*Craig Boyer*

*Craig Boyer, Chair  
Professional Standards and  
Recognition Committee*

*Dedicated Excellence in Municipal Financial Reporting*



# Appendix

## Cash Flow Statement - Bus Operations

(millions)	2014-15	2015-16	2016-17	2017-18	2018-19	2023-24	2028-29	2033-34
<b>Beginning Balance</b>	\$ 233.5	233.8	181.1	154.8	199.1	295.6	486.5	527.3
<b>Cash flows from operating activities:</b>								
<b>Sources of funds:</b>								
Sales Tax Revenue	150.9	161.5	171.2	180.3	188.9	229.6	281.8	346.0
Passenger Fares	58.2	59.7	63.5	68.6	70.6	86.2	104.7	123.9
Property Tax Revenue	12.3	12.4	12.5	12.7	12.8	13.4	14.1	14.8
Miscellaneous Revenues	1.9	1.4	0.9	0.9	1.0	1.1	1.2	1.3
Advertising Revenue	3.3	3.5	3.7	3.9	4.1	5.0	6.2	7.6
Alternative Fuel Tax Credit	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Sources of funds</b>	\$ <b>226.6</b>	<b>238.5</b>	<b>252.0</b>	<b>266.4</b>	<b>277.4</b>	<b>335.3</b>	<b>408.0</b>	<b>493.7</b>
<b>Cash flows from operating activities:</b>								
<b>Uses of funds:</b>								
Salaries and Benefits	114.5	112.1	112.2	110.8	116.3	135.0	156.9	172.8
Purchased Transportation Services	76.7	85.8	92.0	94.8	98.2	118.3	143.1	174.1
Administrative Service Expense	29.1	32.6	34.0	35.3	37.2	48.0	60.7	76.9
Maintenance, Parts and Fuel	29.0	26.8	25.6	27.7	29.4	40.6	57.2	82.2
Professional Services	15.6	16.0	16.4	17.3	17.7	20.0	22.5	25.3
General and Administrative	3.8	3.8	3.9	4.2	4.3	4.8	5.4	6.1
Other Operating Expense	5.6	6.0	6.3	6.6	6.9	8.0	9.3	10.9
<b>Total Uses of funds</b>	\$ <b>274.2</b>	<b>283.1</b>	<b>290.4</b>	<b>296.7</b>	<b>309.9</b>	<b>374.6</b>	<b>455.1</b>	<b>548.2</b>
<b>Net cash provided by operations</b>	\$ <b>(47.6)</b>	<b>(44.6)</b>	<b>(38.5)</b>	<b>(30.3)</b>	<b>(32.6)</b>	<b>(39.3)</b>	<b>(47.1)</b>	<b>(54.6)</b>
<b>Cash flows from non-capital financing activities:</b>								
<b>Operating grants</b>								
Federal Formula Grant 5307	54.6	61.3	51.4	52.9	54.7	64.9	77.2	71.1
CMAQ	2.2	2.2	0.0	0.0	0.0	0.0	0.0	0.0
<b>Operating transfers in</b>								
Renewed Measure M	3.0	3.2	3.3	3.5	3.6	4.4	5.3	6.6
Rail Feeder	2.2	2.2	2.3	2.4	2.4	2.8	3.3	4.0
<b>Net cash provided by noncapital financing activities</b>	\$ <b>62.0</b>	<b>68.9</b>	<b>57.0</b>	<b>58.8</b>	<b>60.8</b>	<b>72.1</b>	<b>85.9</b>	<b>81.6</b>
<b>Cash flows from capital and related financing activities:</b>								
Capital grants/other capital revenues	74.6	30.6	30.8	28.8	29.1	30.2	31.4	32.8
Acquisition/construction of capital assets	(91.2)	(111.5)	(79.8)	(17.6)	(8.7)	(108.4)	(105.1)	(58.1)
<b>Net cash used by capital and related financing activities</b>	\$ <b>(16.6)</b>	<b>(80.9)</b>	<b>(49.0)</b>	<b>11.3</b>	<b>20.3</b>	<b>(78.2)</b>	<b>(73.6)</b>	<b>(25.3)</b>
<b>Cash flows from investing activities:</b>								
Interest on investments	2.5	3.9	4.1	4.6	6.8	13.1	20.9	22.3
<b>Net cash provided by investing activities</b>	\$ <b>2.5</b>	<b>3.9</b>	<b>4.1</b>	<b>4.6</b>	<b>6.8</b>	<b>13.1</b>	<b>20.9</b>	<b>22.3</b>
<b>Net increase/decrease in cash</b>	\$ <b>0.3</b>	<b>(52.7)</b>	<b>(26.3)</b>	<b>44.3</b>	<b>55.4</b>	<b>(32.3)</b>	<b>(14.0)</b>	<b>24.0</b>
<b>Available Cash</b>	\$ <b>233.8</b>	<b>181.1</b>	<b>154.8</b>	<b>199.1</b>	<b>254.5</b>	<b>263.3</b>	<b>472.5</b>	<b>551.3</b>





## Cash Flow Statement - 91 Express Lanes

(millions)	2014-15	2015-16	2016-17	2017-18	2018-19	2023-24	2028-29	2033-34
<b>Beginning Balance</b>	\$ 53.5	30.6	15.7	11.1	11.0	10.6	9.0	9.9
<b>Cash flows from operating activities:</b>								
<b>Sources of funds:</b>								
Toll Revenue	34.5	36.4	38.0	40.3	43.2	57.1	76.1	101.7
Miscellaneous revenue	6.9	7.0	5.7	4.5	4.5	4.6	4.7	4.8
<b>Total Sources of funds</b>	\$ 41.5	43.4	43.7	44.8	47.7	61.7	80.8	106.6
<b>Cash flows from operating activities:</b>								
<b>Uses of funds:</b>								
Salaries & Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Management Fee Expense	2.5	2.6	2.7	2.7	2.8	3.3	3.8	4.4
Professional Services	12.0	11.2	9.9	9.0	9.3	11.7	12.5	14.4
General and Administrative	1.4	1.5	1.3	1.3	1.3	1.5	1.7	2.0
Other Operating Expenses	3.2	3.3	3.3	3.1	3.2	3.7	4.3	5.0
<b>Total Uses of funds</b>	\$ 19.1	18.6	17.2	16.1	16.6	20.2	22.3	25.8
<b>Net cash provided by operations</b>	\$ 22.3	24.8	26.6	28.7	31.2	41.5	58.5	80.7
<b>Cash flows from non-capital financing activities:</b>								
Operating grants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating transfers in	0.0	10.0	0.0	0.0	0.0	0.0	0.0	0.0
Measure M	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Renewed Measure M	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating transfers out	(3.0)	0.0	(3.0)	(3.0)	(3.0)	(3.0)	(3.0)	0.0
<b>Net cash provided by noncapital financing activities</b>	\$ (3.0)	10.0	(3.0)	(3.0)	(3.0)	(3.0)	(3.0)	0.0
<b>Cash flows from capital and related financing activities:</b>								
Capital grants/other capital revenues	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Acquisition/construction of capital assets	(32.1)	(39.6)	(18.0)	(15.7)	(15.7)	(29.8)	(43.7)	(81.1)
Bond proceeds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Principal & interest paid on bonds / COPS	(10.8)	(10.8)	(10.8)	(10.8)	(10.8)	(10.8)	(10.8)	0.0
<b>Net cash used by capital and related financing activities</b>	\$ (42.9)	(50.4)	(28.8)	(26.5)	(26.5)	(40.6)	(54.5)	(81.1)
<b>Cash flows from investing activities:</b>								
Interest on investments	0.7	0.7	0.7	0.7	0.8	1.1	1.0	0.5
<b>Net cash provided by investing activities</b>	\$ 0.7	0.7	0.7	0.7	0.8	1.1	1.0	0.5
<b>Cash to Accrual Reconciling Items</b>	\$ 0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Net increase/decrease in cash</b>	\$ (22.9)	(14.9)	(4.6)	(0.1)	2.5	(1.0)	2.0	0.2
<b>Available Cash</b>	\$ 30.6	15.7	11.1	11.0	13.5	9.5	11.0	10.1



# Appendix

## Cash Flow Statement - Rail

(millions)	2014-15	2015-16	2016-17	2017-18	2018-19	2023-24	2028-29	2033-34
<b>Beginning Balance</b>	\$ 104.1	184.5	136.4	128.9	122.4	92.6	66.1	29.3
<b>Cash flows from operating activities:</b>								
<b>Sources of funds:</b>								
Measure M2 Sales Tax	73.8	26.6	28.2	29.7	31.1	37.7	46.3	56.9
Miscellaneous Revenue	0.5	0.5	0.5	0.5	0.6	5.3	6.0	6.7
<b>Total Sources of funds</b>	\$ <b>74.3</b>	<b>27.1</b>	<b>28.7</b>	<b>30.2</b>	<b>31.6</b>	<b>43.0</b>	<b>52.3</b>	<b>63.6</b>
<b>Cash flows from operating activities:</b>								
<b>Uses of funds:</b>								
Subsidy to SCRRA	(24.6)	(25.5)	(26.3)	(27.2)	(28.0)	(32.1)	(36.2)	(40.3)
Management Fee Expense	(1.3)	(1.4)	(1.5)	(1.5)	(1.6)	(2.0)	(2.5)	(2.9)
Professional Services	(6.0)	(7.5)	(5.7)	(5.6)	(5.8)	(6.2)	(6.9)	(7.8)
General and Administrative	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Other Operating Expenses	(2.2)	(2.2)	(2.3)	(2.4)	(2.4)	(2.8)	(3.3)	(4.0)
<b>Total Uses of funds</b>	\$ <b>(34.1)</b>	<b>(36.6)</b>	<b>(35.8)</b>	<b>(36.7)</b>	<b>(37.8)</b>	<b>(43.1)</b>	<b>(49.0)</b>	<b>(55.0)</b>
<b>Net cash provided by operations</b>	\$ <b>40.2</b>	<b>(9.4)</b>	<b>(7.1)</b>	<b>(6.5)</b>	<b>(6.1)</b>	<b>(0.1)</b>	<b>3.3</b>	<b>8.6</b>
<b>Cash flows from non-capital financing activities:</b>								
Operating transfers in								
Measure M	80.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Net cash provided by noncapital financing activities</b>	\$ <b>80.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Cash flows from capital and related financing activities:</b>								
Capital grants/other capital revenues	38.8	90.5	43.9	33.7	24.2	23.7	19.6	17.5
Acquisition/construction of capital assets	(65.4)	(125.6)	(40.9)	(30.7)	(20.7)	(27.2)	(24.5)	(21.8)
Tax Exempt Commercial Paper (TECP)/Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Principal & interest paid on TECP/Bonds	(12.0)	(3.2)	(3.2)	(3.2)	(3.2)	(3.2)	(3.2)	(3.2)
Other Capital Expenses	(2.6)	(2.7)	(2.8)	(2.9)	(3.0)	(3.4)	(4.0)	(4.6)
<b>Net cash used by capital and related financing activities</b>	\$ <b>(41.2)</b>	<b>(41.0)</b>	<b>(3.0)</b>	<b>(3.1)</b>	<b>(2.7)</b>	<b>(10.1)</b>	<b>(12.1)</b>	<b>(12.2)</b>
<b>Cash flows from investing activities:</b>								
Interest on investments	1.4	2.4	2.6	3.1	3.5	3.5	2.5	1.1
<b>Net cash provided by investing activities</b>	\$ <b>1.4</b>	<b>2.4</b>	<b>2.6</b>	<b>3.1</b>	<b>3.5</b>	<b>3.5</b>	<b>2.5</b>	<b>1.1</b>
<b>Net increase/decrease in cash</b>	\$ <b>80.4</b>	<b>(48.1)</b>	<b>(7.5)</b>	<b>(6.5)</b>	<b>(5.4)</b>	<b>(6.7)</b>	<b>(6.3)</b>	<b>(2.5)</b>
<b>Available Cash</b>	\$ <b>184.5</b>	<b>136.4</b>	<b>128.9</b>	<b>122.4</b>	<b>117.0</b>	<b>85.9</b>	<b>59.7</b>	<b>26.8</b>



## Cash Flow Statement - SAFE

(millions)	2014-15	2015-16	2016-17	2017-18	2018-19	2023-24	2028-29	2033-34
<b>Beginning Balance</b>	\$ 2.4	4.1	5.3	6.7	8.0	14.5	22.9	35.8
<b>Cash flows from operating activities:</b>								
<b>Sources of funds:</b>								
Freeway Service Patrol	5.9	6.1	6.3	6.5	6.7	7.6	8.7	10.1
Callbox	2.7	2.7	2.7	2.7	2.7	2.9	3.0	3.2
Miscellaneous revenue	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Sources of funds</b>	\$ <b>8.5</b>	<b>8.8</b>	<b>9.0</b>	<b>9.2</b>	<b>9.4</b>	<b>10.4</b>	<b>11.7</b>	<b>13.3</b>
<b>Cash flows from operating activities:</b>								
<b>Uses of funds:</b>								
Salaries and Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0
Management Fee Expense	0.9	0.8	0.8	0.8	0.8	1.0	1.2	1.4
Professional Services	5.7	6.5	6.8	7.2	7.8	8.7	9.5	10.4
General and Administrative	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Other Operating Expenses	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Uses of funds</b>	\$ <b>6.6</b>	<b>7.3</b>	<b>7.6</b>	<b>8.0</b>	<b>8.7</b>	<b>9.7</b>	<b>10.7</b>	<b>17.8</b>
<b>Net cash provided by operations</b>	\$ <b>1.9</b>	<b>1.5</b>	<b>1.4</b>	<b>1.2</b>	<b>0.7</b>	<b>0.7</b>	<b>1.0</b>	<b>(4.5)</b>
<b>Cash flows from non-capital financing activities:</b>								
Operating grants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating transfers in	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Measure M	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Renewed Measure M	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating transfers out	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0
<b>Net cash provided by noncapital financing activities</b>	\$ <b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>6.0</b>
<b>Cash flows from capital and related financing activities:</b>								
Capital grants/other capital revenues	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Acquisition/construction of capital assets	(0.3)	(0.3)	(0.1)	0.0	0.0	(0.0)	(0.1)	(0.4)
Bond proceeds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Principal & interest paid on bonds / COPS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Net cash used by capital and related financing activities</b>	\$ <b>(0.3)</b>	<b>(0.3)</b>	<b>(0.1)</b>	<b>0.0</b>	<b>0.0</b>	<b>(0.0)</b>	<b>(0.1)</b>	<b>(0.4)</b>
<b>Cash flows from investing activities:</b>								
Interest on investments	0.0	0.1	0.1	0.2	0.3	0.6	0.9	1.5
<b>Net cash provided by investing activities</b>	\$ <b>0.0</b>	<b>0.1</b>	<b>0.1</b>	<b>0.2</b>	<b>0.3</b>	<b>0.6</b>	<b>0.9</b>	<b>1.5</b>
<b>Cash to Accrual Reconciling Items</b>	\$ <b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1.0</b>	<b>6.0</b>
<b>Net increase/decrease in cash</b>	\$ <b>1.6</b>	<b>1.2</b>	<b>1.4</b>	<b>1.3</b>	<b>1.0</b>	<b>1.2</b>	<b>1.9</b>	<b>2.5</b>
<b>Available Cash</b>	\$ <b>4.1</b>	<b>5.3</b>	<b>6.7</b>	<b>8.0</b>	<b>9.0</b>	<b>15.7</b>	<b>24.8</b>	<b>38.3</b>



## Cash Flow Statement - Measure M2

(millions)	2014-15	2015-16	2016-17	2017-18	2018-19	2023-24	2028-29	2033-34
<b>Beginning Balance</b>	\$ 490.3	357.5	154.0	577.8	258.7	112.0	816.9	867.7
<b>Sources of funds:</b>								
Sales Tax Revenue	301.3	322.3	341.4	359.3	376.4	457.3	561.4	689.6
Tax Exempt Commercial Paper (TECP)/Bond Proceeds	-25.0	0.0	761.5	0.0	645.5	0.0	0.0	0.0
Interest	2.6	3.3	6.9	9.4	11.9	5.9	26.6	13.5
Other Revenues (Private, Local, State, & Fed. Funding)	255.8	107.2	161.4	60.2	92.4	30.0	30.0	30.0
<b>Total Sources of funds</b>	\$ 534.8	432.9	1271.2	428.9	1126.1	493.2	618.0	733.1
<b>Debt Service</b>								
Gross Debt Service on TECP/Bonds	28.5	18.5	80.9	80.9	134.9	134.9	134.9	134.5
<b>Total Debt Service Payments</b>	28.5	18.5	80.9	80.9	134.9	134.9	134.9	134.5
<b>Program Expenditures</b>								
Freeway Projects	193.7	267.0	421.3	386.1	392.3	14.5	73.6	429.4
Streets & Roads Projects	277.2	212.5	146.0	126.6	108.8	121.8	139.2	200.7
Transit Projects	147.8	116.6	176.2	130.0	155.7	76.9	86.7	112.1
Environmental Cleanup	6.4	6.8	7.2	7.6	7.9	9.5	11.6	14.2
Taxpayer Safeguards & Audits	14.0	15.0	15.9	16.7	17.5	21.4	26.3	32.4
<b>Total Program Expenditures</b>	639.1	617.9	766.5	667.0	682.3	244.1	337.5	788.9
<b>Net cash provided by operations</b>	\$ (132.8)	(203.5)	423.7	(319.0)	308.9	114.2	145.7	(190.3)
<b>Available Cash</b>	\$ 357.5	154.0	577.8	258.7	567.6	226.3	962.6	677.3



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