

Leg. Finance - Finance Comte Files (1971-72) 8879
HB 247 cont., 254, 262, 264, 267 9

AUTHORITY

Under the 1967 legislation the Secretary's authority and responsibilities vary among the several functional areas of the department.

The former State Highway Commission, Motor Vehicle Department, and Governor's Council on Traffic Law Enforcement were "attached" to the department by a so-called "type 1" transfer and renamed respectively the Division of Highways, the Division of Motor Vehicles, and the Council on Traffic Law Enforcement. Under type 1 transfers, the transferred agencies continue to exercise their powers, duties, and functions independently of the Secretary, with the exception that budgeting, program coordination, and related management functions are performed under the direction and supervision of the Secretary.

The former State Aeronautics Commission, however, was transferred to the department by a "type 2" transfer and renamed the Division of Aeronautics. Under this arrangement, all powers, duties, functions, and responsibilities of the transferred agency are vested in the Secretary.

The State Aeronautics Commission was continued as an advisory body to the department under the name "Council of Aeronautics."

DEPARTMENT FUNCTIONS

The Secretary is required by legislation to adhere to a standard nomenclature for organization. The principal administrative subunits of the department are divisions, each headed by an administrator. Further subdivisions are bureaus, sections, and units headed by directors, chiefs, and supervisors respectively.

The department's budget for the 1969-1971 biennium, by program categories, is as follows:

	Biennium Budget (\$1,000s)
Airports and Aeronautical Activities	\$ 13,928
Highways	505,615
Vehicle and Driver Regulation	40,665
Transportation Program Administration	14,109
	<hr/>
	\$574,317

The department's personnel strength totals 4,020 distributed as follows:

Secretary's Office	89
Business Management Division	267
Planning Division	114
Aeronautics Division	26
Highways Division	2,044
Motor Vehicles Division	1,480

Funds for the Business Management and Planning Divisions come mainly from charges for services provided to other divisions.

The Aeronautics Division operates with dedicated revenues from unrefunded aviation fuel taxes, airline property taxes, and aircraft registration fees. The bulk of these revenues is allocated by the division to local airport sponsors to help defray their matching shares of the cost of federally aided airport projects.

State funds, collected mainly from users, finance the Highways and Motor Vehicle Divisions. Revenues include motor fuel taxes, driver licenses, and vehicle registration fees. There is also some bonding capability, provided by legislative action.

Secretary's Office and Staff

Included in the Secretary's Office and reporting directly to him are three bureaus for:

Policy Planning
Management Audit
Program Budget Schedule.

They provide the Secretary with an independent analysis of program proposals and advice on matters pertaining to legislation, financing, regulation, policies, internal organization, and program achievement.

Division of Business Management

The Division of Business Management provides staff services for the department. Activities are carried out by three bureaus for:

Management Services
Personnel Management
Systems and Data Processing.

All purchasing, insurance, fleet, stores, mail, inventory, and printing procurement services are brought together in the Management

STATE DEPARTMENTS OF TRANSPORTATION

Some of the problems of transportation planning, development, and intermodal coordination are thought by many to result from different government agencies having separate independent transportation responsibilities. An increasing interest has been shown in recent years in the consolidation of highway, air, water, and mass public transportation government agencies, on the premise that unification of administration would provide greater efficiency and economy in the movement of people and goods.

FEDERAL ACTION

The U. S. Department of Transportation was established by Congressional action late in 1966. That cabinet level department now includes a majority of the transportation functions of federal government. The mission of the federal DOT, as set forth in the enabling legislation, is:

- to develop national transportation policies and programs conducive to the provision of fast, safe, efficient, and convenient transportation at the lowest cost consistent therewith and with other national objectives, including the efficient utilization and conservation of the Nation's resources;
- to assure the coordinated, effective administration of the transportation programs of the federal government;
- to facilitate the development and improvement of coordinated transportation service, to be provided by private enterprise to the maximum extent feasible;
- to encourage cooperation of federal, state and local governments, carriers, labor, and other interested parties toward the achievement of national transportation objectives;
- to stimulate technological advances in transportation;
- to provide general leadership in identification and solution of transportation problems;
- to develop and recommend to the President and the Congress for approval national transportation policies and programs to accomplish these objectives with full and appropriate consideration of the needs of the public, users, carriers, industry, labor, and the national defense.

STATE ACTIONS

Departments of transportation were established in three states prior to the federal DOT. They are: Hawaii in 1959, California in 1961, and New Jersey in 1966. Following the federal action, state DOTs were established in Florida, New York, and Wisconsin in 1967; in Delaware in 1968, and in Connecticut and Oregon in 1969, bringing to nine the number of states with operating departments of transportation at the start of 1970.

During the first six months of 1970, Maryland, Pennsylvania, and Rhode Island enacted legislation to create departments of transportation. In addition, Delaware passed legislation combining the State Highway Department and a newly created DOT into a Department of Highways and Transportation. Legislation to create departments, or to provide feasibility studies, was introduced during the 1970 legislative sessions in Georgia, Maine, Ohio, South Dakota, Vermont, Virginia, and Washington, but failed in passage.

Massachusetts passed a law in 1969 establishing an Executive Office of Transportation and Construction, and legislation is pending on a feasibility study to create a department of transportation. A governmental reorganization study committee has been established in Iowa and its duties include consideration of the feasibility of creating a department of transportation.

Study groups also are concerned with state DOTs in Minnesota, Michigan, and South Carolina. In Minnesota a task force, established by the legislature, is studying transportation needs of the state. In Michigan and South Carolina inter-agency councils have been created by executive orders to study the coordination of transportation functions.

Responsibilities

Among the 12 state DOTs now operating or authorized, there is substantial variance in authority, responsibility, and organization. In part, the variations stem from legislative mandates and limitations on program authority and organizational structure. In part, they reflect differences in the needs and interests of individual states.

Department Heads

Each state DOT is headed by a single executive, reporting directly to the governor. In contrast, state highway departments are controlled predominantly by staggered term commissions, with chief administrators reporting to the commission.

The authority of DOT department heads (called the "Secretary" in six states, "Commissioner" in three states, "Director" in three

states) ranges from complete responsibility for all department programs and functions, to limited responsibilities for coordination only—with almost all possible variations of authority in between.

In such states as New York, where a strong executive role has been assigned the department head for program development, organization, direction, and management of department activities, the intent is to place increased emphasis on meeting economic, social, political, and environmental transportation demands. This total system concept includes highways, rail, water and air.

In such states as Oregon, where the department head is primarily a coordinating official, with limited responsibility for planning and overall review of subordinate programs, major organizational units incorporated into the departments retain considerable authority for independent action in carrying out programs. In some instances directing heads or commissions of the major units within the DOT are appointed by, and are more responsive directly to, the governor than to the DOT head.

Transportation Modes

Transportation functions of the various state DOTs include highways, public mass transportation, harbors and ports, aeronautics, motor vehicle registration and driver licensing, and state highway patrols. However, no one of the 12 state DOTs includes them all. Pipeline transportation is not included in any of those states.

The greatest consistency among the state DOTs is the inclusion of the state highway function as a major element of the department organization. Of the 12 state DOTs, operating and authorized, all exercise responsibility for administration, development, maintenance, and operation of a system of state highways.

Usually highway toll authorities, if any in a state, fall within the DOT. The responsibility is ambiguous in some cases, as in New Jersey, where the law states that the Turnpike and Expressway Authorities remain "bodies politic and corporate", but under DOT.

Less consistency prevails with respect to planning, financial, and/or operational responsibility for other modes of transportation or transportation facilities. In eleven states (all but Delaware) the departments include airports; in ten (all but California and Hawaii) public mass ground transportation, and in eight (all but California, Delaware, Florida, and New Jersey) harbors and/or water transportation. In seven states (Connecticut, Maryland, New York, Oregon, Pennsylvania, Rhode Island, and Wisconsin), the departments include at least some elements of four modes of transportation: highways, air, water, and public mass transit.

The degree of responsibility for transportation modes, other than highways, varies greatly not only from state to state, but from mode to mode within a single state. Among these variations of responsibility are: only statewide planning and planning assistance to local governments and authorities; administration of grant-in-aid programs for capital improvements and/or operating subsidies; and complete responsibility for planning, development and maintenance of state-owned and operated airports and harbors. In some states authority has been granted the departments for conducting demonstration projects to promote public mass transportation.

In six states, the divisions of motor vehicles are included in the department organization, and two of these states also encompass the state highway patrols.

Planning

The second most notable consistency among the established state DOTs is in the assignment of responsibility (in varying degree in all 12 states) to the departments for comprehensive transportation planning and development of state master transportation plans. Where this responsibility is coupled with development authority and finance plans, the planning process provides a base for establishment of goals and coordination in development of the total transportation system.

Highway Finance

In general, the creation of state DOTs has not changed the state's role in highway development and operations. In eight of the 12 states (all but Delaware, Maryland, New York, and New Jersey) the state highway function and highway grants-in-aid to local governments continue to be financed essentially from road user taxes and fees, as in the past. In three of those states (California, Oregon, Pennsylvania) highway user taxes and fees are dedicated for highway purposes by constitutional amendments.

Three states (Delaware, New Jersey, and New York) are "one-fund" states in which the highway function has traditionally been financed by legislative appropriations from the general fund, supplemented by bond issues.

Only in Maryland has creation of the state DOT involved a revolutionary departure in finance. There the enabling legislation provides for the establishment of a single Transportation Trust Fund into which will be paid all highway user taxes and fees and use charges and taxes related to other forms of transportation. The Maryland law is not effective until July 1, 1971. Its possible effect on highway development is not predictable at this time.

Planning Division

The Planning Division assists the state planning agency in preparation of transportation elements of the "long-range state guide plan" and has direct responsibility for functional and area plans, project plans, improvement programs, and implementation programs consistent with the state guide plan.

The division collects and analyzes statistical information on all modes of transportation and makes corridor, route location, feasibility, facility needs, and other studies as required to support department programs.

Public Works Division

This division, headed by a chief engineer, is responsible for design, engineering, and supervision of construction for highways, transit facilities, airport facilities, port and waterway facilities, and all other transportation facilities under department control. Related functions include traffic engineering, soil surveys and studies, and material testing.

Maintenance Division

Maintenance of all roads, bridges, airports, piers, port terminal facilities, other transportation facilities, and landscaped areas under control of the department is the responsibility of the Maintenance Division. The division is also responsible for installation and maintenance of traffic control signs and signals.

Airports Division

The Airports Division operates all state-owned airports, heliports, and other facilities for air transportation, including passenger and cargo terminals, parking facilities and other supporting facilities, emergency services, and security services. It also regulates aeronautical matters and supervises the location, maintenance, operation, and use of privately-owned civil airports, landing areas, navigation facilities, air schools, and flying clubs.

Division of Motor Vehicles

This division is responsible for motor vehicle registration, testing and licensing of motor vehicle operators, inspection of motor vehicles, administration of highway safety programs, enforcement of laws related to the issuance, suspension and revocation of motor vehicle registrations and driver licenses, and administration of the state financial responsibility law.

STATE TRAFFIC COMMISSION

The department provides staff services and quarters for the State Traffic Commission.

The commission consists of four members, including the Director of the Department of Transportation. Its duties consist of formulation and publication of a manual establishing a uniform system of traffic control signals, devices, signs, and markings for use on public highways.

WISCONSIN

The Wisconsin Department of Transportation was established in 1967 by an act providing for functional reorganization of the executive branch of state government. Included in the department are the former State Highway Commission, Motor Vehicle Department, State Aeronautics Commission, and Governor's Council on Traffic Law Enforcement.

By legislation in 1969, the department was assigned responsibility for intermodal transportation planning, including:

"all planning in the area of highways, motor vehicles, traffic law enforcement, aeronautics, mass transit systems and for any other transportation mode The department may direct and undertake planning for ports, harbors and waterways when requested by a state, regional or municipal agency or harbor commission."

The department is headed by the Secretary of Transportation appointed by the Governor with the advice and consent of the Senate. The Secretary, with the Governor's approval, is authorized to establish the internal organization of the department and to allocate duties and functions so as to promote economic and efficient operation.

Activities of the department are grouped into five major organizational components:

- Division of Business Management
- Division of Planning
- Division of Aeronautics
- Division of Highways
- Division of Motor Vehicles.

The Secretary and the five division heads constitute a Transportation Board to formulate department policies.

the board to the extent that such participation is not incompatible with their positions as members of the Legislature.

The functions and duties of the board, as set forth in the enabling legislation, are to advise and assist the Secretary and the Legislature in formulating and evaluating state policy and plans for transportation programs, including the following specific duties:

"(a) Request and review reports from the Office of Transportation Planning and Research, and from other sources as it may determine, pertaining to public financial participation in transportation system development, planning, construction, and operation, including the extent and nature of participation by local regional, state and federal governments,

"(b) Review master plans for major portions of the overall statewide transportation system,

"(c) Review the transportation implications of major statewide and regional comprehensive general plans,

"(d) Based upon said reviews of financing and master plans, present such advice and recommendations as it deems appropriate,

"(e) Assist, if so requested, in the determination of geographic boundaries of regional transportation districts,

"(f) Assist any appropriate committee of the Legislature whose activities relate to the transportation field, if requested, in the field of overall balanced transportation, or any segment thereof."

To provide the board with adequate technical evaluation and planning information, an Office of Transportation Planning and Research has been established by administrative action as a part of the Secretary's staff. It is responsible for coordinating planning with other governmental agencies during early stages, without direct involvement of the agency's transportation-related departments until the preliminary planning has progressed to the point of defining departmental responsibilities.

BUSINESS REGULATORY DEPARTMENTS

The seven departments of the Business and Transportation Agency that are concerned with development and control of various business sectors of California's economy are financed from general fund appropriations. Since their activities are not directly related to transportation, their functions, duties, and organization will not be reviewed in this discussion.

The business-related departments, together with their 1970 fiscal year budgets and personnel strength are:

	Budget (\$1,000's)	Personnel Strength
Department of State Banking	\$ 1,415	78
Department of Insurance	4,216	287
Department of Real Estate	2,995	223
Department of Alcoholic Beverage Control	5,850	421
Department of Corporations	3,055	296
Department of Housing & Community Dev.	2,040	121
Department of Savings and Loan	2,797	169
Totals —	\$22,368	1,595

TRANSPORTATION RELATED DEPARTMENTS

Of the four transportation related departments of the agency, one is concerned with public airports and general aviation and the other three with motor vehicle transportation. There is no statewide program of capital improvements, grants, subsidies, or other assistance for mass transit or water transport. The legislature has, however, created several regional transportation districts and authorized special taxing powers or specific financial assistance for them.

The four transportation related departments of the agency, together with their 1969-70 fiscal year budgets and personnel strength, are:

	1969-70 Budget (\$1,000's)	Personnel Strength
Public Works	\$888,500	18,347
California Highway Patrol	116,412	7,178
Motor Vehicles	69,615	6,778
Aeronautics	2,235	20

Research and Demonstration

The agency has a number of mass transit research and/or demonstration projects underway with local, regional, and federal cooperation. Some of these projects were specifically authorized by the legislature. Examples include:

1. A feasibility study of bus rapid transit systems in the Los Angeles and San Diego areas, pursuant to Senate Concurrent Resolution 67 of 1968.

hearings throughout the state as it determines necessary on transportation matters, including the economic and social effects of alternative transportation proposals. Information acquired at such hearings is to be compiled and submitted by the commission to the Governor and to the Secretary of Transportation.

The commission is also responsible for review of all information available on the needs of the state for transportation facilities and services, the determination of construction programs and recommendation of the order of priority in which "highways, rapid transit, railroad, omnibus, marine and other mass and bulk transportation facilities and services, and aviation and airport facilities and services should be constructed or reconstructed." It is to certify its determinations from time to time to the Governor, the General Assembly, and the Secretary.

State Transportation Advisory Committee

The DOT legislation also provides for a 30-member State Transportation Advisory Committee which is required to meet at least four times annually.

The duties of the committee are:

"to consult with and advise the State Transportation Commission and the Secretary of Transportation in behalf of all the transportation modes of the Commonwealth and to aid and assist the State Transportation Commission and the Secretary of Transportation in the determination of goals and the allocation of available resources among and between the alternative modes in the planning, development and maintenance of programs, and technologies for transportation systems and to advise the several modes the planning, programs and goals of the department, and the State Transportation Commission."

ORGANIZATION

The department's internal structure consists of five major organizational components each headed by a Deputy Secretary appointed by the Secretary with the approval of the Governor.

Deputy Secretary for Administration

The Deputy Secretary for Administration is responsible for those duties and functions concerned with the fiscal affairs of the department, the management information system, office services, personnel, and operations analysis and improvement.

The work is carried out through four bureaus:

- Bureau of Fiscal Management
- Bureau of Management Information Systems
- Bureau of Office Services
- Bureau of Personnel.

Deputy Secretary for Planning

The Deputy Secretary for Planning is responsible for department functions related to environment, conservation, health, recreation and social considerations, transportation planning statistics, economics research, program and budget on advance planning.

The activities are carried out through three bureaus:

- Bureau of Advance Planning
- Bureau of Economic Research and Planning
- Bureau of Transportation Planning Statistics.

Deputy Secretary for Highway Administration

The Deputy Secretary for Highway Administration is responsible for carrying out the powers and duties of the former Department of Highways related to design, construction, maintenance, and land acquisition for state designated highways. He also acts as Chief Engineer.

Activities are carried out through seven central office bureaus and 11 engineering district offices. The seven bureaus:

- Bureau of Construction
- Bureau of Design
- Bureau of Maintenance
- Bureau of Landscape Development
- Bureau of Materials Testing and Research
- Bureau of Traffic Engineering
- Bureau of Right of Way

report to the Deputy Chief Engineer—Central Office.

Five engineering district offices report to the Deputy Chief Engineer—East, the remaining six to the Deputy Chief Engineer—West.

Deputy Secretary for Local and Area Transportation

The Deputy Secretary for Local and Area Transportation is responsible for department functions formerly carried out by the Mass Transportation Division of the Department of Community Affairs, the Pennsylvania Aeronautics Commission, and the High-Speed Rail Demonstration Programs in the Department of Commerce.

Activities includes services to municipalities, local and public transportation, planning, development and funding of local and public transportation, technological development of air, rail, water or other transportation modes, environmental design, improvement of transportation services, and airports and aircraft.

Work is carried out through three bureaus:

Bureau of Mass Transit Systems
Bureau of Aviation
Bureau of Municipal Services.

Deputy Secretary for Safety Administration

The Deputy Secretary for Safety Administration is responsible for carrying out the powers and duties formerly performed by the Bureau of Motor Vehicles and the Bureau of Traffic Safety of the Department of Revenue. He is also responsible for the conduct of studies related to highway safety and safety in other modes of transportation.

Activities are carried out through three bureaus:

Bureau of Motor Vehicles
Bureau of Traffic Safety
Bureau of Accident Analysis.

HIGHWAY FINANCE

In Pennsylvania highway user taxes and fees are dedicated for highway purposes by constitutional amendment. The legislation authorizing the department includes a provision that the constitutional requirements prohibiting diversion of highway funds "must be unequivocally adhered to."

RHODE ISLAND

The Rhode Island Department of Transportation was established September 1, 1970. It is headed by the Director of Transportation appointed by the Governor with the advice and consent of the Senate.

The Director is responsible for all the powers, duties and functions formerly carried out by the:

Department of Public Works
Registry of Motor Vehicles
Turnpike and Bridge Authority
Council on Highway Safety.

The enabling legislation also states the Director shall be responsible for:

"preparation of short-range plans, project plans, and implementation of programs for transportation; for port and waterways facilities where the principal purpose is transportation and management of port properties, warehouses, and state piers which function primarily as transportation facilities; and for maintaining an adequate level of rail passenger and freight services, including the administration of any financial or technical assistance which may be made available to operators of railroad transportation facilities."

Although the Rhode Island Public Transit Authority remains independent of the department, the Director serves as an ex officio member of the authority and the department acts as an agent for the authority in planning, designing, and construction of transportation facilities under control of the authority.

ORGANIZATION

The internal structure of the department, as specified in the authorizing legislation, includes the:

Division of Administration
Planning Division
Public Works Division
Maintenance Division
Airports Division
Division of Motor Vehicles.

The Director is authorized to establish additional organizational units and to assign responsibilities as he determines necessary to the proper and efficient functioning of the department.

Division of Administration

This division includes offices for business management, public information, audit, property management, and legal counsel.

In addition to the usual personnel and staff service functions, the division is responsible for bridge toll collections, administering financial support to railroad passenger and freight service, management of state piers and related facilities used for port or waterway transportation purposes, and right of way acquisition.

SUMMARY

Because of their relative youth, most state DOTs are far less "institutionalized" than old-time governmental agencies. The integration of organizations, work programs, and financing are at widely varying points. In some states there is evidence of an evolutionary process in which greater integration may be made in the future; in others, present lines of demarcation may continue indefinitely; perhaps in some cases, some existing functions will be separated from the DOTs and transferred to other agencies.

The greatest degree of integration seems to exist in New York State where there are no separate modal divisions in the department organizational structure. However, other types of organizations can work and are working under capable administrators. Each organizational form has certain advantages and disadvantages.

In general, the viewpoints and opinions expressed by extremists, both pro and con, on the merits of state DOTs do not appear warranted. Overall, the highway function in the DOTs continues to receive predominant emphasis and attention, as the largest member of the transportation modes. Progress is being made in integration of inter-modal transportation planning, basically along lines previously initiated by the former state highway departments. There appears to be closer control of transportation programs by governors, through appointed DOT heads, with legislatures continuing to establish broad policies and financing.

The following sections of the report describe separately the authority, financing, organization, and functions of each of the nine state DOTs in operation as of the beginning of 1970 and briefly review highlights of legislation for the three departments created this year. The departments are described in alphabetical order by states.

The format for reporting on individual DOTs is as uniform as possible, considering the variety of organization and authorities in DOTs. Only those transportation functions included in each state department are discussed in the individual reports.

CALIFORNIA

In 1961 California created by legislative act a Highway Transportation Agency which included the Department of Public Works, the Department of Motor Vehicles and the Highway Patrol. The agency was headed by a single executive, known as the Administrator,

who was responsible for general supervision of the operations of each department. Subsequent legislative acts and executive actions have greatly expanded the scope, functions, and responsibilities of the original agency. It is now known as the Business and Transportation Agency, headed by a Secretary appointed by the Governor subject to confirmation by the Senate.

As presently constituted, the Business and Transportation Agency consists of 11 departments, seven of which are business regulatory departments and four of which are transportation oriented departments. The agency's budget for the 1969-70 fiscal year totals approximately \$1.1 billion. Personnel strength totals about 34,000.

AUTHORITY

The Secretary has broad statutory powers over the operations of the agency. He may issue such orders as he deems appropriate to exercise any power or jurisdiction, or to assume or discharge any responsibility, or to carry out or effect any of the purposes vested by law in any department in the agency. He advises the Governor and assists in establishing major policy and program matters affecting each department. He also serves as the principal communication link for the effective transmission of policy problems and decisions between the Governor and each department.

The Secretary is generally responsible for sound fiscal management of each department; reviews and approves proposed budgets; holds department heads responsible for management control over administrative, fiscal, and program performance of their departments; and reviews the operations and evaluates the performance of each department for the purpose of improving the organizational structure, operating policies, and management information systems.

State Transportation Board

In response to a recommendation of the Governor's Task Force on Transportation, in 1969 the Legislature established a State Transportation Board within the Business and Transportation Agency to provide the Secretary and the Legislature:

"with advice and assistance in a broad overview of the effectiveness and compatibility of public programs in transportation in relation to other public programs and private enterprises. . . ."

The State Transportation Board consists of seven members appointed by the Governor with consent of the Senate. In addition, the chairmen of the Senate and the Assembly Transportation Committees are ex officio members without vote. They participate in the activities of

—the commissioners are to meet at least monthly; at least four times a year representatives of the ports and port authority are to “meet to discuss and solve problems of common interest within the region”

—representatives of the ports are to choose a chairman and other officers for each region.

The administrator of the division sees his mission as mainly coordination with port areas already in existence. The 24 ports in Oregon are organized with varying degrees of staff and organizations. The Port of Portland, in its own right, is an established agency of state government administered by nine commissioners. They have broad responsibility for commercial and general aviation, industrial development, and maritime functions. The port has unique state impact partly because the Portland International Airport is under the jurisdiction of the port. It also has channel surveillance in the Columbia River.

Some planning activity is being carried on by the Ports Division, in cooperation with the planning coordinator in the Director's Office. There is a study of use and ownership of all port areas carried on with the state planning department and the ports commissions. The Ports Division is concerned with one such study of the lower Columbia River area which includes the ports of St. Helens and Astoria, as well as Portland.

The legislative mandate of a fourth port region for “dry” ports is arousing much interest in the communities because of bonding possibilities for the development of the area.

The division has received a general fund appropriation for its first biennium.

PENNSYLVANIA

The Pennsylvania Department of Transportation started operations July 1, 1970. The legislation authorizing establishment of the department states it is:

“in the public interest to assure the coordinated effective administration of the transportation programs of the State Government, to facilitate the development and improvement of coordinated transportation service by local government and private enterprise to the maximum extent feasible; to encourage cooperation of Federal, State and local governments, carriers, labor and other interested parties toward the achievement of providing needed facilities for movement of people and goods; to stimulate technological advances in transportation; to provide general leadership in

the identification and solution of transportation problems; and to develop inter-modal transportation policies and programs to accomplish these objectives with full and appropriate consideration of the needs of the public, users, carriers, industry and labor.”

Transferred to the department are the powers, duties and responsibilities of the former:

Department of Highways
Bureau of Motor Vehicles, Department of Revenue
Bureau of Traffic Safety, Department of Revenue
High-Speed Rail Demonstration Programs in the Department of Commerce
Mass Transportation Division, Department of Community Affairs
Pennsylvania Aeronautics Commission, Department of Military Affairs
Hazardous Substances Transportation Board.

The department is headed by the Secretary of Transportation appointed by the Governor with the advice and consent of the Senate. The Secretary is responsible for supervision and direction of the department and is empowered to do:

“all things necessary and proper in order to obtain any benefits afforded under the provisions of any act of the United States Congress, the General Assembly of the Commonwealth of Pennsylvania and/or any governing body of any political subdivision of the Commonwealth of Pennsylvania, and also the governing body of any private agency for any purpose connected in any way with the Department of Transportation.”

The enabling legislation stipulates that the department, before acquiring rights of way for any transportation project, must consider the effects of such project on the environment, including consideration of such factors as conservation, pollution, displacement, recreation, aesthetics, public health and safety, and employment. The Secretary must insure that “no adverse environmental effect is likely to result from such transportation route or program;” or “there exists no feasible and prudent alternative to such and all reasonable steps have been taken to minimize such effect.”

The department's budget for the current fiscal year is approximately \$1 billion. Personnel strength totals about 25,000.

State Transportation Commission

The Secretary also acts as chairman of a 13-member State Transportation Commission. The commission is authorized to hold public

2. A research study on transportation employment relationships in east and south-central Los Angeles, financed with federal assistance.
3. A joint freeway-busway project on the San Bernardino freeway, from El Monte to Los Angeles, financed from transit district, state, and federal funds.
4. An evaluation of transportation systems, under a HUD grant, with particular attention to peak-hour passenger demands in urban and recreational areas and multiple use of public air, land, and water ways.

The agency is also responsible for administering the Public Transportation Improvement Fund pursuant to Assembly Bill 2136 of the 1969 legislative session. This bill allocated sales tax revenue raised in Los Angeles County to the Southern California Rapid Transit District and municipal transit operators within the District.

Department of Public Works

The Department of Public Works is by far the largest of the 11 agency departments, accounting for 80 percent of the total agency budget and about 55 percent of total personnel. Its basic responsibility is for planning, constructing, maintaining, and operating the State Highway and Toll Bridge Systems.

The department's revenues are derived from motor fuel taxes, vehicle registration and weight fees, federal aid, toll collections, revenue bonds, driver license fees, and other miscellaneous revenues.

The department was reorganized in 1969 to provide closer relationships with local governments and community groups on highway problems. Increased emphasis is being placed on responsiveness to public needs. Community values and planning, resource conservation, socio-economic, cultural, and aesthetic factors and coordination with other transportation modes are major considerations in arriving at key highway recommendations and decisions.

The head of the department is the Director appointed by the Governor with the consent of the Senate. The Director is responsible for the organization, direction, and operation of the department in carrying out its programs. In an advisory relationship to the Director are the State Highway Commission and the Toll Bridge Authority. Both bodies were created by the Legislature.

State Highway Commission

The State Highway Commission consists of seven members appointed by the Governor to staggered four-year terms. The commis-

sion shares responsibility with the department for the State Highway System and is empowered by the Street and Highway Code to hold hearings, adopt route locations for freeways, and to allocate monies from the State Highway Fund. The commission also has powers to declare state highway routes as freeways, adopt resolutions for condemnation of rights of way, abandon or relinquish superseded state highway rights of way and to approve leases of air rights over and under freeways.

Toll Bridge Authority

The Toll Bridge Authority is empowered to direct the department to construct and acquire toll bridges, tubes and other approaches and crossings. It may issue revenue bonds and fix toll rates. The authority is composed of the Governor, as chairman, Lieutenant Governor, Secretary of the Business and Transportation Agency, Director of Finance, and a fifth member appointed by the Governor. The Director of Public Works serves as administrative officer.

Office of Planning and Policy

An Office of Planning and Policy, under the Department's Chief Deputy Director, provides leadership and direction to the planning of the highway and bridge system and coordination with other modes of transportation. This office also makes recommendations concerning highway routes, budgets, and planning programs to the State Highway Commission and coordinates departmental planning activities with other state government and local agencies.

Organization

Activities of the Department of Public Works are carried out through four major organizational components. They are:

- Division of Administrative Services
- Legal Division
- Division of Bay Toll Crossings
- Division of Highways.

Division of Administrative Services

The Division of Administrative Services was established in the 1969 reorganization by transfer of functions and employees from the three other divisions. The primary objective was to streamline and consolidate activities and to provide essential support staff services on a departmentwide basis. The division provides general staff and service functions in the areas of fiscal management, service and supply,

personnel management, budget and management analysis, management development and training, and computer systems.

Legal Division

This division provides legal services to the department and its organizational units. Principal activities include handling condemnation cases for right of way acquisition, claims and lawsuits resulting from hazardous highway conditions, and miscellaneous cases such as recovery of damages to state highway facilities and vehicles. The division also provides "in-house" legal counsel and opinions, reviews contract documents, leases, accident reports and other forms and reports.

Division of Bay Toll Crossings

The Division of Bay Toll Crossings is responsible for construction, maintenance, and operation of toll and other facilities authorized by the Toll Bridge Authority. It also maintains a close liaison with the Bay Area Rapid Transit District in the construction of the transbay tube and approaches which are being financed by toll revenues from the San Francisco Bay Bridge. Activities of the division are carried out through a Planning Branch, a Design Branch, a Construction Branch, an Operations Branch and an Administrative Branch. Personnel strength totals approximately 950 of which about half are in the Operations Branch.

Division of Highways

The Division of Highways is responsible for administration of a 14,300-mile system of state highways carrying approximately 55 billion vehicle miles of travel annually. The division's 1969-70 budget is \$840 million; its personnel strength about 16,800. Projects under contract on June 30, 1969 totaled \$1,088,765,000, an all time high. Activities of the division are carried out through seven staff offices for:

- Planning and Evaluation
- Program Management
- Engineering Services
- Right of Way
- Highway Project Development
- Bridge
- Highway Operations.

In addition, there are 11 District Offices to carry out field activities of the Division of Highways. The districts report directly to the State

Highway Engineer and are responsible for highway planning, design, and construction functions within their areas, as well as for maintenance and operations.

Department of Highway Patrol

This department has the primary responsibility for providing adequate patrol at all times to assure the safe and lawful use of highway facilities. The department also carries out a statewide passenger vehicle inspection program for violations of the vehicle code equipment requirements, and an off-highway motor carrier inspection program involving both commercial vehicles and terminal facilities. Other activities include research in smog control and sound level enforcement; and assistance in controlling civil disturbances which are beyond control of local authorities and which jeopardize the free and safe movement of motor vehicles.

Activities of the highway patrol are financed by appropriations from the State Motor Vehicle Fund. This fund includes revenues from motor vehicle registrations, weight fee, drivers licenses, and other miscellaneous fees and penalties.

Department of Motor Vehicles

Major objectives of the Department of Motor Vehicles are to promote public safety on the highways through licensing of vehicle operators, and to provide identification and security of property rights in vehicles. The department is also responsible for administering specific statutes having to do with occupational licensing of persons and firms in industries and specialties related to motor vehicles. This includes such things as advertising practices of automobile dealers.

In addition, the department administers the motor vehicle financial responsibility laws and collection of the use tax on used vehicles. Other activities include maintenance of driver records and the conduct of driver improvement programs.

Activities of the Department of Motor Vehicles are financed by appropriations from the State Motor Vehicle Fund.

Department of Aeronautics

The mission of the Department of Aeronautics is to encourage, foster and assist in the development of recreational and non-commercial aviation and to aid in the establishment of airports and air navigation facilities. The department is headed by a Director appointed by the Governor subject to Senate confirmation.

from the state highway fund. Costs of maintaining and operating overnight camps are financed from camp user charges.

The county-city division, in addition to highway activities administers a marine facilities program. This is a grant program available to cities, counties or other units of local governments on a 50-50 matching basis to develop marine parks and facilities in areas easily accessible to state highways.

The division works with local agencies in the development of the cooperative, comprehensive, continuing transportation plans for the three metropolitan areas in Oregon. The division also assists many of the smaller communities to develop transportation plans.

Highway funding comes from federal aid, fuel taxes, motor vehicle fees, and bonds. State highway user taxes are dedicated by the state constitution to highway purposes.

Mass Transit Division

The Mass Transit Division is under the supervision and control of three commissioners, appointed by the Governor for four-year terms. The division is responsible for statewide coordinating, planning, and research systems involving mass transportation of "human beings."

Since this is such a new state agency, the administrator is searching for the best method and structure within which to work. At this initial point, he is concentrating mainly on the coordinative aspects of his mission. The division is analyzing public transportation in the state, as a first step.

The 1969 legislature passed two bills which provided for establishment of (1) mass transit, and (2) metropolitan service districts. Portland's mass transit district has been established under the first act. A mass transit district is a municipal corporation with taxing and bonding powers which can operate transit facilities. In the event of establishment of a metropolitan service district, a transit district may be taken over by that agency. A metropolitan service district is a municipal corporation with taxing and bonding powers established to provide sewerage, waste disposal, control of surface water, and public transportation, as well as local aspects of public services that might be transferred to the district by agreement with other agencies.

In its first biennium, the division received a general fund appropriation.

Motor Vehicles Division

The administrator of the Motor Vehicles Division is appointed by the Governor and must be confirmed by the Senate. He may organize or reorganize the division with the approval of the Director.

The division has the responsibility for:

- collection of fuel taxes
- collection and registration of motor vehicles
- driver license fees, examination, improvement, and control
- compilation of traffic accident records
- operation of the communications network for state law enforcement
- vehicle inspection program for employers' vehicles used to transport workers.

The division has a computer system for registrations and licensing. Oregon is one of the first states to have a staggered motor vehicle registration renewal program, in which there is a continuous renewal of licenses instead of just one deadline date.

There are five organizational units:

- Operations
- Services
- Personnel
- Systems and Budget
- Public Information.

The operations activity includes program development and improvement, field services and fuels tax collections, and refunds.

There are 40 field offices in 14 administrative districts reporting to the assistant administrator for operations. The assistant commissioner for services has responsibility for providing computer, fiscal, and data control services.

The motor vehicle division is financed through income from motor vehicles and driver licenses.

Ports Division

The Ports Division is under the supervision and control of three commissioners appointed by the Governor for four-year terms.

The enabling legislation sets out the following requirements and responsibilities:

- the division is to be a statewide coordinating, planning and research agency for all port and port authorities of the state
- four port regions are established (one an interior region with no coastline—"dry" ports)
- no additional port or port authority may be formed without approval of the division

DEPARTMENT FUNCTIONS

The Director has the power, within the provisions of Oregon law, to appoint "subordinate officers and employees."

The Director's role is primarily in the areas of planning, research, and coordination, working with the administrative divisions. Each division submits its own budget to the Governor. However, the Director's staff is working on implementation of a planning-programing-budgeting system for the department at the request of the Governor.

A distribution of the 1969-1970 biennium budget and personnel strength follows:

	Biennium Budget (\$1,000s)	Personnel Strength
Office of Director	\$ 201	5
Aeronautics Division	1,600	11
Highway Division	337,900	3,800
Mass Transit Division	64	2
Motor Vehicles Division	11,400	600
Ports Division	64	2
	<hr/> \$351,229	<hr/> 4,420

Transportation planning is not integrated within the department. A planning coordinator, in the Director's office, cooperates with the administrative divisions on planning matters, but each division retains responsibility for its own planning. Only in the Highway Division is there a significant long range planning activity.

The Director believes that an important role of the department is to work with local jurisdictions, especially in the fields of mass transportation, ports, and aeronautics.

Activities of the Director's Office are financed by proration against the various division budgets.

Aeronautics Division

The State Board of Aeronautics is appointed by the Governor. Members serve five-year staggered terms. The Administrator of the Aeronautics Division is appointed by the Board.

Major activities of the division are in development of airports, airport safety and education of the public to the part air transportation plays in the transportation system. Heliports are receiving attention, especially in connection with medical facilities. Eleven heliports at hospitals have been built or are under construction. The state owns 44 airports in local communities where there is an important

recreation, forestry, or agricultural activity. There are a total of 215 airports and airstrips in the state.

The division:

- conducts and coordinates all air search and rescue efforts in Oregon
- registers aircraft and pilots
- represents the state in cases before the Civil Aeronautics Board and represents communities, if requested
- provides limited financial assistance and technical advice to public airports, excluding the Portland International Airport which is under the jurisdiction of the Port of Portland, and technical assistance to private airports
- assists the cities, when requested, in activities with the Federal Aviation Administration concerning federal funds for airport development.

Activities and programs of the Aeronautics Division are financed from taxes and fees on aviation fuel, registrations, and licenses.

Highways Division

The three-member State Highway Commission is appointed by the Governor for three-year terms. They in turn appoint the State Highway Engineer who is the chief administrative officer of the division. There is a secretary to the commission and a comptroller appointed by the commission for four-year terms. The legal counsel, appointed by the attorney general, represents the divisions in legal matters.

The general organization of the division is as follows:

- one assistant state highway engineer has bridge, traffic and maintenance activities
- a second has construction, programing-planning, design functions and county-city engineering
- a third has state parks, materials, personnel and travel information
- an administrative assistant to the deputy chief engineer has public information and liaison with other agencies under his jurisdiction.

There are five field division offices headed by division engineers.

Oregon is unique in having a state park system under highway division responsibility. The superintendent of parks is appointed by the State Highway Commission. The park system is partially financed

State Aeronautics Board

The department also provides staff services to the State Aeronautics Board. The board consists of seven members appointed by the Governor with the consent of the Senate. Primary functions of the board are the formulation of general policy guidelines for the department; allocating funds for airport development; conducting hearings on regulatory functions of the department; and periodically reviewing and updating the Statewide Master Plan of Aviation.

Financing

The funding for the board and the department is derived from a tax on general aviation fuel. This does not include air carrier fuel. Funds are allocated by the board as local assistance grants for acquisition and development of publicly-owned airports. All grants must be matched from local funds, dollar-for-dollar. Development projects may include runways, taxiways, storage and service aprons, lighting, markers, and communication and navigation aids. Terminals and other building facilities are not eligible.

At the present time, allocation grants for public airport development total approximately \$2 million annually. Emphasis is given to the support of general aviation aircraft facilities because of the source of revenue.

In addition to development of aviation and navigational facilities, the department promotes an air safety and education program for the reduction of accidents in aviation and to insure the adequacy of training equipment, facilities, and methods in privately operated flight schools.

CONNECTICUT

The Connecticut Department of Transportation officially started operations October 1, 1969. Included in the department are the former highway and aeronautics departments, transportation authority, steamship terminals personnel and harbor masters, and boards of harbor commissioners.

The enabling act provides that the department:

"shall be responsible for all aspects of the planning, development, maintenance and improvement of transportation in the state."

The head of the department is the Commissioner of Transportation, appointed by the Governor and approved "by the General Assembly or either branch thereof." The internal structure of the department includes six operating bureaus each headed by a deputy

commissioner appointed by the Commissioner. The six operating bureaus mandated by the enabling legislation are:

Bureau of Administration
Bureau of Planning and Research
Bureau of Aeronautics
Bureau of Highways
Bureau of Rail and Motor Carrier Services
Bureau of Waterways.

The department's budget for the 1970 fiscal year totals approximately \$249 million. Personnel strength is about 6,100.

AUTHORITY

The powers, duties, and responsibilities of the Commissioner, as set forth in the legislation authorizing the Connecticut DOT, include:

- coordinating and developing comprehensive, balanced transportation policy and planning,
- coordinating and assisting in developing and operating a system which includes highway, mass transit, marine and aviation facilities and services,
- promoting coordinated and efficient use of available and future transportation modes,
- studying and improving commuter and urban travel, including providing parking facilities,
- improving transportation safety,
- developing and implementing improvement of aviation facilities and services,
- cooperating with federal, state, interstate, and local organizations in transportation,
- performing any other duties conferred by law.

Advisory Commissions

The Commissioner has as advisory commissions the Connecticut Transportation Authority, the Connecticut Aeronautics Commission, and the Steamship Terminals Commission. All were operating commissions prior to the creation of the Connecticut DOT.

The transportation authority, composed of 13 members, advises and assists the Commissioner in performance of functions and duties related to the planning, development, and maintenance of adequate rail and motor carrier facilities and services in the state.

The aeronautics commission, composed of seven members, assists the Commissioner in the development and maintenance of modern, safe, and efficient air transportation in the state.

The steamship terminal commission, composed of five members, advises and assists the Commissioner on matters related to harbors and harbor facilities.

In addition to these three statewide commissions, all harbor boards and boards of harbor commissioners (32 in total) serve in an advisory capacity to the Commissioner.

DEPARTMENT FUNCTIONS

The Commissioner appoints a deputy commissioner of transportation and the deputy commissioners for each of the six bureaus in the organization. Four of the bureaus are modal in character, being concerned with highway, air, water, and mass transportation. Two are functional, being responsible for administrative activities and inter-modal transportation planning and research.

Financing and Staffing

Activities of the department are financed from fuel taxes, motor vehicle registration fees, federal-aid, use charges, appropriations from the general fund, bond issues, and miscellaneous fees. The programs carried out by the four modal bureaus of the department are basically financially independent of each other. The programs are related to revenue sources identified with the specific transportation mode concerned.

Fundamentally, each mode continues to be financed in the manner existing prior to establishment of the department. The Bureau of Highways and the Department of Motor Vehicles are funded by legislative appropriations from highway fund revenues. The Rail and Motor Carriers Bureau may use bond issues approved by the State Bond Commission. Aeronautics activities are supported by general fund appropriations and bonds. Administrative and planning functions are funded by transfers from the other bureaus.

The 1970 budget and staffing can be summarized as follows:

	Budget (\$1,000s)	Personnel Strength
Administration	\$ 5,087	593
Planning and Research	1,116	106
Aeronautics	6,323	195
Highways	232,007	5,183
Rail and Motor Carriers	3,871	5
Waterways	266	1
	<u>\$248,670</u>	<u>6,083</u>

Bureau of Administration

This bureau operates through five offices:

- Personnel
- Fiscal Services
- Staff Services
- Rights of Way
- Data Processing.

It performs departmentwide general staff and service functions related to fiscal management, personnel, budget, staff services, etc., in addition to data processing. It is also responsible for the department's right of way activities, with the exception of legal aspects under the jurisdiction of the Attorney General.

Bureau of Planning and Research

The Bureau of Planning and Research is responsible for statewide inter-modal planning and coordination of planning efforts with Federal and local planning agencies. Operations of the bureau are carried out by two offices for planning and for research.

Major activities of the planning and research bureau are related directly to legislative requirements. The DOT law requires development of:

"a comprehensive, long-range, master transportation plan designed to fulfill the present and future needs of the state and to assure the development and maintenance of an adequate, safe and efficient transportation system."

The plan is to encompass all existing and future modes of transportation "including but not limited to transportation by highway, air, water and rail." The initial plan is to be completed by January 1, 1971 and submitted to the Governor. Thereafter it is to be revised annually.

In addition, the Commissioner is required on or before September 1, 1971, and annually thereafter, to:

"conduct and complete an investigation and study of the several modes of transportation in the state, in which he shall evaluate the adequacy of the facilities and services connected with each such mode and shall determine the needs of the state transportation system."

In the conduct of the needs studies, the Commissioner is specifically directed to consult with the three advisory commissions of the department in matters relating to rail and motor carrier services and facilities, aeronautics, and harbors and harbor facilities.

The division also develops state transportation goals and policies, programs to attain the objectives of the goals and the state transportation plan, and provides technical, professional, and administrative resources. In addition, the division, in cooperation with the local agencies, develops comprehensive transportation plans for metropolitan areas.

The Development Division assists air, rail, and motor carrier agencies, mainly at the local level. Programs are administered and/or given financial, managerial, and technical assistance under the transportation plan and the bond act.

The division also is concerned with resource development, through economic studies, demonstration projects, advanced technology research and development, and legislative and regulatory analysis.

Office of Transportation Operations

Four divisions report to an assistant commissioner for transportation operations:

- Design and Construction
- Real Property
- Maintenance
- Traffic Engineering and Safety.

The Design and Construction Division reviews design and construction plans prepared in regional offices and coordinates their activity and progress. It supervises materials testing, coordinates the environmental and other cooperative inputs to the programs, and supervises the design hearing process. Bridge design is done mainly in the headquarters office while other design activity is carried on through the regional offices.

The Real Property Division carries on land acquisition and relocation assistance programs.

The Traffic Engineering and Safety Division directs and coordinates a comprehensive traffic engineering program for the state. The highway safety program is administered through an interdepartmental committee. The Secretary to the Governor is the designated statewide safety coordinator; the Commissioner of motor vehicles is the Vice Chairman of the committee and staffs the safety operation.

The Maintenance Division has responsibility for state highways and the barge canal system. Highway maintenance activities are carried on through the regional and residency offices. The 524-mile system of canals of the inland waterway is operated through four divisions, providing not only transportation facilities for cargo but also a water resource for industry, agriculture, and recreation.

OREGON

The Oregon Department of Transportation began operation July 1, 1969, as part of a general reorganization of state government. The Director of Transportation is appointed by the Governor and confirmed by the Senate.

Aeronautic, highway, motor vehicle, port, and mass transit activities of Oregon are legislatively placed within the department "under the supervision of a Director of Transportation." But each activity retains its own authority and power, either through a commission and administrator or, in the case of motor vehicles, only an administrator.

The legislation calls for the following administrative divisions:

- Aeronautics
- Highway
- Mass Transit
- Motor Vehicles
- Ports.

Each function retains its independent financing status, as well as its powers. However, the legislation states that the motor vehicles, mass transit, and ports divisions can organize and reorganize their divisions "with the approval of the Director of Transportation."

AUTHORITY

Under the legislation, the Director is mandated to:

- provide administrative facilities and services for the agencies within the department, "but the discretionary duties, advisory functions or review powers vested by law in such agencies shall be performed solely by the respective agencies"
- develop for the governor "legislative, budgetary and administrative programs" for "comprehensive, long-range, coordinated planning and policy formulation in the matters of public interest related to the department" and "for purpose of administration" he reviews the organization of the department and reports to the governor on changes "properly to segregate and conduct the work of the department"
- submit to the 1971 legislative session recommendations "he considers appropriate regarding the organization, facilities, duties and powers of the divisions of the Department of Transportation."

billion for highways, \$1 billion for mass transportation and \$250 million for aviation. Mass transportation and aviation programs are administered through capital grants to municipal corporations. State grants cover up to 75 percent of non-federal capital costs of non-self-supporting projects.

Historically, state aids to transportation, including highways, have been financed from the state general fund which is supported by user and other taxes.

The department's operating budget and personnel strength for the 1971 fiscal year are as follows:

	Budget (\$1,000s)	Personnel Strength
Management and Finance	\$ 7,475	870
Manpower and Employee Relations	767	75
Legal Affairs	578	57
Public Affairs	106	8
Planning and Development	7,004	594
Transportation Operations	159,466	14,989
	<u>\$175,396</u>	<u>16,593</u>

Administration

Four offices headed by assistant commissioners, together with a deputy commissioner, are responsible for the department's administrative activities. These are the offices of:

- Management and Finance
- Manpower and Employee Relations
- Legal Affairs
- Public Affairs.

Office of Management and Finance

This office supervises and coordinates administrative and fiscal activities of the department. Duties involve:

- review and evaluation of administration and organization
- preparation of administrative guidelines for programs
- providing administrative services
- providing printing and photographic services
- administration of electronic data processing activities
- administration of budgeting and accounting processes.

Capital projects are reviewed for conformance with the state transportation plan. A system for program management, called "program

review and analysis," requires semi-annual review of each division's activities.

Other Offices

Responsibility for the personnel functions of the department, including recruitment, training, and operations, is assigned to the Office of Manpower and Employee Relations. The Office of Legal Affairs has responsibility for direction of the department's legislative program, legal affairs, and administration of contracts and claims. The Office of Public Affairs is responsible for public information and public relations activities.

Regional Offices

There are ten regional offices headed by regional directors, reporting directly to the Commissioner, with responsibility for activities in each region consistent with established departmental policies and standards.

Office of Planning and Development

This office provides planning and developing services for the entire department and it is technical advisor to the Commissioner in policy development and program administration. These responsibilities are carried out by a Policy and Programs Group and two divisions:

- Planning
- Development.

The Policy and Programs Group develops recommendations for transportation planning and development policy and evaluates recommendations by others. Administration of programs is monitored through review of plans. Staff assistance is provided for joint development projects and for the "corridor" public hearings process. The group also provides technical assistance and coordination of planning and development work in the department.

The Planning Division is responsible for the transportation planning process, including development and coordination of a long-range comprehensive statewide master plan for:

"adequate, safe and efficient commuter and general transportation facilities and services in the state at reasonable cost to the people."

The initial long-range plan was prepared and submitted to the Governor and the State Office of Planning Coordination in September, 1968 and published as *Policies and Plans for Transportation in New York State*.

Results of the needs studies are to be reflected in the annual revision of the comprehensive long-range master transportation plan.

The department is also authorized to engage in research and experimental projects, related to existing or future modes of transportation, for the purpose of improving transportation facilities and services.

Bureau of Aeronautics

This bureau basically continues the activities of the former Connecticut Aeronautics Commission. Activities are carried out through four offices:

- State Airport Operations
- General Administration
- Licensing and Regulation
- Engineering.

The Commissioner may "designate, design, establish, expand or modify a state airways system which will best serve the interests of the state, within the limit of available appropriations." Under the legislation the Commissioner "shall have entire charge, control, operation and management of any airport or restricted landing area owned or leased by the state." The department is authorized to license airports, restricted landing areas, and other air navigation facilities.

The department may provide financial assistance to municipalities in the planning, acquisition, construction or improvement of municipally-owned airports under a 75 percent state-25 percent local matching ratio, exclusive of any federal participation. In addition, the Commissioner may make available engineering and other technical services of the department to municipalities in connection with municipal airports or other aeronautical facilities.

Bureau of Highways

The Bureau of Highways continues the activities of the former state highway department. The highway bureau operates through six offices:

- Design
- Traffic
- Town and Federal Aid
- Construction and Maintenance
- Engineering Services
- Revenues, Stores, and Property Control.

The first five offices listed report directly to the chief engineer. The other unit, Revenues, Stores, and Property Control, reports to the

deputy commissioner for highways through the bureau's executive officer. This unit will eventually service all modal bureaus of the department, but at present its activities are almost entirely related to the highway bureau.

In addition, there are four District Offices to carry out field activities of the Bureau of Highways. The districts report directly to the chief engineer and are primarily concerned with highway maintenance and operations.

Bureau of Rail and Motor Carriers

This bureau continues the activities of the former Connecticut Transportation Authority. It is organized in three divisions:

- Rails
- Bus
- Trucks.

Its responsibilities are to assist in the development and improvement of rail and motor carrier facilities and services and to promote new and better means of mass transit by land.

The Commissioner has power for "initiating, continuing, developing, providing or improving" the rail and motor carrier service. He is to do this only after determining that present facilities may be discontinued by their operators, that such discontinuance will be detrimental to the general welfare of the state, and that the use of his powers is necessary to continue the facilities. He has alternatives of finding that the facility is not being operated for the general welfare of the state, or that additional facilities are needed.

The Commissioner may participate in hearings before the Public Utilities Commission on motor carrier applications and may submit recommendations to the PUC on issuance of permits to operate motor carriers in the state.

In addition, the department is authorized to advise and assist local transit districts which may be created under other legislation (there are presently 11 such districts).

Bureau of Waterways

This bureau is responsible for the "performance of all functions and duties relating to the maintenance of modern and efficient facilities and services for the transportation of people and goods on or over the navigable waters of the state."

Powers and duties of previously existing harbor boards and commissioners are vested in the Commissioner. Harbor masters and deputy harbor masters are "subject to the direction and control" of the

Commissioner and "shall be responsible to him for the safe and efficient operation of the harbors over which they have jurisdictions."

The department is authorized to acquire, own, construct, maintain, or operate harbors, facilities, and appurtenances related to the transportation of goods or people by water.

DELAWARE

A Department of Transportation was established in Delaware by legislative act in May, 1968. Under this legislation, activities of the department were primarily concerned with problems of mass transportation.

Subsequent legislation, approved in June, 1970, combined the DOT created in 1968 and the State Highway Department into a new Department of Highways and Transportation. Provisions of this legislative act call for an internal structure consisting of:

- Office of Administration
- Office of Planning, Research and Evaluation
- Division of Highways
- Division of Transportation.

The department is headed by a Secretary of Highways and Transportation appointed by the Governor with the advice and consent of the Senate. He is responsible for supervision and direction of the department and its operations.

COUNCIL ON HIGHWAYS

The 1970 legislation provides for a seven-member Council on Highways to serve in an advisory capacity to the Governor, to the Secretary, and to the Director of the Division of Highways on highway matters. In addition to its advisory function, the Council is responsible for final approval of six-year highway improvement programs developed annually by the department and final approval of all "corridor route" projects in connection with new road alignments proposed by the department. "Corridor routes" are defined to mean:

"any existing or proposed road in an urban or rural area which is classified as part of the "principal arterial highway system" as defined in the National Highway Functional Classification Studies on record with the Department, and which serves heavy traffic corridor movements of substantial statewide or interstate travel, and as to which the concept of service to abutting land is subordinate to the provisions of travel service to major traffic movements."

DEPARTMENT FUNCTIONS

Activities of the department are primarily concerned with highways and mass transit. With the exception of limited technical assistance to public use airports, the department has no responsibilities for providing or operating air and water transportation facilities.

Office of Administration

The Office of Administration is responsible to the Secretary for general staff services and business affairs of the department including personnel, fiscal management, records, data processing, and related operations.

Office of Planning, Research and Evaluation

This office carries out comprehensive planning related to department programs, policies, and operations, including evaluation, necessary research, and data collection and analysis.

Division of Highways

The Division of Highways continues the activities of the former state highway department related to highway design, construction, maintenance, and operations. Powers and functions of the former state highway department related to fiscal management and to public lands were transferred to the Office of Administration and to the Department of Natural Resources Environmental Control, respectively.

Division of Transportation

The Division of Transportation is responsible for all the powers, duties and functions of the former state DOT.

The primary mission of the division as set forth in the 1968 legislation is:

"to promote and supply an economical, efficient integrated and balanced mass transportation system for all of the people in accordance with the need in various parts of the State; to prepare and implement comprehensive plans and programs for mass transportation development and improvement in the State; and to coordinate the mass transportation activities of State agencies, and other public agencies with mass transportation responsibilities within the State."

The department is authorized to create local transportation authorities in any part of the state upon determination of the need for mass transportation.

are 351 air facilities in the state, including five seaplane bases, 65 private air strips and 196 heliports. There are 85 airports and a limited number of heliports open for public use. The division prepares maps and directories, provides engineering and advisory services, registers airports and aircraft, and enforces aeronautical regulations. The division administers federal aid grants for airports. Aviation accidents are investigated. An active educational program is in progress and the division is active in noise abatement efforts.

NEW YORK

The New York Department of Transportation came into being September 1, 1967.

The legislation states:

"It is hereby declared to be the policy of the state of New York that adequate, safe and efficient transportation facilities and services at reasonable cost to the people are essential to the economic growth of the state and the well-being of its people and that the planning and development of such facilities and services shall be coordinated by a state department of transportation with over-all responsibility for balanced transportation policy and planning."

The authorizing legislation, in addition to establishment of the department, provided for the creation of integrated regional transportation authorities in the New York City and Buffalo metropolitan areas, as well as strengthening local government powers in mass transportation and aviation activities.

Transferred to the department were the highway and canal responsibilities of the former Department of Public Works, the remaining functions of which were assigned to other state offices. Also transferred to the new department were the functions of the State Traffic Commission, formerly in the Motor Vehicle Department, and the aviation bureau of the Department of Commerce. The former Office of Transportation in the Executive Department, with its emphasis on urban and commuter transportation related to mass transit and rail, was abolished and its activities transferred to the department.

The head of the department is the Commissioner of Transportation, appointed by the Governor, with the advice and consent of the Senate.

Activities of the department are grouped into the following offices:

Management and Finance
Manpower and Employee Relations
Legal Affairs

Public Affairs
Planning and Development
Transportation Operations.

The 1970-1971 budget (for New York's fiscal year April 1-March 31) estimates expenditures of over \$175 million for operating costs and \$700 million for capital highway construction programs and for grants to help finance mass transit and aviation projects. Because of the several years often required to complete individual capital projects, unexpected balances of capital program allocations currently average \$3 billion on any given day, \$2 billion of this representing state funds with the remainder from federal and independent authority funds.

AUTHORITY

The functions, powers, and duties of the several agencies transferred to the department became the responsibility of the Commissioner. General functions of the Commissioner set out in the law are:

- to coordinate and develop comprehensive, balanced transportation policy and planning for the state
- to coordinate and assist in the balanced development and operation of highway, mass transit, marine and aviation facilities
- to exercise and perform such other functions, powers and duties conferred or imposed by law.

The Commissioner has no advisory board of commission for departmentwide activities. He serves on and cooperates with many public authorities—regional, interstate, intrastate, and international.

DEPARTMENT FUNCTIONS

The Commissioner has authority to "create, abolish, transfer and consolidate divisions, bureaus and other units within the department not expressly established by law subject to the approval of the director of the budget." He can also appoint "deputies, directors, assistants and other officers and employees."

The internal structure of the department is organized on a "low-modal split" basis with units specializing in individual transportation modes existing only at lower levels in the department's six offices.

The department legislation was accompanied by a Transportation Capital Facilities Bond Act (Chapter 715, Laws 1967) which provided for a \$2.5 billion transportation bond issue. That bond issue, approved by the voters, provides for "acquisition, construction, reconstruction and improvement of transportation capital facilities and equipment, including required real property." The money is earmarked \$1.25

The department's budget request for the 1971 fiscal year and personnel strength is distributed as follows:

	Budget (\$1,000's)	Personnel Strength
Secretary's Office	\$ 576	34
Division of Administration	19,965	1,222
Division of Transportation Planning	7,299	259
Division of Road Operations	391,899	8,048
Division of Mass Transit	1,277	8
	<u>\$421,016</u>	<u>9,571</u>

Division of Administration

The Division of Administration is responsible for providing administrative support services for the department; administration and regulation of roadside advertising and vehicle weight; lease purchases; right of way acquisition; contract administration and operation of toll facilities. Inclusion of the right of way function under the division is a legislative mandate under the Governmental Reorganization Act of 1969.

Operations are carried out under ten major units as follows:

- Fiscal Office
- Contracts Administration Office
- Public Relations Office
- Legal Operations Office
- Right of Way Bureau
- Toll Facilities Bureau
- Personnel and Management Development Office
- Procurement and Distribution Office
- Information Systems and Services Office
- General Administrative Services Office.

Division of Transportation Planning

The Division of Transportation Planning is responsible for near-term and long-range planning and the coordination of state transportation planning efforts with federal and local governmental agencies. Major activities of the division include:

- Determination of transportation needs
- Development of long-range construction plans
- Preparation of five-year construction programs
- Preparation and publication of the department's Program Performance Budget

- Scheduling and monitoring of projects included in construction programs
- Accumulation and dissemination of transportation statistics
- Planning for bond and other alternate methods of financing transportation facilities
- County fuel tax anticipation certificate review and approval.

Operations of the division are carried out through the following organizational structure:

- Bond Development Office
- Planning Bureau
- Program Development Bureau.

The Planning Bureau includes three major sections: transportation statistics, system planning, and research. The Program Development Bureau also includes three major sections; programs development, project scheduling, and programs management. Activities of both bureaus are primarily highway system oriented at present. A limited amount of general public transportation planning is underway. In addition, a proposal for more in-depth mass transportation studies, possibly including several demonstration projects, is being prepared for legislative consideration and financing. Lack of funds for state aids or grants has precluded development of a department program of mass transit capital improvements and/or operating subsidies.

Division of Road Operations

The Division of Road Operations is by far the largest of the four department divisions, accounting for 84 percent of total personnel strength and 93 percent of total budget. Major activities include:

- Design of roads and bridges and coordination of consulting engineering designs
- Supervision of highway facilities construction by private road contractors and/or construction by division forces
- Routine and periodic maintenance of the state highway system and toll facilities by division forces or by contract
- Provision of engineering service such as materials testing and topographics, that are necessary in design and construction.

Major components of the division's organizational structure are:

- Director and staff
- Safety
- Construction
- Maintenance
- Materials and Research

road Transportation, and aviation functions formerly in the Department of Conservation and Economic Development.

Activities of the department are grouped into five major areas:*

Administration
Planning
Highways
Public Transportation
Aeronautics.

AUTHORITY

The Commissioner has all the functions, powers and duties of the three agencies incorporated into the department. Additionally he:

- develops and maintains a comprehensive master plan for transportation development,
- develops plans and programs to improve public transportation operation and services, both bus and commuter railroad,
- coordinates the transportation activities of the department and other public agencies,
- cooperates with interstate, federal, state, and private agencies in developing air commerce and facilities.

The New Jersey Turnpike Authority, Expressway Authority and Highway Authority continue as "bodies politic and corporate, with corporate succession," but such authorities are assigned to the department by the enabling legislation, thus continuing a similar assignment of these authorities to the former State Highway Department.

An 11-member Commuter Advisory Committee consults with and advises the Commissioner on affairs and problems of commuter railroads and conducts studies of specific commuter problems as requested by the Commissioner.

DEPARTMENT FUNCTIONS

The Commissioner may organize the department as he deems "necessary and expedient." He appoints the following assistants:

Assistant Commissioner of Highways
State Highway Engineer

* Note: According to Commissioner Kohl in late November, 1970, the organization reported here is rapidly becoming an historical one. In his words, the department is now in active reorganization with a massive realignment of functions. No date for completion of the reorganization was given.

Assistant Commissioner of Public Transportation
Director of Planning
Director of Administration.

Each must be qualified by training and experience for the position. If they come from the state civil service, they may retain civil service status.

New Jersey is a "general fund state", so funds for department activities come from legislative appropriations. In addition, under the Transportation Bond Act, Chapter 126, Laws 1968, bonding authority of \$440 million for highways and \$200 million for public transportation was authorized and approved by the voters.

State appropriations for 1971 and personnel strength is distributed as follows:

	Budget (\$1,000s)	Personnel Strength
Administration	\$ 5,500	526
Planning	2,400	214
Aeronautics	230	17
Highways	107,346	4,494
Public Transportation	11,007	33
	<u>\$126,483</u>	<u>5,284</u>

Administration

The Director of Administration has responsibility for general management services, including development of the budget and the data processing center.

Reporting to him are the following divisions:

Auditing and Accounting
Central Services
Investigation and Compliance
Personnel.

Planning

Planning for highways, public transportation, and aviation is the responsibility of the Director of Planning.

Three divisions report to him:

Research and Evaluation
Transportation Planning
Transportation Program Development.

A *Master Plan for Transportation* for New Jersey was completed in 1968 under the legislative mandate to "develop, from time to time

revise and maintain, a comprehensive master plan for transportation development."

The intrastate metropolitan comprehensive, continuing transportation planning studies are carried out under supervision of the director of planning. The department provides administrative and technical resources and has advisory committees of local people.

The Commissioner is an ex-officio member of two interstate compacts which carry on the planning process for those areas. One is for the New York area, the Tri-State Transportation Commission. The second is for the Philadelphia area, the Delaware Valley Regional Planning Commission.

Highways

All of the "functions, powers and duties" of the former state highway department and state highway commissioner were transferred to the department. Programs are carried on under direction of an Assistant Commissioner of Highways, a State Highway Engineer, and three assistant state highway engineers. The State Highway Engineer and the three assistant engineers are required to be qualified and competent professional engineers with actual experience in road and bridge construction and maintenance. The department has responsibility for a state highway system of slightly more than 2,000 miles.

Six divisions report to two of the assistant state highway engineers:

- Local Government Aid
- Design
- Traffic Engineering;
- Construction
- Maintenance and Equipment
- Materials.

The third assistant engineer coordinates the activities of the regional engineers. The department plans ultimately to have four regional offices in the state. Design and right of way activities will be centralized in the headquarters office.

The division of right of way reports directly to the assistant commissioner.

The department has responsibility for housing an interdepartmental statewide safety committee which is under the Assistant Commissioner for Highways.

Public Transportation

The department's public transportation programs are carried out under the Assistant Commissioner of Public Transportation.

There are three divisions:

- Public Transportation
- Public Transportation Systems Development
- Aeronautics.

The department operates a bus subsidy program. Subsidies are made available to companies which are in imminent danger of abandonment and have petitioned the Board of Public Utilities Commissioners for discontinuance of operations. The state pays 75 percent of such a subsidy, with 25 percent matching funds required from counties in which the company provides service deemed to be essential.

Commuter Operating Agency

The enabling legislation establishes a Commuter Operating Agency with the Commissioner as chairman. The agency authorizes operating subsidies and capital improvements for the state's suburban passenger railroads in order to conserve and improve railroad passenger service and provide or encourage adequate commuter or intercity bus service.

The agency investigates the financial results of each rail carrier's passenger service and determines the action required by each carrier to offset financial losses of the carriers. The agency may provide for changes in service, improvements in capital facilities, or compensation by the state for service carried out under a contract. The agency can make rules and regulations, obtain and use state and/or federal funds, acquire and lease land and/or property, and investigate matters concerning the carriers under contract. The State is presently providing operating subsidies and capital improvements for passenger railroads. Projects include buying and leasing new and rehabilitated equipment, improving stations, and upgrading tracts.

Aeronautics

The Division of Aeronautics is under the Assistant Commissioner for Public Transportation.

The division carries out programs for:

- Airport Development
- Aeronautical Licensing and Registration
- Aeronautical Inspection and Enforcement
- Flight Safety and Education
- Management and Research.

A 20-year state airport development plan is being developed. The division itself neither owns nor operates airports and aircraft. There

The Public Service Commission is relieved of responsibility for fare rates and routes on transit systems, once they are acquired and operated by a local transportation authority. Actions by local transportation authorities pertaining to fare rates, etc., as well as use of grants or other financial assistance from all sources, may be taken only with the prior consent of the department, however.

Under authority of the 1968 act the Greater Wilmington Transportation Authority was formed in July, 1968. This authority acquired the facilities of the Delaware Coach Company and the Diamond State Bus Company. Acquisition costs, as well as costs for purchase of new equipment were financed from a state grant of \$1,350,000. No other local transportation authorities have been authorized.

Aeronautics

The 1968 act also transferred the Delaware Aeronautics Commission to the Department of Transportation. The commission is charged with licensing of public use airports and helipads; providing assistance (other than financial) in protecting airfields from outside encroachments, and state licensing of pilots, mechanics, and registered aircraft.

FLORIDA

Florida first established a Department of Transportation in 1967 in accordance with provisions of Chapter 67-240, Laws of Florida. The purpose of the 1967 Act was:

"to establish the means whereby the full resources of the state can be used and applied in a coordinated and integrated manner to solve or assist in the solution of the problems of transportation, to plan, program and promote an efficient, integrated and balanced transportation system for the state; to prepare and implement comprehensive plans and programs for transportation development in the state; and to coordinate the transportation activities of existing state agencies, commissions and boards in the state."

The 1967 legislation also created a Transportation Commission to "approve all rules and regulations adopted by the Transportation Department . . ." and a Transportation Authority as an advisory board to the Commission to "coordinate the functions of the Public Service Commission, State Road Department and Department of Transportation."

The department, under the 1967 legislation, was primarily concerned with transportation policy and planning. It had practically no

control over program implementation and no authority for the state highway function except through the "advisory coordination" of the Transportation Authority.

Under a general state government reorganization act in 1969 (Chapter 69-106, Laws of Florida) the Department of Transportation was reconstituted by merging the powers, duties, and responsibilities of the following state government agencies:

- State Road Board
- State Road Department
- State Turnpike Authority
- Department of Transportation
- Transportation Commission
- Transportation Authority
- Board of Highway Secondary Trust Fund Trustees
- The Aviation Section of the Board of Commissioners of State Institutions.

ORGANIZATION

Provisions of the 1969 legislation established the internal structure of the reorganized department to include:

- Division of Administration (including all functions relating to the acquisition and condemnation of right of way)
- Division of Transportation Planning (including long-range planning functions; coordination and assistance in activities of all public bodies, authorities, agencies and special districts charged with development of expressway systems; and county fuel tax anticipation certificate approvals)
- Division of Road Operations
- Division of Mass Transit (public transportation)

The department is headed by a Secretary appointed by the Governor subject to confirmation by the Senate. The 1969 act requires that the Secretary "shall serve full time and be a professional engineer or other person qualified by education and experience in the development, regulation or operation of transportation systems."

Financing and Staffing

Activities of the department are financed primarily through trust funds provided by gasoline taxes, federal aid, sale of revenue bonds and certificates, toll facility collections, participations by other units of government, interest on investments, and miscellaneous fees. General revenue funds are used to finance activities of the Division of Mass Transit.

department, and is responsible for carrying out the Governor's policies with respect to such matters.

Board of Review

The enabling legislation establishes a seven-member Board of Review. Members are to be appointed by the Governor with the advice of the Secretary and the advice and consent of the Senate. The board will make recommendations to the Secretary regarding the operation and administration of the department and will hear and determine appeals from certain decisions of the Secretary or department.

Maryland Transportation Authority

There will be established within the department a Maryland Transportation Authority, consisting of the Secretary of Transportation as chairman and six members appointed by the Governor with the advice and consent of the Senate.

The authority will assume all powers, authority, obligations, and duties formerly undertaken by the State Roads Commission and Maryland Port Authority with respect to revenue bonds issued for construction of transportation facilities. In addition, the authority will assume control of rentals, rates, fees, tolls, or other charges for use of a service furnished by any transportation facility project. The authority is also authorized to issue revenue bonds which will be used to finance highway transportation toll facilities and certain port facilities under the control of the department.

Maryland Transportation Commission

There will also be established a 17-member Maryland Transportation Commission which is to include the present seven-member State Roads Commission. The commission is to advise and make recommendations to the Secretary and the department on all matters concerning transportation policy formulation and program execution.

DEPARTMENT ORGANIZATION

The legislation creating the department specifies that the internal structure shall include:

- State Aviation Administration
- Maryland Port Administration
- Public Transit Administration
- State Motor Vehicle Administration
- State Highway Administration.

Major organizational components of the five administrations are not set forth in the legislation.

Effective July 1, 1971, the existing State Aviation Commission, Maryland Port Authority, and Metropolitan Transit Authority are abolished and their powers, duties, and functions are transferred to the department. The existing Department of Motor Vehicles and State Roads Commission are to be incorporated into the State Motor Vehicle Administration and State Highway Administration, respectively.

FINANCE

The law creates a Transportation Trust Fund, consisting of all funds heretofore held for the account of any of the agencies, administrations, authorities, commissions, boards, and offices included in the department. All highway users taxes will go into the Gasoline and Motor Vehicle Revenue Account within the Trust Fund. From the Gasoline and Motor Vehicle Revenue Account, 17.5 percent will be earmarked to Baltimore City and 17.5 percent to counties and other municipalities for highway purposes. The balance will be made available to the Trust Fund.

Expenditures from the Trust Fund are to be in accordance with legislative appropriations for transportation facilities, including maintenance and operation.

The department is also authorized to issue Consolidated Transportation Bonds in an amount not to exceed \$500 million outstanding at any one time.

NEW JERSEY

The New Jersey Department of Transportation was created December 12, 1966. According to the legislation, the purpose of the act is:

"to establish the means whereby the full resources of the State can be used and applied in a coordinated and integrated manner to solve or assist in the solution of the problems of transportation; to promote an efficient, integrated and balanced transportation system for the State; to prepare and implement comprehensive plans and programs for transportation development in the State; and to coordinate the transportation activities of State agencies, State-created public authorities, and other public agencies with transportation responsibilities within the State."

The Commissioner of Transportation is appointed by the Governor and confirmed by the Senate. He heads the department which includes the former State Highway Department, the Division of Rail-

Design
Topographics
Estimates
Five field districts.

The construction, maintenance, material, and research functions are grouped under a Deputy Chief Engineer for Operations. The design, topographics, and estimates functions are under a Deputy Chief Engineer for Services. The five field districts report directly to the Chief Engineer.

Division of Mass Transit

Responsibilities of the Division of Mass Transit as currently assigned include:

- Promotion of mass transportation systems at local levels of government
- Coordination of local efforts in mass transportation systems
- Design and implementation of operating procedures and supervisory techniques for agencies involved in mass transit
- Development of information on mass transportation through special studies
- Analysis or data collected on specific aspects of mass transit
- Monitoring of new mass transportation technology
- Licensing of airports and approval of proposed airport sites
- Preparation, publication, and distribution of airport directories
- Conducting aviation safety workshops and seminars.

Operations of the division are carried out by:

- Research and Development Bureau
- Transportation Operations Bureau.

A substantial portion of the activities of the Transportation Operations Bureau is devoted to annual inspection and licensing of airports.

In the coming year the division proposes that its current role in urban public transportation be expanded to include state matching of local contributions for planning and feasibility studies, and for demonstration projects to promote public transportation as being economically and socially desirable. The program would be geared to:

- Development of a comprehensive information base
- Immediate action programs for improvement of existing services, and
- Development of public transportation systems which would enhance and accelerate economic goals.

Expansion of present programs will be dependent on legislative action to provide necessary funding.

HAWAII

Before Hawaii became a state in 1959, the Territorial Government's interest in transportation was controlled and administered by three separate agencies—the Board of Harbor Commissioners, the Territorial Highway Department and the Hawaii Aeronautics Commission. Each agency operated independently—financially and otherwise.

With the advent of statehood, the first State Legislature, within the framework of a general act for organization of executive and administrative offices, created the Hawaii Department of Transportation to:

“establish, maintain and operate transportation facilities of the state, including highways, airports, harbors and such other transportation facilities and activities as may be authorized by law.”

AUTHORITY

The department is headed by the Director of Transportation appointed by the Governor with the advice and consent of the Senate.

The three separate agencies previously involved in transportation activities were abolished and their powers and duties vested in the Director of Transportation

Advisory Commission

The act also created a nine-member Commission on Transportation to serve in an advisory capacity to the Director on matters within the jurisdiction of the department. Members of the advisory commission are also appointed by the Governor, subject to Senate confirmation. The commission meets at the call of the Director.

DEPARTMENT ORGANIZATION

The internal structure of the department consists of seven staff offices and three divisions for carrying out separate transportation programs related to highways, airports and harbors. Each division has four district offices, one in each of the four counties comprising the State. The department has no responsibilities for providing, or assisting in problems of, ground mass transit.

The Governor's Highway Safety Coordinator is administratively assigned to the department.

Financing and Staffing

Activities of the department are financed through fuel taxes, use charges, rental fees, service charges, federal-aids, general obligation and

revenue bonds, appropriations from the state general fund, and miscellaneous fees. While operating under a consolidated department budget, the programs and activities carried out by the three major divisions of the department are essentially financially independent of each other, and in each case are related to revenue sources identified with the specific transportation mode concerned.

The airport system is financed chiefly through federal construction grants and state revenues from airport use charges, concessions, space rentals, and aviation fuel taxes. State general obligation bond and revenue bond issues for airport capital improvements are almost entirely liquidated out of user charges and fees.

The harbors system is financed mainly by user service charges and rental fees. Capital improvements are generally financed by revenue bonds. Development and maintenance of small boat harbors is financed from general fund appropriations.

The highway program is financed from state motor fuel taxes, federal aid, general obligation and revenue bond issues, and appropriations from the state general fund.

The department's operating budget request (exclusive of capital improvement programs) and personnel strength for the 1971 fiscal year totals \$41 million distributed as follows:

	Operating Budget (\$1,000's)	Personnel Strength
Director and Staff Offices	\$ 1,457	77
Airports Division	18,398	380
Harbors Division	7,845	240
Highways Division	12,959	971
	\$40,659	1,668

Contemplated capital improvement programs for the 1971 fiscal year total approximately \$131 million, of which \$73 million is for highways, \$52 million for airports, and \$6 million for harbors.

Staff Offices

Four of the department's staff offices are grouped under the Deputy Director for Finance:

- Budget and Internal Control Office
- Personnel Office
- Property Management Office
- Office Services.

These offices provide administrative support services for the department in their respective fields.

The remaining three staff offices are under the Deputy Director for Operations:

- Programs and Contracts Office
- Engineering Computer Services Office
- Advanced Transportation Planning Office.

The Programs and Contracts Office provides project programming and contract administrative services. It also assists the divisions in development of plans integrating physical and financial planning.

The Engineering Computer Services Office provides electronic data processing services for the department, including all engineering calculations required by the transportation divisions.

The Advanced Transportation Planning Office is responsible for continuous, long-range, inter-modal transportation planning, taking into consideration factors of land use, land development, population growth, and movement within the State; and for the study and development of conceptual transportation network plans. It provides the general framework and guidelines for the more detailed planning activities carried on within the three operating divisions of the department.

Airports Division

Because of its isolation from the mainland and its unique composition, air transportation is of greater importance to Hawaii's economy than would be the case in other states. Most passenger travel to and from Hawaii and virtually all inter-island travel is by plane.

The Airports Division is responsible for a system of nine commercial airports and four general aviation airports for small planes linking all of the major islands of the State.

Activities are carried out through the following organizational structure:

- Staff Services Office
- Engineering Branch
- General Aviation Branch
- Visitor Information Program Branch
- Four District Offices.

The Staff Services Office provides administrative support services within the division.

The Engineering Branch is responsible for planning, design, construction, and maintenance of facilities comprising the State Airport System.

The General Aviation Branch promotes general aviation and business flying; maintains liaison with military and government officials and public and private organizations on matters concerning general

aviation; fosters aviation education programs and provides technical advice regarding use and occupancy of general aviation facilities.

The Visitor Information Program develops and promotes programs to welcome passengers at airports and harbors, provides information and assistance to visitors, and encourages inter-island travel.

The District Offices operate and maintain state airport facilities, including direction of aircraft and vehicles utilizing terminal aprons; inspection and maintenance of buildings, structures, aprons, taxiways and runways; and providing services for travellers, lessees, concessionaires, and the public.

Harbors Division

The Harbors Division operates and maintains all public harbor facilities in the State. These include seven deepwater harbors, four barge landings, and fourteen small boat harbors. It also provides pilot services, finances fireboat operation at the Honolulu harbor, and exercises jurisdiction and control over all ocean shores below mean high tide.

Major components of the division are:

- Staff Services Office
- Engineering Branch
- Boating Branch
- Four District Offices.

The Staff Services Office provides general administrative support services to the Division Chief and other organizational units of the division. The Engineering Branch supervises the planning, design, construction, and maintenance of harbor facilities. The Boating Branch plans and directs the marine safety, boating and beach regulation, and registration functions of the division.

The District Offices are responsible for direct management operations and maintenance of harbors and related facilities under their jurisdiction.

Highways Division

Hawaii is unique among the states in that its highways do not serve inter-county travel. The seven major islands of the State make up four counties. On each island, state highways form the "backbone" of the island's highway transportation net work. About 85 percent of the motor vehicles owned in the state are located on the island of Oahu where the capital city, Honolulu, is located.

The Highways Division of the department is responsible for administration of the state highway system totaling 954 miles and representing about 27 percent of the state's total public road and street net-

work. The state highway system includes about 50 miles of routes which are a part of the National System of Interstate and Defense Highways. These routes are all located on Oahu and serve areas important to national defense.

Operations of the Highways Division are carried out through the following organizational structure:

- Staff Services Office
- Planning Branch
- Design Branch
- Materials Testing and Research Branch
- Right of Way Branch
- Construction and Maintenance Branch
- Four District Offices.

The Staff Services Office is a support unit for the other organizational components of the division. The Planning Branch develops factual data and criteria for use in formulation of highway policy and the development of highway programs. The Design Branch is responsible for engineering surveys and construction plans, specifications, and estimates, including right of way maps. The Materials Testing and Research Branch provides services and a quality control program, not only for the highway program but for the airport and harbor programs as well.

The Right of Way Branch acquires lands, right of way, easements, and other real property required for highway programs and for other transportation projects as needed. The Construction and Maintenance Branch is responsible for engineering supervision of state highway construction projects and maintenance of the state highway system. A substantial portion of maintenance operations is carried out by counties under agreements with the State.

The District Offices perform direct field inspection of construction projects and supervise, or perform, maintenance activities on highways under their jurisdiction.

MARYLAND

Legislation authorizing a Maryland Department of Transportation was signed by the Governor May 5, 1970, but does not become effective until July 1, 1971.

The department is to be headed by a Secretary of Transportation appointed by the Governor with the advice and consent of the Senate. The Secretary is to serve at the pleasure of the Governor, shall counsel and advise the Governor on all matters assigned to the



RECORDS



CERTIFICATION

I, the undersigned, an employee of the State of Alaska, do hereby certify that the microfilm images on this microform are accurate reproductions of the original records of the State of Alaska as accumulated during the regular course of business, and that it is the established policy and practice of this State to microfilm its records and to dispose of the original records after microfilm reproductions have been made.

James D. Smith
Signature of Camera Operator

4/4/89
Date

Introduced: 3/3/71
Referred: Commerce and
Finance

BY THE RULES COMMITTEE BY
REQUEST OF THE GOVERNOR

1 IN THE HOUSE

2 HOUSE BILL NO. 254

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to mutual savings banks; and providing
7 for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 06.15.100(2) is amended to read:

10 (2) borrow funds or in any manner become an obligor for
11 funds borrowed from the mutual bank for which he is trustee, except
12 as provided in sec. 255 of this chapter [THAT A TRUSTEE MAY BORROW
13 AGAINST FUNDS DEPOSITED IN THE BANK BY HIM TO THE SAME EXTENT AS OTHER
14 DEPOSITORS];

15 * Sec. 2. AS 06.15.250(5) is amended to read:

16 (5) No participation in mortgage loans with others as co-
17 mortgagees may be permitted except with one or more financial
18 institutions, trusts, [OR] pension funds, or state or federal agencies
19 authorized to participate in such loans.

20 * Sec. 3. AS 06.15.250 is amended by adding a new paragraph to read:

21 (7) the sale of mortgages or portions of mortgages is
22 permissible when the purchaser is a state or federal agency authorized
23 to purchase such loans.

24 * Sec. 4. AS 06.15 is amended by adding new sections to read:

25 Sec. 06.15.251. INSURED OR GUARANTEED LOANS. A mutual savings
26 bank may without regard to any other provision of this chapter make,
27 buy, or sell loans for which a written commitment to insure or
28 guarantee repayment according to the terms of the loan has been issued
29 by

1 (1) an agency or instrumentality of the United States or
2 the State of Alaska;

3 (2) a private mortgage insurer authorized to do business
4 in Alaska.

5 Sec. 06.15.252. MOBILE HOME LOANS. A mutual savings bank may,
6 subject to the regulations promulgated by the commissioner, invest not
7 more than 10 per cent of its assets in loans secured by mobile homes.
8 Mobile home loans may include inventory financing for a mobile home
9 dealer and the purchase of dealer chattel paper.

10 Sec. 06.15.255. LOANS TO TRUSTEES, OFFICERS OR EMPLOYEES. A
11 mutual savings bank may not make a loan to a trustee, officer or
12 employee except with the approval of the board of trustees and the loan

13 (1) is fully secured by funds on deposit in the bank; or

14 (2) is secured by a first lien on a home owned and
15 occupied by the trustee, officer or employee.

16 * Sec. 5. AS 06.15 is amended by adding new sections to read:

17 Sec. 06.15.281. INVESTMENT IN REAL ESTATE AND BANKING PREMISES.
18 A mutual bank may acquire, purchase, hold, convey and hypothecate real
19 estate and banking premises for the following purposes only:

20 (1) such as are necessary for the convenient transaction
21 of its business, including banking offices, equipment, furniture and
22 fixtures and parking lots; provided that the purchase or investment
23 does not exceed the sum of the mutual bank's surplus accounts net of
24 capital notes and debentures; the purchase or investment may consist
25 of stock in a bank building corporation;

26 (2) the satisfaction of or on account of debts previously
27 contracted in the course of its business;

28 (3) the purchase at sale under judgment, decree, lien, or
29 mortgage foreclosure, against security held by it.

1 Sec. 06.15.282. INVESTMENT IN SERVICE CORPORATION. (a) A mutual
2 bank may, subject to the regulations of the commissioner invest in,
3 hold, and sell the capital stock and other obligations of

4 (1) any service corporation organized under the laws of this
5 state if the entire capital stock of such service corporation is
6 available for purchase only by two or more savings or banking insti-
7 tutions having their home offices in this state, to perform accounting
8 or similar functions or servicing loans primarily for such institutions
9 and their customers;

10 (2) any service corporation whose activities consist of
11 purchasing and disposing of such loans and making such investments as
12 specifically authorized by federal and state law for savings and
13 banking institutions.

14 (b) A mutual bank may invest in a service corporation an amount
15 equal to 10 per cent of the sum of its surplus accounts at the time
16 of the investment except the total investment under this section and
17 under sec. 281 shall not exceed the sum of its surplus accounts net
18 of capital notes and debentures.

19 * Sec. 6. AS 06.15.370 is amended by adding new paragraphs to read:

20 (6) "mobile home" means a movable dwelling constructed in
21 one or more units to be occupied on land, having a minimum area of
22 400 square feet and containing living facilities for year-round
23 occupancy by one family, including permanent provisions for eating,
24 sleeping, cooking and sanitation;

25 (7) "service corporation" means a corporation organized to
26 perform bank services for two or more financial institutions, each
27 of which owns part of the capital stock of the corporation.

28 * Sec. 7. This Act takes effect on the day after its passage and approval
29 or on the day it becomes law without approval.

March 3, 1971

The Honorable Eugene Guess
Speaker of the House
Alaska State Legislature
Capitol Building
Juneau, Alaska 99801

Dear Mr. Speaker:

Pursuant to State Law and the Uniform Rules of the Legislature, I am transmitting a bill which would extend the lending powers of Mutual Savings Banks to include the making of insured or guaranteed loans and mobile-home loans. The bill would also authorize Mutual Savings Banks to invest in service corporations formed for the purpose of providing accounting and similar services to banks and their customers.

This legislation is considered necessary or desirable since it will provide an additional source of financing for mobile-home and low- and middle-income housing. Service corporations will allow Mutual Savings Banks to make economic use of electronic data processing equipment and pass the resulting benefits along to their customers.

Sincerely,

William A. Egan
Governor

ALASKA STATE LEGISLATURE

SEVENTH Legislature FIRST Session

HOUSE BILL NO. 254
By THE RULES COMMITTEE BY
REQUEST OF THE GOVERNOR

"An Act relating to mutual savings banks; and providing for an effective date."

Mutual Savings Banks

Introduced in the House 3/3/ 71, 19

HISTORY IN THE HOUSE

19 71

Mar 3

Read first time and referred to Committee on

Commerce and Finance

Reported back with recommendation that

Read second time and

Read third time and

PASS : Yeas
Nays
Absent
Excused

Effective Date

PASS : Yeas
Nays
Absent
Excused

Reported correctly engrossed
Signed by Speaker
Sent to Senate

HISTORY IN THE SENATE

19

Read first time and referred
to Committee on

Reported back with
recommendation that

Read second time and

Read third time and

PASS Yeas
 : Nays
 : Absent
 : Excused

Effective Date

PASS Yeas
 : Nays
 : Absent
 : Excused

Reported correctly engrossed
Signed by President
Returned to House

SECRETARY OF THE SENATE

HISTORY IN THE HOUSE

19

Received from Senate

Reported correctly enrolled

Sent to Governor

..... By Governor

Filed with Secy. State

Chapter No.

"An Act relating to mutual savings banks; and providing for an effective date."
Committee Report

H O U S E O F R E P R E S E N T A T I V E S

4/1/71

_____ Date

Mr. Speaker:

The Committee on FINANCE has had HB 254

under consideration. A majority of the members of the Committee

recommends it do pass

recommends it do not pass

recommends it do pass with attached amendment(s)

recommends it be replaced with CS for _____ and that
CS for _____ do pass

(and) recommends it be referred to the _____
committee

reports it back without recommendation

(other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

_____ recommends:
_____ recommends:
_____ recommends:
_____ recommends:
_____ recommends:

_____ CHAIRMAN

Committee Report

HOUSE OF REPRESENTATIVES

FINANCE

3/3/71

April 1 - 71 - Date

Mr. Speaker:

The Committee on COMMERCE has had HB 254

under consideration. A majority of the members of the Committee

- recommends it do pass
- recommends it do not pass
- recommends it do pass with attached amendment(s)
- recommends it be replaced with CS for _____ and that
CS for _____ do pass
- (and) recommends it be referred to the _____
committee
- reports it back without recommendation
- (other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

Helmut M. Fischer _____

W. Perabrown _____

Willard L. Bowman _____

J. McCall _____

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

A. J. Kauder recommends: Do Not Pass

Hilstrand recommends: "

_____ recommends:

_____ recommends:

_____ recommends:

J. McCall
CHAIRMAN

Introduced: 3/3/71
Referred: Commerce and
Finance

1 IN THE HOUSE

BY THE RULES COMMITTEE BY
REQUEST OF THE GOVERNOR

2 HOUSE BILL NO. 254

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to mutual savings banks; and providing
7 for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 06.15.100(2) is amended to read:

10 (2) borrow funds or in any manner become an obligor for
11 funds borrowed from the mutual bank for which he is trustee, except
12 as provided in sec. 255 of this chapter [THAT A TRUSTEE MAY BORROW
13 AGAINST FUNDS DEPOSITED IN THE BANK BY HIM TO THE SAME EXTENT AS OTHER
14 DEPOSITORS];

15 * Sec. 2. AS 06.15.250(5) is amended to read:

16 (5) No participation in mortgage loans with others as co-
17 mortgagees may be permitted except with one or more financial
18 institutions, trusts, [OR] pension funds, or state or federal agencies
19 authorized to participate in such loans.

20 * Sec. 3. AS 06.15.250 is amended by adding a new paragraph to read:

21 (7) the sale of mortgages or portions of mortgages is
22 permissible when the purchaser is a state or federal agency authorized
23 to purchase such loans.

24 * Sec. 4. AS 06.15 is amended by adding new sections to read:

25 Sec. 06.15.251. INSURED OR GUARANTEED LOANS. A mutual savings
26 bank may without regard to any other provision of this chapter make,
27 buy, or sell loans for which a written commitment to insure or
28 guarantee repayment according to the terms of the loan has been issued
29 by

1 (1) an agency or instrumentality of the United States or
2 the State of Alaska;

3 (2) a private mortgage insurer authorized to do business
4 in Alaska.

5 Sec. 06.15.252. MOBILE HOME LOANS. A mutual savings bank may,
6 subject to the regulations promulgated by the commissioner, invest not
7 more than 10 per cent of its assets in loans secured by mobile homes.
8 Mobile home loans may include inventory financing for a mobile home
9 dealer and the purchase of dealer chattel paper.

10 Sec. 06.15.255. LOANS TO TRUSTEES, OFFICERS OR EMPLOYEES. A
11 mutual savings bank may not make a loan to a trustee, officer or
12 employee except with the approval of the board of trustees and the loan

13 (1) is fully secured by funds on deposit in the bank; or

14 (2) is secured by a first lien on a home owned and
15 occupied by the trustee, officer or employee.

16 * Sec. 5. AS 06.15 is amended by adding new sections to read:

17 Sec. 06.15.281. INVESTMENT IN REAL ESTATE AND BANKING PREMISES.
18 A mutual bank may acquire, purchase, hold, convey and hypothecate real
19 estate and banking premises for the following purposes only:

20 (1) such as are necessary for the convenient transaction
21 of its business, including banking offices, equipment, furniture and
22 fixtures and parking lots; provided that the purchase or investment
23 does not exceed the sum of the mutual bank's surplus accounts net of
24 capital notes and debentures; the purchase or investment may consist
25 of stock in a bank building corporation;

26 (2) the satisfaction of or on account of debts previously
27 contracted in the course of its business;

28 (3) the purchase at sale under judgment, decree, lien, or
29 mortgage foreclosure, against security held by it.

1 Sec. 06.15.282. INVESTMENT IN SERVICE CORPORATION. (a) A mutual
2 bank may, subject to the regulations of the commissioner invest in,
3 hold, and sell the capital stock and other obligations of

4 (1) any service corporation organized under the laws of this
5 state if the entire capital stock of such service corporation is
6 available for purchase only by two or more savings or banking insti-
7 tutions having their home offices in this state, to perform accounting
8 or similar functions or servicing loans primarily for such institutions
9 and their customers;

10 (2) any service corporation whose activities consist of
11 purchasing and disposing of such loans and making such investments as
12 specifically authorized by federal and state law for savings and
13 banking institutions.

14 (b) A mutual bank may invest in a service corporation an amount
15 equal to 10 per cent of the sum of its surplus accounts at the time
16 of the investment except the total investment under this section and
17 under sec. 281 shall not exceed the sum of its surplus accounts net
18 of capital notes and debentures.

19 * Sec. 6. AS 06.15.370 is amended by adding new paragraphs to read:

20 (6) "mobile home" means a movable dwelling constructed in
21 one or more units to be occupied on land, having a minimum area of
22 400 square feet and containing living facilities for year-round
23 occupancy by one family, including permanent provisions for eating,
24 sleeping, cooking and sanitation;

25 (7) "service corporation" means a corporation organized to
26 perform bank services for two or more financial institutions, each
27 of which owns part of the capital stock of the corporation.

28 * Sec. 7. This Act takes effect on the day after its passage and approval
29 or on the day it becomes law without approval.



RECORDS



CERTIFICATION

I, the undersigned, an employee of the State of Alaska, do hereby certify that the microfilm images on this microform are accurate reproductions of the original records of the State of Alaska as accumulated during the regular course of business, and that it is the established policy and practice of this State to microfilm its records and to dispose of the original records after microfilm reproductions have been made.

James D. Smith
Signature of Camera Operator

4/4/89
Date

Introduced: 3/4/71
Referred: Commerce and
Finance

1 IN THE HOUSE

BY THE STATE AFFAIRS COMMITTEE

2 HOUSE BILL NO. 262

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to fees charged by employment
7 agencies; and providing for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 23.15.390 is amended to read:

10 ~~Sec. 1~~ 23.15.390. FEES. The fee for filing an application for
11 a permit or for the renewal of a permit is \$200 [\$10]. All fees shall
12 be deposited in the general fund. In addition to paying this fee, all
13 persons conducting employment agencies must comply with the provisions
14 of the Alaska Business License Act (AS 43.70).

15 * Sec. 2. This Act takes effect on the day after its passage and approval
16 or on the day it becomes law without approval.

ALASKA STATE LEGISLATURE

SEVENTH Legislature FIRST Session

HOUSE BILL NO. 262

By THE STATE AFFAIRS COMMITTEE

"An Act relating to fees charged by employment agencies; and providing for an effective date."

Fees charged by emp. agencies

Introduced in the House 3/4/1971

HISTORY IN THE HOUSE

19 71

Mar 4

Read first time and referred to Committee on

Commerce and Finance

Reported back with recommendation that

Read second time and

Read third time and

PASS Yeas Nays Absent Excused

Effective Date

PASS Yeas Nays Absent Excused

Reported correctly engrossed Signed by Speaker Sent to Senate

HISTORY IN THE SENATE

19

Read first time and referred
to Committee on

Reported back with
recommendation that

Read second time and

Read third time

PASS Yeas
 : Nays
 : Absent
 : Excused

Effective Date

PASS Yeas
 : Nays
 : Absent
 : Excused

Reported correctly engrossed
Signed by President
Returned to House

SECRETARY OF THE SENATE

HISTORY IN THE HOUSE

19

Received from Senate

Reported correctly enrolled

Sent to Governor

..... By Governor

Filed with Secy. State

Chapter No.

"An Act relating to fees charged by employment agencies; and providing for an effective date."

Committee Report

HOUSE OF REPRESENTATIVES

3/16/71

_____ Date

Mr. Speaker:

The Committee on FINANCE has had HB 262

under consideration. A majority of the members of the Committee

recommends it do pass

recommends it do not pass

recommends it do pass with attached amendment(s)

recommends it be replaced with CS for _____ and that
CS for _____ do pass

(and) recommends it be referred to the _____
committee

reports it back without recommendation

(other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

_____ recommends:

_____ recommends:

_____ recommends:

_____ recommends:

_____ recommends:

CHAIRMAN

"An Act relating to fees charged by employment agencies; and providing for an effective date."

Committee Report

3/4/71 HOUSE OF REPRESENTATIVES FINANCE

_____ Date

Mr. Speaker:

The Committee on COMMERCE has had HB 262

under consideration. A majority of the members of the Committee

- recommends it do pass
- recommends it do not pass
- recommends it do pass with attached amendment(s)
- recommends it be replaced with CS for _____ and that
CS for _____ do pass
- (and) recommends it be referred to the _____
committee
- reports it back without recommendation
- (other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

W. H. Gold _____

Frank Lyons _____

Willard L. Rauman _____

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

Jess Harris recommends: DO NOT PASS

_____ recommends:

_____ recommends:

_____ recommends:

_____ recommends:

J. Centine
CHAIRMAN

Introduced: 3/4/71
Referred: Commerce and
Finance

1 IN THE HOUSE BY THE STATE AFFAIRS COMMITTEE

2 HOUSE BILL NO. 262

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to fees charged by employment
7 agencies; and providing for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 23.15.390 is amended to read:

10 Sec. 23.15.390. FEES. The fee for filing an application for
11 a permit or for the renewal of a permit is \$200 [\$10]. All fees shall
12 be deposited in the general fund. In addition to paying this fee, all
13 persons conducting employment agencies must comply with the provisions
14 of the Alaska Business License Act (AS 43.70).

15 * Sec. 2. This Act takes effect on the day after its passage and approval
16 or on the day it becomes law without approval.

17
18
19
20
21
22
23
24
25
26
27
28
29



RECORDS CERTIFICATION



I, the undersigned, an employee of the State of Alaska, do hereby certify that the microfilm images on this microform are accurate reproductions of the original records of the State of Alaska as accumulated during the regular course of business, and that it is the established policy and practice of this State to microfilm its records and to dispose of the original records after microfilm reproductions have been made.

James D. Smith
Signature of Camera Operator

4/4/89
Date

Introduced: 3/4/71
Referred: Local Government
and Health, Welfare & Education

BY THE HEALTH, WELFARE AND
EDUCATION COMMITTEE

1 IN THE HOUSE

2 HOUSE BILL NO. 264

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act limiting the number of students in public
7 school classes; and providing for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 14.14.090 is amended by adding a new paragraph to read:

10 (7) limit the number of students in a classroom under
11 the supervision of one teacher to 25, except that

12 (A) in classes beneath the fourth grade, the limit
13 shall be 20;

14 (B) in classes of physical education, typing, chorus
15 and band, and in team teaching situations in which a teacher on
16 occasion works with larger groups, the limit may be waived;

17 (C) the local school board and the local teachers
18 association may agree to additional exceptions.

19 * Sec. 2. This Act takes effect July 1, 1971.
20
21
22
23
24
25
26
27
28
29

ALASKA STATE LEGISLATURE

SEVENTH Legislature FIRST Session

HOUSE BILL NO. 264

by THE HEALTH, WELFARE AND EDUCATION COMMITTEE

"An Act limiting the number of students in public school classes, and providing for an effective date."

Students/limiting number

Introduced in the House 3/4/1971

HISTORY IN THE HOUSE

19 71

Mar 4

Read first time and referred to Committee on

Local Government
HW&E

Reported back with recommendation that

Read second time and

Read third time and

PASS : Yeas
Nays
Absent
Excused

Effective Date

PASS : Yeas
Nays
Absent
Excused

Reported correctly engrossed
Signed by Speaker
Sent to Senate

HISTORY IN THE SENATE

19

Read first time and referred
to Committee on

Reported back with
recommendation that

Read second time and

Read third time and

PASS Ycas
 Nays
 Absent
 Excused

Effective Date

PASS Ycas
 Nays
 Absent
 Excused

Reported correctly engrossed
Signed by President
Returned to House

SECRETARY OF THE SENATE

HISTORY IN THE HOUSE

19

Received from Senate

Reported correctly enrolled

Sent to Governor

..... By Governor

Filed with Secy. State

Chapter No.

"An Act limiting the number of students in public school classes; and providing for an effective date."

Committee Report

HOUSE OF REPRESENTATIVES

4-16-71

_____ Date

Mr. Speaker:

The Committee on FINANCE has had HB 264

under consideration. A majority of the members of the Committee

recommends it do pass

recommends it do not pass

recommends it do pass with attached amendment(s)

recommends it be replaced with CS for _____ and that
CS for _____ do pass

(and) recommends it be referred to the _____
committee

reports it back without recommendation

(other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

_____	recommends:
_____	recommends:
_____	recommends:
_____	recommends:
_____	recommends:

_____ CHAIRMAN

Committee Report

HOUSE OF REPRESENTATIVES

3/8/71

Finance
File

16 April 1971
Date

Mr. Speaker:

The Committee on HEALTH, WELFARE & EDUCATION has had HB 264 under consideration. A majority of the members of the Committee

- recommends it do pass
- recommends it do not pass
- recommends it do pass with attached amendment(s)
- recommends it be replaced with CS for _____ and that CS for _____ do pass

~~and~~ recommends it be referred to the Finance committee *and*

reports it back without recommendation

(other) Reports it back with individual recommendations

MEMBERS SIGNING THE ~~MAJORITY~~ REPORT:

Genie Chance Do Pass

Mark B More " "

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

ES Naughton recommends: no recommendation

Keith Spink recommends: Do Not PASS!

Mike Collette recommends: do not pass

_____ recommends:

_____ recommends:

Genie Chance
CHAIRMAN

"An Act limiting the number of students in public school classes; and providing for an effective date."

Committee Report

HOUSE OF REPRESENTATIVES

HEALTH, WELFARE & EDUCAT.

3/4/71

March 6, 1971 Date

Mr. Speaker:

The Committee on LOCAL GOVERNMENT has had HB 264 under consideration. A ^{one} ~~majority~~ ~~of the~~ members of the Committee

- recommends it do pass
- recommends it do not pass
- recommends it do pass with attached amendment(s)
- recommends it be replaced with CS for _____ and that CS for _____ do pass
- (and) ^{further} recommends it be referred to the Finance committee

reports it back without recommendation

(other) ^{members have} ~~with~~ the following individual recommendations:

MEMBERS SIGNING THE MAJORITY REPORT:

W. D. Milley - DO PASS _____

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

Richard Wittaker recommends: Do not pass

K. Spickard recommends: Do not pass

Lillian C. ... recommends: no rec.

_____ recommends:

_____ recommends:

W. D. Milley
CHAIRMAN

COPIES: THE CHAIRMAN OF THE COMMITTEE WANTING THE REQUEST
 5 - HOUSE FINANCE COMMITTEE STAFF
 THE SENATE FINANCE COMMITTEE STAFF
 THE DIVISION OF BUDGET & MANAGEMENT
 RETAIN A COPY FOR YOUR FILES

Subject: Pupil-Teacher Ratio HB No. 264 SB
 requested by: House Finance Committee
 referred to: _____ date of request: _____
 completion date requested: _____ date received: _____

EXPENDITURE DETAIL	FY 72	FY	FY
100 PERSONAL SERVICES	\$ 700,000	\$	\$
200 TRAVEL			
300 CONTRACTUAL SERVICES			
400 COMMODITIES			
500 DEPRECIATION			
600 DEBT AND INTEREST			
700 GRANTS, CLAIMS & SHARED REVENUE			
TOTAL	\$ 700,000	\$	\$
FUNDING DETAIL			
FEDERAL RECEIPTS	\$	\$	\$
STATE FUND			
UNAPPORTIONED GENERAL FUND RECEIPTS	700,000		

Man Months
 Permanent Positions
 Temporary Positions

PISCAL ANALYSIS

The \$700,000 is based on a conservative estimate of a 5% increase in the number of teachers in State-Operated Schools to absorb the over 20 and 25 in a class.

$900 \text{ teachers} \times 5\% \times \$15,600/\text{teacher (salary \& benefits)} = \$692,000$

While HB No. 264 will have no immediate and direct effect on the public school foundation program, it does have implications for either an increase in the instructional unit cost or a lowering of the number in ADM per instructional unit at some point in time. Applying the same 5% estimate to District Schools results in an increase of \$2,300,000 in cost to either the District Schools or the State and District Schools if the foundation program is changed as a result of HB No. 264.

A table of 1970-71 pupil-teacher ratios is attached.

$3,000 \text{ teachers} \times 5\% \times \$15,600/\text{teacher (salary \& benefits)} = \$2,340,000$

DATE: 4/22/71

SIGNATURE: Nathaniel Cole

NAME & TITLE: Nathaniel Cole, Director, Admin. Services

Introduced: 3/4/71
Referred: Local Government
and Health, Welfare and
Education

BY THE HEALTH, WELFARE AND
EDUCATION COMMITTEE

1 IN THE HOUSE

2 HOUSE BILL NO. 264

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act limiting the number of students in public
7 school classes; and providing for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 14.14.090 is amended by adding a new paragraph to read:

10 (7) limit the number of students in a classroom under
11 the supervision of one teacher to 25, except that

12 (A) in classes beneath the fourth grade, the limit
13 shall be 20;

14 (B) in classes of physical education, typing, chorus
15 and band, and in team teaching situations in which a teacher on
16 occasion works with larger groups, the limit may be waived;

17 (C) the local school board and the local teachers
18 association may agree to additional exceptions.

19 * Sec. 2. This Act takes effect July 1, 1971.
20
21
22
23
24
25
26
27
28
29



RECORDS



CERTIFICATION

I, the undersigned, an employee of the State of Alaska, do hereby certify that the microfilm images on this microform are accurate reproductions of the original records of the State of Alaska as accumulated during the regular course of business, and that it is the established policy and practice of this State to microfilm its records and to dispose of the original records after microfilm reproductions have been made.

 
Signature of Camera Operator

4/4/89
Date

Introduced: 4/19/71
Referred: Finance

1 IN THE HOUSE

BY M. MILLER

2 SPONSOR SUBSTITUTE FOR HOUSE BILL NO. 267

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to compensation due lost or missing
7 state employees."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 39.20 is amended by adding a new section to read:

10 ARTICLE 5. COMPENSATION DUE LOST OR MISSING
11 STATE EMPLOYEES.

12 Sec. 39.20.450. LOST OR MISSING EMPLOYEES. If a state employee
13 is declared lost or missing while acting within the scope of his
14 employment, the state shall continue to pay his dependents his monthly
15 compensation until the time the employee is either found or is certi-
16 fied dead and insurance benefits are being paid under a policy
17 obtained by the state.
18
19
20
21
22
23
24
25
26
27
28
29

ALASKA STATE LEGISLATURE

SEVENTH Legislature FIRST Session

HOUSE ... SPONSOR SUBSTITUTE ...
BILL NO. 267

By ... W. MILLER

"An Act relating to compensation due lost or missing state employees."

Lost/missing state employees

Introduced in the House 4/19/71, 19 71

HISTORY IN THE HOUSE

19 71

Read first time and referred to Committee on

Reported back with recommendation that

Read second time and

Read third time and

PASS : Yeas
Nays
Absent
Excused

Effective Date

PASS : Yeas
Nays
Absent
Excused

Reported correctly engrossed
Signed by Speaker
Sent to Senate

CHIEF CLERK OF THE HOUSE

HISTORY IN THE SENATE

19

Read first time and referred to Committee on

Reported back with recommendation that

Read second time and

Read third time and

PASS : Yeas
Nays
Absent
Excused

Effective Date

PASS : Yeas
Nays
Absent
Excused

Reported correctly engrossed
Signed by President
Returned to House

SECRETARY OF THE SENATE

HISTORY IN THE HOUSE

19

Received from Senate

Reported correctly enrolled

Sent to Governor

..... By Governor

Filed with Lt. Governor

Chapter No.

MEMORANDUM**State of Alaska**

TO: George H. Hohman, Chairman
House Finance Committee
Alaska State Legislature

DATE: March 19, 1971

FROM: Joseph R. Henri, Commissioner
Department of Administration

JRH
SUBJECT: HB 267, Loans to Employees
Entitled to Special Hazard
Insurance

House Bill 267 proposes establishment of a special hazard insurance loan fund. This fund will be used to make loans to individuals who have properly filed for but have not received the proceeds of special hazard insurance provided for under AS 39.30.130.

Apparently, House Bill 267 was introduced in response to the fact that payment of special hazard insurance benefits has been delayed so long as to create financial hardships upon the employee or his beneficiaries. This legislation proposes that the state should therefore provide loan assistance to these individuals to carry them through until the special hazard insurance benefits are received.

Upon investigation, it was determined that the cause of extended delay in payment of special hazard insurance benefits was simply due to administrative problems which were encountered with this new program. The Department of Administration, which is responsible for the special hazard insurance program, and the Department of Labor, which must verify the eligibility of an employee's claim for special hazard insurance benefits, have resolved the problem of delayed benefits payment. According to those charged with administering this program, special hazard insurance benefit payments should in the future be received within twenty days after notification is received by workmen's compensation. In cases of emergency, the benefits could be received within ten days if workmen's compensation is so notified upon initial application for benefits.

Since the problem of delayed payment of special hazard insurance benefits has been resolved, may we respectfully suggest that the need for HB 267 no longer exists. Please refer to the attached materials which outline the specific corrective actions that have been taken in response to the problem to which HB 267 addressed itself.

cc: Division of Budget & Management
cc: Division of Supply
cc: Division of Personnel
cc: John Cook, Director
Workmen's Compensation
Department of Labor

Attachments

MEMORANDUM

State of Alaska

TO: Richard C. Bradley, Director
Division of Supply
Department of Administration

DATE: March 19, 1971

FROM: Joseph R. Henri, Commissioner
Department of Administration *JRH*

SUBJECT: Special Hazard
Insurance Program

It has been brought to my attention that payment of special hazard insurance benefits has been unnecessarily delayed so long as to create financial hardship upon the beneficiaries.

Apparently, this delay has resulted from the requirement that the Workmen's Compensation Board must forward proper evidence and a payment order to the special hazard insurance carrier before payments can be made to the state employee or his beneficiaries. According to Mr. John Cook, Director of Workmen's Compensation, Department of Labor, the board was not aware of this requirement until recently.

Mr. Cook also stated that the board has no way of knowing which employees are covered by special hazard insurance when a claim is filed for workmen's compensation benefits. For this reason, notification to the special hazard insurance carrier has been delayed pending receipt of this information from either the employee, his beneficiaries, or the employee's department.

Your immediate resolution of this problem is requested. Specific action should include coordination with the Workmen's Compensation Board, the Department of Labor, and concerned state departments in developing a system whereby special hazard insurance benefits will be paid promptly.

Please furnish a brief report of your actions regarding this matter by Tuesday, March 23, 1971. This information will be utilized for testimony in regards to House Bill 267.

Committee Report

HOUSE OF REPRESENTATIVES

4/19/71

_____ Date

Mr. Speaker:

The Committee on FINANCE has had SS HB 267 under consideration. A majority of the members of the Committee

recommends it do pass

recommends it do not pass

recommends it do pass with attached amendment(a)

recommends it be replaced with CS for _____ and that CS for _____ do pass

(and) recommends it be referred to the _____ committee

reports it back without recommendation

(other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

_____	recommends:
_____	recommends:
_____	recommends:
_____	recommends:
_____	recommends:

CHAIRMAN

MEMORANDUM**State of Alaska**

TO: The Honorable George H. Hohman, Chairman
House Finance Committee

DATE : April 22, 1971

FROM: Joseph R. Henri, Commissioner
Department of Administration

SUBJECT: SSHB 267, Fiscal Note

A fiscal note is attached for the Sponsor Substitute for House Bill No. 267.

The number of employees who would qualify for SSHB 267 Benefits was based upon information furnished by the Division of Supply, Department of Administration, who are responsible for the Special Hazard Insurance program, and the Workmen's Compensation Division, Department of Labor who are responsible for payment of workmen's compensation benefits to covered State employees.

The estimated time that will lapse from the declaration of lost or missing status until the employee is found or certified dead and insurance benefits are paid, varies with each situation. This is due to the variable factors of court or magistrate review prior to issuing death certificates, Workmen's Compensation Board review prior to certification that the death was incurred while acting within the scope of employment, insurance company review, and other unique factors relating to each case.

The estimated monthly cost is based upon the approximate average monthly salary of State employees.

The Legislature of the State of Alaska
FISCAL NOTE

COPIES: THE CHAIRMAN OF THE COMMITTEE MAKING THE REQUEST
 X THE HOUSE FINANCE COMMITTEE STAFF
 THE SENATE FINANCE COMMITTEE STAFF
 X THE DIVISION OF BUDGET & MANAGEMENT
 RETAIN A COPY FOR YOUR FILES

Subject SSHB 267 SB
 requested by House Finance Committee Staff
 referred to date of request 4/21/71
 completion date requested date received

EXPENDITURE DETAIL	FY	FY	FY
100 PERSONAL SERVICES	\$ 1,300 mo.	\$	\$
200 TRAVEL			
300 CONTRACTUAL SERVICES			
400 COMMODITIES			
500 EQUIPMENT			
600 LAND AND STRUCTURES			
700 GRANTS, CLAIMS & SHARED REVENUE			
TOTAL	\$ 1,300 mo.	\$	\$

FUNDING DETAIL			
FEDERAL RECEIPTS	\$	\$	\$
SPECIAL FUNDS			
UNRESTRICTED GENERAL FUND RECEIPTS	\$ 1,300 mo.		

Man Months
 Permanent Positions
 Temporary Positions

FISCAL ANALYSIS

Estimated number of employees who will
 qualify annually for benefits under
 SSHB 267-----1

Estimated time that will lapse from the
 declaration of lost or missing status
 until the employee is found or
 certified dead and insurance benefits
 are paid----- (Varies)

Estimated cost to State per month per
 qualifying employee under SSHB 267
 benefits-----\$1,300 monthly

DATE 4-25-71

SIGNATURE *Richard Green*

NAME & TITLE Deputy Com. Dept. of Admin.

Introduced: 4/19/71
Referred: Finance

1 IN THE HOUSE

BY M. MILLER

2 SPONSOR SUBSTITUTE FOR HOUSE BILL NO. 267
3 IN THE LEGISLATURE OF THE STATE OF ALASKA
4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to compensation due lost or missing
7 state employees."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 39.20 is amended by adding a new section to read:

10 ARTICLE 5. COMPENSATION DUE LOST OR MISSING
11 STATE EMPLOYEES.

12 Sec. 39.20.450. LOST OR MISSING EMPLOYEES. If a state employee
13 is declared lost or missing while acting within the scope of his
14 employment, the state shall continue to pay his dependents his monthly
15 compensation until the time the employee is either found or is certi-
16 fied dead and insurance benefits are being paid under a policy
17 obtained by the state.

18
19
20
21
22
23
24
25
26
27
28
29