

CITY OF LOS ANGELES
CALIFORNIA

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GENERAL MANAGER



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ANTONIO R. VILLARAIGOSA
MAYOR

December 28, 2009

Glenn Bailey

Encino, CA 91316

Dear Mr. Bailey:

Thank you for your participation in and recent work as Chairman of the City's Bicycle Advisory Committee (BAC). As I am sure you are aware the City is in the midst of a grave fiscal crisis and has been forced to make some difficult decisions in order to continue to provide a framework of service to the citizens of Los Angeles. Due to current staff vacancies, furlough work schedules, and upcoming staff reductions through the Early Retirement Incentive Program (ERIP), demands on City staff are at an unprecedented level. In response, departments throughout the City are evaluating their ability to provide ongoing staff support to City services and functions.

With limited staff resources, and an even bleaker fiscal outlook for FY 2010-11, we have been forced to make hard choices including the reduction of staff support to committees and commissions throughout the City. The Department of Transportation (DOT) is not an exception to these economic difficulties. Beginning in January 2010, DOT will no longer be available to provide the same level of staff support to the BAC. With a departmental focus on maintaining constituent service and project delivery, DOT no longer has the ability to provide staff for many of the regular business functions of the BAC and its subcommittees, including minute taking, agenda preparation and distribution, and securing of meeting space. In addition, due to bargaining unit requirements and the lack of available overtime compensation, staff will no longer be available to attend evening meetings of the Committee.

At this time, DOT can commit to providing staff at BAC meetings that are held Tuesdays through Thursdays during regular business hours. In addition, staff will continue to post agendas and minutes on the City's Bicycle Program website if they are provided at least four working days advance notice of the meeting. DOT staff will assist the BAC members with this transition by providing contacts for meeting room reservations, email contacts for the BAC membership, and electronic copies of past meeting minutes. The BAC may wish to elect a secretary from its membership to be responsible for functions such as minute taking and preparation of the agenda package and work directly with staff on the transition.

Again, thank you for your ongoing service to the City. We look forward to working with you in the future.

Sincerely,


Rita L. Robinson
General Manager