Inventory of the California Highway Commission Records

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Inventory of the California Highway Commission Records

Record Group number: R295

California State Archives
Office of the Secretary of State
Sacramento, California

Processed by:
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Descriptive Summary

Title: California Highway Commission Records
Dates: 1911-1978
Collection number: R295
Creator: California Highway Commission
Collection Size: 157 cubic feet
Repository: California State Archives
Sacramento, California

Abstract: The records of the California Highway Commission consists of 157 cubic feet of textual records with selected photographs interfiled reflecting the Commission's study, review, planning, and funding of California's highway projects. The records, dated from 1911-1978, cover the entire period of the Commission's existence and their efforts to extend, improve, and maintain state highways.

Physical location: California State Archives
Languages: Languages represented in the collection: English

Access
Collection is open for research.

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Preferred Citation
[Identification of item], California Highway Commission Records, [identification number];[folder number], California State Archives, Office of the Secretary of State, Sacramento, California.

Acquisition and Custodial History
The California State Archives acquired the records of California Highway Commission according to state law.

Administrative History
The first state agencies formed for the purpose of constructing roadways were established in 1895. In that year, the Bureau of Highways was created to study the laws, physical features, and economic and legal status of highways in the State (Stats. 1895, ch. 203). In addition, a Tahoe Wagon Road Commissioner was appointed to investigate the possibilities of construction of a road to Lake Tahoe (Stats. 1895, ch. 128). In 1897, the Department of Highways (headed by three Commissioners, reduced to one in 1898) assumed the functions of the Bureau of Highways (Stats. 1897, ch. 272). Both the functions of the Department of Highways and the Lake Tahoe Wagon Road Commissioner were absorbed into the Department of Engineering in 1907 (Stats. 1907, ch. 183). Highway work was handled by a subdivision of the Engineering Department called the Highway Department.
Three members were added to the Advisory Board of the Department of Engineering in 1911 (Stats. 1911, ch. 409), who were vested with direct control over the Highway Department. On August 8, 1911, the Advisory Board designated these members the California Highway Commission (hereafter CHC) and delegated to them powers necessary to the work of constructing the state highways under the State Highways Act.

On October 9, 1911, the newly created CHC appointed a Highway Engineer to act as chief executive of the Highway Department and created seven highway districts, each with a district office headed by a division engineer (hereafter referred to as district engineers). District engineers were responsible for the location, construction, and maintenance of roads within their district (see series entry 1, MINUTES). At that time, the Highway Department contained five major organizational units: legal, disbursing, accounting, and headquarters engineering.

When the Department of Engineering was reorganized in 1915, the designation Bureau of Highways was officially used in place of Highway Department, but the CHC continued to act as the executive body and the organization remained unchanged.

In 1921, the Bureau of Highways was re-designated the Division of Highways and along with the CHC was placed under the newly created Department of Public Works (Stats. 1921, ch. 607). The director of the Department acted both as State Highway Engineer and as Chief Executive of the CHC.

In 1923, however, highway activities were removed from the Department of Public Works and placed under the CHC which became a totally independent body (Stats. 1923, ch. 289). The Statutes of 1927 (ch. 252) again amended the Political Code relating to the Department of Public Works. The Department succeeded to the power and duties of the Commission, although the CHC was re-created with more limited powers including: the routing of highways, the funding of projects, the abandonment of routes, the inclusion of roads within the State highway system, and the condemnation of property.

The CHC reorganized the Division of Highways in 1923. The Disbursing Department ceased to exist. In addition, six new Departments were added: Bridges, Construction, Maintenance, Equipment, Prison Road Camps, and Surveys and Plans. Although the Division was placed under the control of the Department of Public Works again in 1927 (Stats. 1927, ch. 252), its organization remained essentially unchanged until 1947, with the following exceptions: in 1928, the Testing and Research Laboratory was removed from the Construction Department and renamed the Materials and Research Department; in the same year the Department of Prison Road Camps was placed under the Construction Department; in 1933, the City and Cooperative Project Department was created; and in 1938, the Department of Traffic and Safety was formed.

The CHC originally created seven highway districts to oversee construction and maintenance. By January 1924, increased construction demands made necessary the addition of three new districts, bringing the total to ten. An eleventh district was added in 1935.

Increased highway funding in 1947 necessitated the revamping of the Division of Highways in August of that year. The Departments of Construction, Maintenance, Equipment, and Research were made functions of a new Department of Operations. Traffic and Surveys and Plans (renamed Design) were placed under the newly formed Department of Planning. An Administrative Department was established encompassing the Office Engineer, County and Cooperative Projects (created in 1945), City and Cooperative Projects, Highway Stores (in 1951 the name changed to Service and Supply), and the Federal Secondary Engineer (created June 1, 1945). Further, the Department of Rights of Way was formed to handle right of way functions first centralized in 1941, and an Assistant State Highway Engineer was made responsible for personnel matters and the prequalification of contractors.

The following additional changes were made to the 1947 organization before the elimination of the Division of Highways in 1973: in 1948, the Advanced Planning Department was established under the Department of Planning; the Department of Public Relations and Personnel was formed in 1951; and 1962 brought the creation of the Office of Urban Planning under the Department of Planning, and the renaming of the Accounting Department as the Department of Fiscal Management.

In 1973, the functions of the Division of Highways were assumed by the Department of Transportation (Stats. 1971, ch. 1400 and Stats. 1972, ch. 1253). The California Highway Commission ceased to exist as of July 1, 1978 (Stats. 1977, ch. 1106).

Scope and Content
The California Highway Commission Collection consists of 157 cubic feet of textual records with selected photographs interfiled reflecting the Commission’s study, review, planning, and funding of California’s highway projects. The records, dated from 1911-1978, cover the entire period of the Commission’s existence and their efforts to extend, improve, and maintain state highways. The records are organized into twenty-two series: Minutes, Meeting Files, Records of Commissioner Hearing, General Correspondence, Correspondence of Commissioner Harrison R. Baker, Correspondence of the Commission Secretary, Press Releases, Condemnation Resolutions, Cooperative Agreements, Proposed Highway Contract File, Progress Reports, Report on Additions to the Highway System, Seminar Transcript, County Files, Subject Files, State

Inventory of the California Highway Commission Records

R295
Highway Finance Board Minutes, Highway Budget, Reports, Commissioner Files, Administrative Files, Project Files, and Financial Files.

The records of this agency are useful in tracing the development and growth of California's highway system. The minutes, transcripts, and background material collected for meetings demonstrate the debates and concerns of the Commission over the quality and funding of highways as well as the needs and concerns of the local communities affected by the roadways. Series are organized according to county and district (as determined by the Commission) and relate to specific projects and programs initiated in those counties and districts. Prominent projects include the Century Freeway and Mulholland Scenic Drive in Los Angeles County, Route 39 in Orange County, Doyle Drive in San Francisco County, and the Manteca Bypass in San Joaquin County.

When researching the history of transportation in California the reports, minutes and corresponding materials, and committee files will offer great insight about projects and priorities within the Commission itself. Progress reports for 1912-1913 contain a chart listing each segment of road under construction, the date of the survey, the layout, and the contract number. In the Minutes series, resolution summaries and reports from the Highway Engineer on proposed building projects relate to the feasibility of various proposals and frequently include maps. Records of bids, contracts, letting of funds, condemnation of property and the abandonment of highway routes, tabulations of federal funds obtained for state highway construction and monthly lists of all employees hired, terminated, or granted a raise and their salaries (to 1924 only) illuminate for researchers the process and people involved in the planning and construction of highways. Of special interest is a report on the orderly addition of new roads to the state highway system which appears in the July 24, 1930 minutes of the Commission. After 1935, verbatim transcripts are frequently available for conferences in which municipal and county officials as well as automobile clubs' representatives presented their opinions and concerns to the Commission. Also of interest is a verbatim transcript of a meeting between the Commission and the State Board of Prison Directors to discuss the use of road gangs in the building of highways, which appears in materials relating to the October 21, 1943 meeting of the CHC.

The Commission had the authority to condemn property for the right-of-way of highways and condemnation resolutions make up a large percentage of the Commission's later records. Resolutions of condemnation were voted on at CHC meetings, and a summary of the resolutions appear in the Commission minutes. The series of condemnation resolutions include a copy of the Commission resolution, a description of the lands being condemned, and maps showing the exact location of the condemned property which are useful for tracing how highways have changed the natural landscape and personal property lines.

Subject files contain budget information and records of committees appointed by or charged by the CHC with specific tasks related to the gathering and presenting of information regarding programs, construction, and policy procedures. In the report series, reports from 1912, 1921, and 1934 (which includes a report on the California state highway system prepared by Automobile Club of Southern California and the California State Automobile Association) provide the early history of California highways and will offer early reference points for changes over time.

The Commissioner files and Administrative files give insight into the functions and process of Commission work including policy, staff duties, members and their biographies, policy, and clarification on the distinction between the Public Works Department of Transportation and the Highway Commission. As part of the Administrative Files series, two file folders pertaining to the naming of highways, freeways, and expressways reflect the shift in the legislative authority away from the Commission. Peripherally interesting to the researcher may be the Commission decals, branding irons, and Commission and commissioner photos within the Commissioners Files series which include photos of the commission with Governor Ronald Reagan when the Commission was dissolved by the Legislature.

The Project Files and Financial Files series relate to specific projects and corresponding financial needs of the highway system. The Project Files series includes 1977 status reports for projects in progress and those projected for future construction, organized by district. Other significant files are the four file folders relating to the Six-year highway program proposed by the Commission which took considerable critique from the Department of Transportation. The Financial File contain the budgets, audit reports, and cost-benefit analysis considered by the Commission.

Indexing Terms

The following terms have been used to index the description of this collection in the library's online public access catalog.

Roads Design and construction
California. Highway Commission
Series 1 Minutes 1911-1950

Physical Description: 337 file folders
Arrangement
Arranged chronologically by year.
Scope and Content Note
Contains bound copies of the minutes of all CHC monthly meetings (Vols. 1-52, Vol 19 is missing), and the original initiated copies of resolutions before the Commission.
Minutes of Meetings (1911-1950) are arranged chronologically by year. Includes copies of all resolutions voted on by the Commission dealing with the awarding of contracts, the laying out of highway routes, the letting out of funds, the allocation of funds, the condemnation of property and the abandonment of highway routes; summaries of conferences with municipal and county officials and representative of automobile clubs requesting revisions or additions to proposed highway routes (after 1935, frequently verbatim transcripts); lists of bids received and contracts and work orders let; calendars of correspondence received (including a brief statement of the content); tabulations of Federal funds obtained for State highway construction and monthly lists of all employees hired, terminated, or granted a raise and their salaries (to 1924 only). Minutes from 1911-1927 frequently contain summaries of meetings of the Advisory Board of the Department of Engineering (often attended by the governor) called to discuss the State's highway program and the letting out of major construction contracts. (1928-1945) - minutes no longer contain calendars of correspondence or lists of bids, contracts and work orders, but do contain copies of the proposed budget of the Division of Highways. Of special interest is a report on the orderly addition of new roads to the State highway system which appears in the July 24, 1930 minutes of the Commission.

Original Resolutions and Correspondence (1912-1950) are arranged by date of meeting and are filed directly after the volume of minutes to which they relate. Original copies of Resolutions, which include the signature or initials of Commission members approving of the resolution and in some cases additional information which does not appear in the bound volumes of the minutes (frequently after 1930, maps of proposed highway routes). Also incoming correspondence from the Highway Engineer containing construction proposals for consideration and action by the Commission (largely from 1911 to 1915). Resolutions of the Commission presented at Advisory Board meetings from 1912-1914 are filed separately after all other materials relating to 1914. Resolutions presented at Commission meetings from 1913-1915 are filed separately after all other materials relating to 1915. Of special interest is a verbatim transcript of a meeting between the Commission and the State Board of Prison Directors to discuss the use of road gangs in the building of highways, which appears in materials relating to the October 21, 1943 meeting of the CHC.

Series 2 Meeting Files 1957-1977

Physical Description: 1,456 file folders
Arrangement
Arranged chronologically by meeting date.
Scope and Content Note
The series contains notices, agenda and minutes from the Commission's monthly meetings. It also includes selected correspondence, rescission or recycling of adopted routes, financial resolutions on projects to be added or removed from the budget, right-of-way leases, resolutions of necessity to acquire certain real property, abandonment resolutions, director's deeds (conveyance of excess state-owned real property and exchanges), transcript of proceedings, and exhibits relating to the hearings.
Series 3 Records of Commission Hearings 1954-1956

Physical Description: 17 file folders

Arrangement

This series contains materials collected during public hearings to discuss the proposed routing of two controversial freeways in Southern California: the Riverside-Ventura Freeway and the Olympic Freeway.

Scope and Content Note

Records relating to the Riverside-Ventura Freeway (VII-LA-2-161-LA) are placed first (1954); records of the Olympic Freeway (VII-LA-173-Smca) are placed second (1955-1956). Records relating to both freeway are then organized into findings, transcripts, supplements to transcripts, correspondence, and petitions. Finding contain copies of the conclusions reached by the hearing Commissioners at the end of the public hearing, summarizing testimony and making recommendations to the full Commission. Transcripts contains testimony of the state highway engineers, and statement and testimony of interested parties. Testimonies address the need for a freeway and its probable effects on the surrounding area. Supplement to Transcripts contain copies of maps, statements, and articles submitted at hearings. The maps illustrate proposed routes, traffic flow, and population density. Transcripts are followed by a sampling (A, D, G, M, W) of Correspondence arranged alphabetically by name of sender. The correspondence consists of letters received from the public protesting proposed freeway routes, and copies of Commission replies. Placed in the front of the first folder of Olympic Freeway correspondence are copies of form letters sent in reply to all incoming correspondence. Placed last are petitions. A sampling (1 in 10) of petitions protesting the routing of freeways are also included.
Series 4 General Correspondence 1933-1950 1970-1978

Physical Description: 118 file folders

Arrangement
Organized into the following categories in the following order: correspondence-outside, correspondence-internal, minute records, chairman's correspondence, commissioner's correspondence, and commissioner's correspondence received. Thereunder arranged chronologically.

Scope and Content Note
Correspondence-Outside. 1933-1934. 5 file folders. F3778:28-32. Contains resolutions, protests, petitions, requests to appear before the Commission, requests for information on building programs, and invitations largely received from municipal and county officials; and replies prepared by the Commission Secretary.

Correspondence-Internal. 1933-1949. 13 file folders. F3778:33-45. Copies of letters sent by the Chairman to the Director of Public Works describing the future of the Commission; memoranda from the Secretary to members describing issues to be discussed at meetings and transmitting petitions, resolutions, and in some cases maps; incoming and outgoing correspondence with the Highway Engineer requesting information on the progress of building programs; and scattered copies of addresses delivered by members.

Minute Records. 1938-1950, 1958-1959. 2.75 cubic feet. F3778:46-129. Materials sent to the Commissions in advance of meeting including memoranda summarizing resolutions to be voted on, and reports from highway engineer on proposed building projects, the feasibility of various proposals, and providing information requested by the Commission (maps frequently included). Also contains copies of resolutions, petitions, plans, maps, and related correspondence submitted in conjunction with conference with municipal and county officials to discuss future building proposals. Transcripts of conferences appear in the minutes (see series entry 1, Minutes, 1911-1950). Of special interest is a progress report on prison labor camps (Minute Records, August 29, 1949).


Vice Chairman's Correspondence. 1973-1975. 2 file folders. R295.05 Box2/10-2/11. Vice Chairman's Correspondence is arranged chronologically and contains incoming and outgoing correspondence from William E. Leonard pertaining to Transportation Finance.

Commissioner's Correspondence. 1976-1978. 4 file folders. F3779:2060-2063. Commissioner's Correspondence is arranged alphabetically by commissioner and chronologically there under. Subject matter includes testimony before legislative committee, presentations at conferences, position statements regarding a particular legislative bill, Proposition 5, and procedures to increase public involvement in CHC matters. (note: * indicates persons who served as Chairman)
*Bistrin, Herman. 1976-1977, F3779:2060
Brito, Joaquin. 1977, F3779:2060
Fuller, Winston R. 1977, F3779:2060
Howard, Bruce. 1977, F3779:2060
Sarguis, Francis. 1976-1978, F3779:2062
Sinnott, Joseph F. 1977, F3779:2063
*Vetter, Kenneth E. 1977, F3779:2063

Commissioner's Correspondence Received. 1975-1977. 8 file folders. F3779:2064-2071. Commissioner's Correspondence Received is arranged chronologically and covers subject matter pertaining to construction of specific routes, highway safety, legislative bill analysis and funding. Also included are news clippings and news releases.
Series 5 Correspondence of Commissioner Harrison R. Baker 1943-1952

Physical Description: 93 file folders

Arrangement

Arranged chronologically.

Scope and Content Note

The records are arranged chronologically by meeting date with meeting background memoranda placed first and the correspondence from that year proceeding thereafter.

Meeting background memoranda contain materials distributed to Commissioners in advance of meetings, including summaries of proposed resolutions regarding the budget, condemnations, abandonments, and Director's Deeds; reports by the Highway Engineer on the progress of specific highway projects, proposed highway routing, the acquisition of rights-of-way, repair programs, and roads, added to the highway system (reports frequently include alignment maps); financial status reports; statistical reports on prison labor projects; petitions from municipal and country governments dealing with highway proposals before the Commission; and miscellaneous related correspondence. Of special interest is a history of the State road gang labor system (October 5, 1943 meeting).

Correspondence consists of letters and resolutions received from municipal and county officials, associated or interested in highway construction (i.e. the Central Valley Highway Association), and from the general public requesting revisions in highway construction plans, citing hazardous points along roads, or complaining about the effects of highway construction on the surrounding countryside; replies from Baker, communication between Baker and the Highway Engineer and District of Engineers of District V and VII requesting specific information on the highway construction program in Southern California; notes on inspections tours made by the Commission; State Chamber of Commerce recommendations for building programs; and monthly statistics on the cost of prison and road gangs. Filed directly after the general correspondence relating to 1951 is a folder dealing with the opposition of the City of El Monte to the construction of the Pomona Freeway through that city. Folder contains feasibility reports, copies of memoranda between Commission members and the Highway Engineer, and copies of transcripts of hearings held by the Commission on the subject.

Physical Description: 45 file folders

Arrangement
Arranged into the following categories in the following order: general correspondence placed first, arranged alphabetically by name of sender (incoming), addressee (outgoing), or subject and chronologically thereunder; district correspondence thereafter organized by district number in ascending order and chronologically thereunder; and lastly, county correspondence organized alphabetically by name of county.

Scope and Content Note
General Correspondence. 1950-1959, 18 file folders, F3778:223-240. 1963-1968, 2 file folders, F3779:2086-2087. 1975-1976, 3 file folders, R295.06 Box 2/12-2/14. Scattered letter received from the general public and copies of the Secretary’s replies to public questions about highway programs; Attorney General’s opinion on highway laws, opinions by the Division of Contracts and Rights of Way on the legal authority of the Commission; copies of resolutions and petitions of municipalities and counties transmitted by the Secretary to the Commission; press releases and itineraries of filed trips by the Commission.

District Correspondence. 1950-1958. 27 file folders. F3778:241-267. Letters received from the public and copies of Secretary’s replies to questions and complaints about highway projects in specific highway districts; memoranda sent to Commissioners and Director of the Department of Public Works providing information requested on specific building projects; communications with district engineers (frequently containing project maps); resolutions, petitions, and reports submitted by municipal and county governments; and transcripts, Commission findings, reports, and press released relating top public hearings held by the Commission to receive comments on proposed building projects.

County Correspondence. 1967-1968. 45 file folders. F3779:2088-2134. Includes both letters received from the public-including area businesses, city administration and local residents in potential project areas along with copies of Secretary’s replies to questions and complaints about highway projects in specific counties. Letters reflect concerns, petitions, or requests for projects or changes to highway projects changes relating to a number of counties.

For a detailed list of counties, see Appendix A in the master finding aid at the California State Archives.

Series 7 Press Releases 1921-1923

Physical Description: 1 file folder

Arrangement
Arranged chronologically.

Scope and Content Note
Announcements of the completion of projects, the results of road building experiments, the letting out of contract, and the assets and obligations of the road building program.

F3778:269-271, F3779:1794-1933, 2135-2162

Physical Description: 171 file folders
Arrangement
Arranged chronologically.

Scope and Content Note
The Commission had the authority to condemn property for the right-of-way of highways. Resolutions of condemnation were voted on at CHC meetings, and a summary of the resolutions appear in the Commission minutes. The files contains a copy of the Commission resolution, a description of the lands being condemned, and maps showing the exact location of the condemned property. A sampling of resolutions from one meeting per year is available for the years 1945-1947.
F3778:269-271, 1945-1947
F3779:2135-2162 #C10195-#C101518, Sept. 1971 - Sept. 1973

F3779:1934

Series 9 Cooperative Agreements 1972-1973

Physical Description: 1 file folder
Arrangement
Arranged numerically by internal numbering system.

Scope and Content Note
Sampled agreements with outside agencies on right-of-way, transportation study, contract work, and Federal Aid Urban System Projects (FAU).

F3778:272-287

Series 10 Proposed Highway Contract Files 1921-1926

Physical Description: 16 file folders
Arrangement
Arranged by district, county, route, and section and chronologically thereunder.

Scope and Content Note
Records submitted to the Highway Commission by the State Highway Engineer containing information on proposed highway construction contracts, including memoranda from the Highway Engineer describing the proposal, a report by the district engineer comprising recommendations and estimate of cost, a copy of the proposed contract, notices to contractors, bond forms, and specifications.
II-Las-28-A
II-Las-29-B
II-Las-29-C
II-Las-23-C and D
III-Sac-3-B
III-Pla-37-A,B,C
IV-Mrn-1-B
V-S.B.-2-J
VI-Tul-10-F
VII-Imp-27-A
VII-Ora-60-A and B
VIII-S Bd.-26-A
Series 11 Progress Reports 1912-1913

Physical Description: 1 volume
Arrangement
Arranged chronologically.
Scope and Content Note
Reports submitted to the Commission by the Highway Engineer containing a chart listing for each segment of road under construction the date of the survey, the layout, and the contract number; a brief narrative statement of the progress being made on each segment of road under construction; statements of the assets, liabilities, and expenses of the Commission; and reports by the Highway Engineer on the problems and accomplishments of the construction programs-including criticisms of its weaknesses.

Series 12 Report on Additions to the Highway System 1930

Physical Description: 1 file folder
Arrangement
Arranged chronologically.
Scope and Content Note
Bound 165 page report prepared by the Division of Highways titled, Report on the Orderly Addition of New Roads to the California State Highway System. Contains recommendations by the Division for additional road construction and supportive data including traffic studies, descriptions of on-site investigations, and estimates of the probable cost of additional construction. An early draft of this report may be found in the minutes of the State Highway Commission for July 24, 1930 (see series entry 1, Minutes, 1911-1950).

Series 13 Seminar Transcript 1914

Physical Description: 1 file folder
Arrangement
Arranged chronologically.
Scope and Content Note
Transcript of March 26 and 27, 1914 seminar of the Highway Bureau department heads called by the California Highway Commission. Contains copies of all addresses delivered at the seminar. Topics include: county bridges, rights of way, day labor vs. contract labor, publicity, accounting, purchasing, surveys and drafting, testing materials, drainage, mountain roads, inspection on contract work, extra work orders, various types of road construction, collecting of cost data, and maintenance.
Series 14 County Files 1965-1978

Physical Description: 109 file folders

Arrangement

Arranged alphabetically by county and chronologically thereunder.

Scope and Content Note

One of the functions of the California Highway Commission (CHC) is to determine the location of a highway after the Legislature designates the termini. The CHC works in conjunction with local county and municipal authorities in developing a recommendation for a specific freeway route. This series contains reports on factors considered on the adoption of a highway location; resolutions passed by county boards of supervisors, city councils, boards of education and private enterprises; correspondence from the general public concerning needed improvements such as sound barriers, planting, rest stops, directional signs and traffic signals; letters from legislators writing on behalf of their constituents voicing their support or opposition to the routing of a freeway or highway in their district or their concern over a dispute on the value of property which the Department of Transportation wishes to acquire for route improvement. When highway funding was scarce, many local government agencies expressed their displeasure regarding the apportionment of funds in the CHC 6-year Highway Program.

For detailed list of Counties, see Appendix B in the master finding aid at the California State Archives.
Physical Description: 14 file folders

Arrangement
Arranged alphabetically by subject.

Scope and Content Note
Subject files consist of minutes, resolutions, memoranda, correspondence, circular letters and news clippings. Greater description follows each of the individual files, listed below.

Advisory Committee on Freeway Route Locations and Design Procedures. 1969-1972. 1ff. F3779:2044. The Committee was appointed by the Highway Commission and the Director of Public Works to study and make recommendations on the Commission and policy and procedures in route determinations and on the Department's policy and procedures in highway design. Chaired by Robert Boles.

Airspace Advisory Committee. 1968-1977. 1 file folder. F3779:2045. Charged by the Highway Commission and the Director of Public Works to develop a program for multiple use of freeway right-of-way, advise on formats for leasing airspace sites for advertising, parking, recreational uses. (Formerly known as the Citizen's Airspace Advisory Committee).


Land and Buildings Committee. 1968-1975. 3 file folder. F3779:2048-2050. Committee is responsible for seeing to major and minor construction and improvements of maintenance stations (e.g. building facilities for sand/salt storage, establishing communication lines) and district office buildings (e.g. improving heating or electrical power systems) on state owned or leased land.


Series 16 State Highway Finance Board Minutes 1920-1924

Physical Description: 1 file folder
Arrangement
Arranged chronologically.
Scope and Content Note
The State Highway Finance Board was created by an initiative which was passed at the general election held on November 2, 1920. The board consisted of the Governor, State Controller, State Treasurer, chairman of the State Board of Control and chairman of the California Highway Commission. The minutes reflect the function of the committee to determine the amount of bonds to be sold, the date such bonds shall bear, and the interest rate.

Series 17 Highway Budget Files 1927-1943

Physical Description: 7 file folder
Arrangement
Arranged in the following order: state highway fund, major project allocation for construction, minor improvement project allocation, and federal aid feeder fund, grade separation fund, access highway fund, flight strip fund.
Scope and Content Note
Within Minor Improvement Project Allocation Funding, files are arranged alphabetically by district. Highway Budget Files provide information regarding funding for various projects. Information includes county, route and section number; description of work required, amount allocated; and dates request received and approved.
State Highway Fund. 1941-1943. 1ff. F3779:2073
Major Project Allocation for Construction. 1937-1943. 1ff. F3779:2074
Minor Improvement Project Allocation. 1927-1943. 4ff. F3779:2075-2078

Series 18 Reports 1912-1934

Physical Description: 6 file folders
Arrangement
Arranged alphabetically by report title.
Scope and Content Note
Reports are as follows:
California Highway Transportation Survey. 1934.
Light Asphaltic Oil Road Surfaces By C.L. McKesson, Materials and Research Engineer, California Highway Commission and W.N. Frickstad, Highway Engineer, Bureau of Public Roads. (A Progress Report) [1928]
Report on California State Highways By Automobile Club of Southern California and California State Automobile Association, 1921.
Report on the "Mecca Blythe" Route: Los Angeles, California to Phoenix, Arizona(Division VIII Riverside County 64).
Report to California Highway Commission on Organization and Progress of Work on State Highway System By Austin B. Fletcher. 1912
<table>
<thead>
<tr>
<th>Series 19 Commissioner Files 1943-1977</th>
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<tbody>
<tr>
<td><strong>Physical Description:</strong> 7 file folders</td>
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<tr>
<td><strong>Arrangement</strong></td>
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<tr>
<td>Arranged into the following categories in the following order: CHC members-biographies and appointments, Commissioners' terms and status, Commission/Commissioner photos, Commissioner decals, Branding irons-CHC.</td>
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<tr>
<td><strong>Scope and Content Note</strong></td>
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<tr>
<td>The records contain files relating to the members of the Commission including biographies, records of their appointment by the Governor, obituaries, news releases, correspondence, and photos. Also included are the official window decals given to the Commissioners in 1968.</td>
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<th>Series 20 Administrative Files 1959-1977</th>
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<td>Arranged into the following categories in the following order: CHC staff duty statements; Jan. 19 farewell dinner invitation; policies and rules for CHC; Proposition 5; Relationship between the Department of Transportation and CHC; Little Hoover Commission; Legislative affairs and policy; Naming highways, freeways, and expressways; and Microfilm information.</td>
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<tr>
<td><strong>Scope and Content Note</strong></td>
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<tr>
<td>Administrative files include news articles, resolutions, correspondence, reports, and memoranda relating to the policies regulating the commission and their functioning activities.</td>
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<th>Series 21 Project Files 1975-1977</th>
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<tr>
<td><strong>Arrangement</strong></td>
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<tr>
<td>Arranged in the following categories in the following order: gas tax increase, project evaluation status of projects, office of structures-status of projects, southern projects pulled, projects/routes of high interest, California transportation plan, transportation plan task force issue papers, 1977 highway program, section 188.8, six-year highway planning program.</td>
</tr>
<tr>
<td><strong>Scope and Content Note</strong></td>
</tr>
<tr>
<td>Records relate to the project priorities and plans of the Highway Commission. Project files include correspondence reports, summaries, charts, and maps.</td>
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<tr>
<th>Series 22 Financial Files 1975-1977</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Physical Description:</strong> 5 file folders</td>
</tr>
<tr>
<td><strong>Arrangement</strong></td>
</tr>
<tr>
<td>Arranged in the following order: Budgets, Audit Files, Audit Reports, Costs and Revenues, Cost-Benefit Analyses.</td>
</tr>
<tr>
<td><strong>Scope and Content Note</strong></td>
</tr>
<tr>
<td>Records consist of correspondence, reports, publications, charts, notes, and graphs, used by the Commission and Department of Transportation in establishing budgets for the Commission and allocating funds to various projects they determined eligible. Files relate to both federal aid apportionment and state funds.</td>
</tr>
</tbody>
</table>