

RESOLUTION NO 1989 - 151

A RESOLUTION TO MAKE AMENDED APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING THE YEAR 1989 AND TO AMEND RESOLUTION NO. 1988-224

BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That no transfers of funds be made in this Appropriation Budget from department to another without approval of the Board of Trustees. That transfers made within a department from one line item to another be reported to the Board within thirty days after the end of the month in which said transfer occurred.

Section 2. That the appropriation for the current expenses and other expenditures of the Greater Cleveland Regional Transit Authority during the period January 1, 1989, through December 31, 1989, made by Resolution 1988-224 are hereby amended to read as indicated below in order that the amounts appropriated to each classification shall be not less than the amount expended or encumbered in each classification during the fiscal year for which such appropriations are made and are hereby set aside and appropriated:

GENERAL FUND APPROPRIATION

	Original 1989 Appropriation	Amended 1989 Appropriation
	<u> </u>	<u> </u>
Executive Division		
<u>10 Office of Equal Opportunity</u>		
Personnel Services	215,454	220,362
Other Expenditures	6,600	13,092
	<u>222,054</u>	<u>233,454</u>
<u>11 Construction Management/Engr.</u>		
Personnel Services	1,413,478	1,413,478
Other Expenditures	101,357	101,357
	<u>1,514,835</u>	<u>1,514,835</u>
<u>12 Executive</u>		
Personnel Services	1,077,347	1,110,397
Other Expenditures	4,723,050	4,723,050
	<u>5,800,397</u>	<u>5,833,447</u>
<u>14 Personnel</u>		

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Personnel Services	727,296	727,296
Other Expenditures	349,700	349,700
15 Safety	<u>1,076,996</u>	<u>1,076,996</u>
Personnel Services	252,267	252,267
Other Expenditures	100,045	100,045
	<u>352,312</u>	<u>352,312</u>
16 Secretary-Treasurer		
Personnel Services	96,453	96,453
Other Expenditures	8,165,600	8,165,600
	<u>8,262,053</u>	<u>8,262,053</u>
34 Transit Police		
Personnel Services	3,250,055	3,556,843
Other Expenditures	1,141,520	1,141,520
	<u>4,391,575</u>	<u>4,698,363</u>
Division Total	21,620,222	21,971,460

Material Division

42 Technical Services

Personnel Services	455,943	455,943
Other Expenditures	80,533	80,533
	<u>536,476</u>	<u>536,476</u>

64 Procurement

Personnel Services	814,974	814,974
Other Expenditures	169,500	169,500
	<u>984,474</u>	<u>984,474</u>

66 Inventory

Personnel Services	1,885,150	1,885,150
Other Expenditures	7,428,500	7,428,500
	<u>9,313,650</u>	<u>9,313,650</u>

Division Total	10,834,601	10,834,601
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Audit Division

19 Internal Audit

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Personnel Services	395,045	395,045
Other Expenditures	28,000	28,000
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	423,045	423,045
Division Total	423,045	423,045
 Legal Division		
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20 Claims		
Personnel Services	1,691,712	1,691,712
Other Expenditures	6,896,308	6,079,308
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	8,588,020	7,771,020
21 Legal		
Personnel Services	934,232	884,232
Other Expenditures	530,000	930,000
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	1,464,232	1,814,232
Division Total	10,052,251	9,585,252
 Operations Division		
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30 Training/Career Development		
Personnel Services	1,125,745	855,745
Other Expenditures	184,516	184,516
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	1,310,261	1,040,261
31 Paratransit		
Personnel Services	3,387,802	3,387,802
Other Expenditures	1,951,598	1,951,598
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	5,339,400	5,339,400
32 Rail Operations		
Personnel Services	8,464,491	8,801,491
Other Expenditures	393,503	356,503
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	8,857,994	9,157,994
33 Schedules		
Personnel Services	869,615	869,615
Other Expenditures	4,740	4,740
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	874,355	874,355
35 Transportation Management		

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Personnel Services	2,244,831	2,244,831
Other Expenditures	217,800	217,800
	<u>2,462,631</u>	<u>2,462,631</u>
36 Power		
Personnel Services	4,495,153	4,495,153
Other Expenditures	4,058,200	4,058,200
	<u>8,553,353</u>	<u>8,553,353</u>
37 Plant		
Personnel Services	3,529,370	3,457,762
Other Expenditures	3,537,135	3,537,135
	<u>7,066,505</u>	<u>6,994,897</u>
40 Bus Equipment		
Personnel Services	13,151,123	13,151,123
Other Expenditures	6,266,680	6,266,680
	<u>19,417,803</u>	<u>19,417,803</u>
41 Rail Equipment		
Personnel Services	3,654,858	3,604,858
Other Expenditures	803,355	803,355
	<u>4,458,213</u>	<u>4,408,213</u>
43 Satellites		
Personnel Services	0	0
Other Expenditures	5,328,585	5,328,585
	<u>5,328,585</u>	<u>5,328,585</u>
46 Hayden Station		
Personnel Services	9,689,732	9,689,732
Other Expenditures	390	390
	<u>9,690,122</u>	<u>9,690,122</u>
47 Woodhill Station		
Personnel Services	11,112,024	11,112,024
Other Expenditures	3,500	3,500
	<u>11,115,524</u>	<u>11,115,524</u>
48 Brooklyn Station		
Personnel Services	7,664,272	7,779,272
Other Expenditures	300	300
	<u>7,664,572</u>	<u>7,779,572</u>
49 Triskett Station		
Personnel Services	8,238,801	8,238,801

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Other Expenditures	3,925	3,925
	<u>8,242,726</u>	<u>8,242,726</u>
Division Total - Operations	100,382,043	100,405,434

Management & Marketing Division

50 Telecommunications

Personnel Services	977,775	977,775
Other Expenditures	391,400	391,400
	<u>1,369,175</u>	<u>1,369,175</u>

51 Communications

Personnel Services	269,740	293,010
Other Expenditures	50,950	120,050
	<u>320,690</u>	<u>413,060</u>

52 Customer Services

Personnel Services	365,672	365,672
Other Expenditures	104,467	104,467
	<u>470,139</u>	<u>470,139</u>

53 Marketing

Personnel Services	60,185	60,185
Other Expenditures	795,000	795,000
	<u>855,185</u>	<u>855,185</u>

54 Planning

Personnel Services	500,923	500,923
Other Expenditures	82,500	82,500
	<u>583,423</u>	<u>583,423</u>

Division Total	3,598,612	3,690,983
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Fiscal Division

60 Accounting

Personnel Services	1,007,211	1,007,211
Other Expenditures	707,460	707,460
	<u>1,714,671</u>	<u>1,714,671</u>

61 Data Systems

Personnel Services	885,036	885,036
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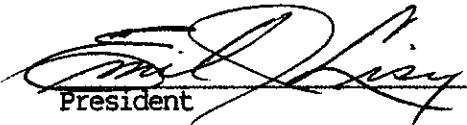
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Other Expenditures	659,735	659,735
	<u>1,544,771</u>	<u>1,544,771</u>
62 Support Services		
Personnel Services	510,752	510,752
Other Expenditures	1,173,431	1,173,431
	<u>1,684,183</u>	<u>1,684,183</u>
65 Revenue Collection		
Personnel Services	1,250,526	1,250,526
Other Expenditures	197,140	197,140
	<u>1,447,666</u>	<u>1,447,666</u>
Division Total	6,391,291	6,391,291
	<u>153,302,066</u>	<u>153,302,066</u>
SYSTEM TOTAL	153,302,066	153,302,066

Section 3. That this resolution from time to time may be amended in order to appropriate additional monies

Section 4. That this resolution shall become effective immediately upon its adoption.

Adopted: October 17, 1989


President

Attest: 
Secretary-Treasurer

ATTACHMENT A

The Greater Cleveland Regional Transit Authority
September 30, 1989
Recommended Budget Dollar Revisions

<u>Department</u>	<u>Recommended Budget Increase(Decrease)</u>	<u>Comments</u>
10-Equal Employment	\$ 11,400	The amount of this increase is attributable to a small variance in salary, outside legal assistance needed to review the DBE Program, and some training charges.
12-Executive	33,050	This amount is needed to fund Assistant General Manager positions, and to institute a uniform filing system, starting with the hiring of an Executive Librarian.
21-Legal	350,000	This request is based on the pattern of spending through August. Significant legal claims remain outstanding. The estimate should cover all foreseen contingencies.
32-Rail Operations	300,000	Clearly, an error was made in estimating salary costs for 1989. Rates which have proven valid for us in projecting bus operator costs were also applied to rail payrolls. The requested figure is net of budget surpluses in other salary and lease costs.
34-Transit Police	306,788	The impact of the agreement reached with the Fraternal Order of Police in early 1989 was never included in the budget. There has been some overtime excess to cover vacancies earlier in 1989, but this request ties almost totally to the FOP Agreement.
48-Brooklyn	115,000	The requested adjustment will cover a shortage in the operators' salary (140,000) netted against projected surpluses in some other lines. There have been service increases for this district, but the original salary estimate was slightly off target.
51-Communication	92,370	Of this total, \$42,370 is needed for the additional staff requested (see Attachment 1) and related equipment, and the balance is sought for bus and office display boards.
Subtotal of Department Increases	<u>1,208,608</u>	

The Greater Cleveland Regional Transit Authority
September 30, 1989
Recommended Budget Dollar Revisions

<u>Department</u>	<u>Recommended Budget Increase(Decrease)</u>	<u>Comments</u>
20-Claims	(487,000)	Budget reduction in Workers' Compensation expense due to our concerted safety efforts and the light duty re-employment of our employees who have suffered on-the-job injuries.
	(330,000)	Budget reduction in outside Damage Claims expense based on a favorable trend holding steady throughout first six months.
30-Training	(270,000)	Budget reduction possible in labor and fringes due to positions open at June 30, 1989.
37-Fac. Maintenance	(71,608)	Budget reduction possible in labor and fringes due to positions open at June 30, 1989.
41-Rail Equipment	(50,000)	Budget reduction possible in labor and fringes due to positions open at June 30, 1989.
Net Systemwide Budget Increase (Decrease)	<u><u>(\$ 0)</u></u>	

ATTACHMENT B

Greater Cleveland Regional Transit Authority
August 31, 1989
1989 Budget-Recommended Staffing Increases

As part of the budget revision process, board ratification is required to increase the authorized staffing level of the following departments:

<u>Department</u>	<u>Orig. Staffing Level</u>	<u>Revised Staffing Level</u>	<u>Comments</u>
12-Executive	18	19	Need to create Information Specialist position to create and maintain a central filing system for the Executive wing.
34-Transit Police	108	225	Need BOT to authorize two (2) part-time supervisors Gr. 570; and one hundred fifteen (115) part-time police officers Gr. 336. These positions necessary as a result of the recent IRS ruling which directed that all Cleveland and East Cleveland officers working part-time for RTA must be considered employees, not outside contractors.
40-Bus Equipment	373	395	Twenty-two (22) part-time hostlers Gr. #147 on board @8/05/89 are not in the original budget submission due to extended contract negotiations. Need BOT authorization. Annual cost range is \$200,000 - \$223,000 depending on whether they work 54 or 60 hours per pay. Because of delays in hiring other staff, no change in budget is needed to accomodate these part-time hostlers.
51-Pub. Relations	8	12	Creation of a community relations function.
53-Marketing	1	2	Creation of a staff position to lead the DFE campaign and undertake other activities.
60-Accounting	29	30	A former bus operator on light duty has been filling in here as an Account Clerk Gr. #382. Authorization is requested to fill this position on a permanent basis.
61-Data Systems	23	24	Position of Information Systems Consultant (part-time) needs BOT authorization. Employee is working on programming projects which are nearing completion.
Comparisons of Staffing Levels	<u>560</u>	<u>707</u>	Total additional staff is 147 (140 part-time).

ATTACHMENT 1

Communications Department

proposal for

Community Relations Section

Goal

The development and management of an ongoing intensive community relations program which will create a positive, active liaison between RTA and its riding and non-riding publics.

Objectives

1. Promote goodwill within communities which are to be affected by specific RTA (1) projects, (2) service revisions and (3) construction plans, by providing two-way communication between that community and RTA.
 - o identify projects, service revisions, and construction plans which will affect specific communities
 - o work closely with RTA project teams to keep informed of all planning and progress
 - o plan a community relations/information strategy targeted to the specific community which will be impacted
 - o provide information to appropriate communities, organizations, neighborhoods and businesses which will be impacted by RTA projects via speaking engagements, written and visual materials, formation of temporary, project-related advisory groups, etc.
 - o facilitate two-way flow of concerns and suggestions from the community back to RTA project team
 - o coordinate media needs through RTA Media Relations Specialists
2. Develop an aggressive community outreach program.
 - o provide staff contact with and information to civic, social service, religious, ethnic, neighborhood, public and business organizations
 - o coordinate RTA participation and visibility in community events (i.e., Puerto Rican Friendly Day)

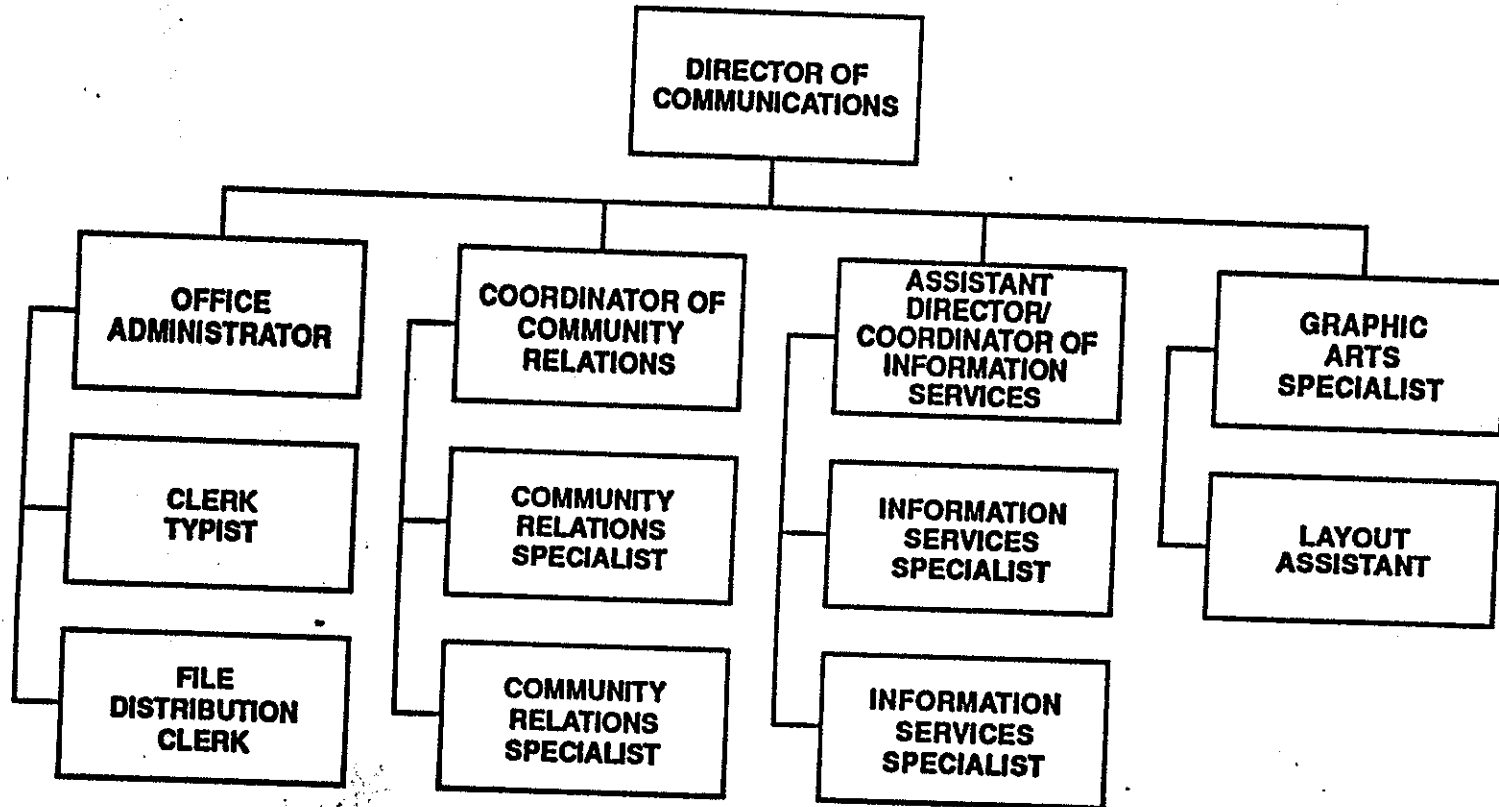
Communications Department
Proposal for
Community Relations Section
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- o maintain an up-to-date contact list of community organizations and leadership
3. Develop, actively market and coordinate an RTA Speakers Bureau.
- o conduct an organized solicitation of speaking engagements to community groups
 - o recruit RTA staff and management to help fulfill speaking engagements
 - o develop supporting written materials and audio visual aides
4. Coordinate expanded School Program, pre-school through high school.
- o develop and train a core group of RTA employees to conduct school presentations and on-site facility tours
 - o produce supporting written and visual materials
 - o actively solicit public and private school systems for presentations
5. Provide staff liaison, support and materials to Citizens Advisory Committee.

Projected Staffing Needs:

one Coordinator, Community Relations
one Clerk/Typist
two Community Relations Specialists

Proposed Restructuring of Communications Department



Total staff at present: 8

Projected staff: 12