

# Executive Division

## Division Summary Executive

**Joseph A. Calabrese, CEO/General Manager and Secretary-Treasurer**

The Executive Division is responsible for the overall management of the organization, including strategic leadership, finance, operations, human resources, marketing, media relations, government relations, planning, project management, and engineering.

### Mission Statement

To plan, execute and manage the efficient, effective and safe delivery of quality public transportation services to the residents of Greater Cleveland.

The focus of RTA's business plan was to enhance customer service, improve our image, strengthen financial resources, and develop a 2012 Budget that would result in a balanced budget with no service reductions, fare increases, or employee layoffs.

### 2011 Achievements

- ◆ Developed the 2012 Budget, which includes increased levels of transit service and the addition of 50 positions at RTA, due to increased revenues and decreased expenses in 2011.
- ◆ Realized increased ridership in bus, rail, the HealthLine and on Paratransit services.
- ◆ Completed two major rail stations; secured funding for continuation of various rail improvements.
- ◆ Awarded the Urban Land Institute's Award for Excellence for the Euclid Avenue Transportation Project.

### Enhanced Customer Service

- ◆ Opened the \$9.6 million Puritas Rapid Transit Station in May 2011. This is the second busiest Red Line station on the Heavy Rail. A majority of the funding came from the American Reinvestment and Recovery Act of 2009 (ARRA).
- ◆ Opened the \$9.4 million East 55<sup>th</sup> Street station in September 2011. This station serves the Red, Blue and Green Lines and was mostly funded through ARRA.
- ◆ Groundbreaking of the Buckeye-Woodhill Light Rail Station, serving both the Blue and Green Lines, occurred in June 2011. The estimated cost of the construction of the station is: \$3.3 million. Incorporates a cost-saving and ADA approved elevator-free station, which includes a series of ramps instead of expensive and high-maintenance elevators.
- ◆ Groundbreaking of the Westlake Park-N-Ride expansion occurred in August 2011, with a budget of \$980,000. Park-N-Ride expansions have been complete in Strongsville and North Olmsted.

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- ◆ RTA social media efforts increased; More than 11,000 people like RTA on Facebook, making it the second-most liked transit Facebook page. More than 1,480 train customers now receive Commuter Alerts a sign-up service that gives rail passengers information about delays for their specific routes. More than 1,200 people follow RTA on Twitter. Through social media nearly 15,000 customers are reachable immediately.
- ◆ Paratransit offers 92% on-time performance, even with an 8% increase in passenger trips during 2011.
- ◆ Paratransit's last denial: April 07: Since then, completed nearly 2.5 million trips!
- ◆ Awarded the Museum Outstanding Public History
- ◆ Extended hours of operation at our Tower City Customer Service Center.

## Improved Our Image

- ◆ Adopted a ten-year strategic plan for the agency, which focuses on increasing service to the heaviest traveled corridors within Northeast Ohio.
- ◆ Award, given by the Wood County Historical Center & Museum and the Ohio Academy of History for the HealthLine. The HealthLine (RTA's Bus Rapid Transit system) continues to receive international recognition for ridership increases, economic development impact and design.
- ◆ RTA Transit Police acquired funding from Transit Security Administration (TSA) to fund three new explosive detection K-9's and to pay for training for their handlers. Two new teams have already hit the streets; one team will join in 2012.
- ◆ Ready to Ride marketing program created and implemented with major companies such as Medical Mutual and Sherwin Williams. More than 25% of employees targeted have become new RTA riders!
- ◆ Was selected as Best In Class for Senior Management Diversity by the Cleveland Council on Economic Inclusion for the second consecutive year.
- ◆ Won Grand Prize in APTA's AdWheel competition for creative use of a simulator program at the Cleveland Auto Show
- ◆ Opened RTA Shop just in time for the holidays: <http://store.shoprta.com/>
- ◆ Won sustainability award from Crain's Cleveland Business for increased sustainability efforts and a decreased carbon footprint. RTA won in the large non-profit category.
- ◆ Worked with the City of Cleveland and the Cleveland Film Commission to reroute buses as various roads were closed for the entire month of August for the filming of The Avengers allowed a film crew to take over a HealthLine station and turn it into a German Station in Stuttgart for the film!
- ◆ Awarded the Engineering Excellence Award, given by the American Council of Engineering Companies (ACEC) for the Euclid Corridor Transportation Project.
- ◆ Continuing the construction of University Circle Station, which serves the Red Line.

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## Strengthen Financial Resources

- ◆ Continued the Energy Price Risk Management Program. The first benefits of the program were achieved in 2010 when costs were substantially reduced. The program has reduced diesel fuel costs by more than \$13 million in 2010 and 2011 and RTA is 87% hedged for 2012, 38% hedged for 2013, and 22% hedged for 2014.
- ◆ Modified financial policies and established three financial reserve accounts in the areas of fuel, healthcare and to cover future vacation and sick leave liabilities to help stabilize finances for the agency.
- ◆ Approved a new and innovative labor agreement with the Fraternal Order of Police (FOP) that ties future wage increases, if any, to increases in RTA revenues.
- ◆ RTA was awarded a \$7.1 million State-Of-Good-Repair grant from the Federal Transit Administration to be used to partially fund the Clifton Road Enhancement Project and various park and ride enhancements. This grant also provided funding to study an expansion of service East of East Cleveland by possibly extending the Red Line of the HealthLine.
- ◆ RTA was awarded a \$12.5 million TIGER III grant from the U.S. Department of Transportation for construction of the new Mayfield Station, replacing the East 120<sup>th</sup> Station on the Red Line. Station design is underway and construction should start in Spring 2013.
- ◆ Completed the five- to ten-year strategic plan, which was adopted by the Board of Trustees in March 2011.
- ◆ Continued use of TransitStatq an operating efficiency tool that helped save more than \$35 million over 4 years, in the areas of Operations overtime, Workers Compensation, electricity usage, energy retrofits, revenue collection, fuel hedging, safety, and customer service.

## Increase Ridership

- ◆ Increased ridership on virtually all bus and rapid transit routes.
- ◆ Targeted potential new passengers on the Cleveland's west side using I-90 (The Innerbelt) as a major construction project caused major traffic hassles: Created customized web page for customers to map out their bus/train route; used creative advertising to drive customers off Innerbelt and onto buses
- ◆ Paratransit served more customers on a single day than ever before in its history: Providing 2,131 passenger trips on one day in 2011.
- ◆ Ready to Ride marketing program created and implemented with major companies such as Medical Mutual and Sherwin Williams. More than 25% of employees targeted have become new RTA riders!

# Executive Division

## Safety

- ◆ Won APTA bus award Safety and Security Excellence Awards; achieving Gold Award for Safety for the second year in a row!
- ◆ Safety and security certification occurred for all new construction projects
- ◆ Root Cause analysis training courses offered for the first time at RTA.
- ◆ Enhanced hazard reporting system; embraced by employees.

## **2012 Priorities**

- ◆ Continue to improve service quality for all RTA customers including:
  - On-time performance
  - Reliability
  - Customer Satisfaction
  - Safety
- ◆ Investigate additional strategies to increase our productivity and reduce costs.
- ◆ Deliver a creative marketing plan to promote the value of RTA and maximize ridership.
- ◆ Continue our positive relationship with civic leaders, elected officials, and the media.
- ◆ Continue special focus on increasing the cleanliness of RTA facilities and vehicles.
- ◆ Work to maximize the value of RTA in leveraging the economic development potential of the Medical Mart, Casino, and Flats East Bank developments.
- ◆ Successfully move forward several important capital projects, such as University Circle Rapid Transit Station, Mayfield Rapid Transit Station, along with other rail upgrades and repairs.
- ◆ Identify funding to allow for an expansion of the Downtown Trolleys into service for nights and weekends, serving downtown residents and visitors.
- ◆ Increase service in areas where RTA has experienced issues with capacity and on-time performance.
- ◆ Drive efforts to maximize ridership, by promoting the value of RTA; affordability and sustainability

# Executive Division

## 2012 OPERATING BUDGET SUMMARY Department 12 – Executive

**JOSEPH A. CALABRESE,**  
CEO / GENERAL MANAGER & SECRETARY-TREASURER

### Department Priorities for 2012

- ◆ Implement policies and procedures to maintain critical services.
- ◆ Maximize ridership.
- ◆ Continue sales-focus transition of the Authority.
- ◆ Achieve revenue increase in passenger fares.
- ◆ Achieve performance improvements in safety.
- ◆ Achieve performance improvements in number of miles between service interruptions.
- ◆ Achieve performance improvements in on-time performance.
- ◆ Achieve decrease in employee unscheduled absences.
- ◆ Continue culture change efforts with focus on identifying efficiencies and better practices to improve customer service.
- ◆ Promote policies at the local, state, and federal levels that support transit.
- ◆ Develop and implement a strategy to bring discretionary dollars at both state and federal levels to the GCRTA.
- ◆ Support increases of transit dollars during budget cycles at both the state and federal levels.
- ◆ Develop strong working relationships with elected officials at the local, state, and federal levels.
- ◆ Cultivate contacts with civic, business, and community leaders and groups.

### Mission Statement

Under the direction of the CEO/General Manager, it is the responsibility of the Executive staff to implement the policies and mandates established by the GCRTA Board of Trustees, and develop and work towards the achievement of the Authority's goals and objectives.

	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Estimate</b>	<b>2012 Budget</b>
Ridership	49,872,964	44,682,977	46,238,928	47,042,314
Percent Change Prior Year	-14%	-10.4%	3.5%	1.7%
Pass Revenue	49,757,085	47,153,709	49,127,933	49,864,852
% Change	3.29%	-5.23%	4.2%	1.5%

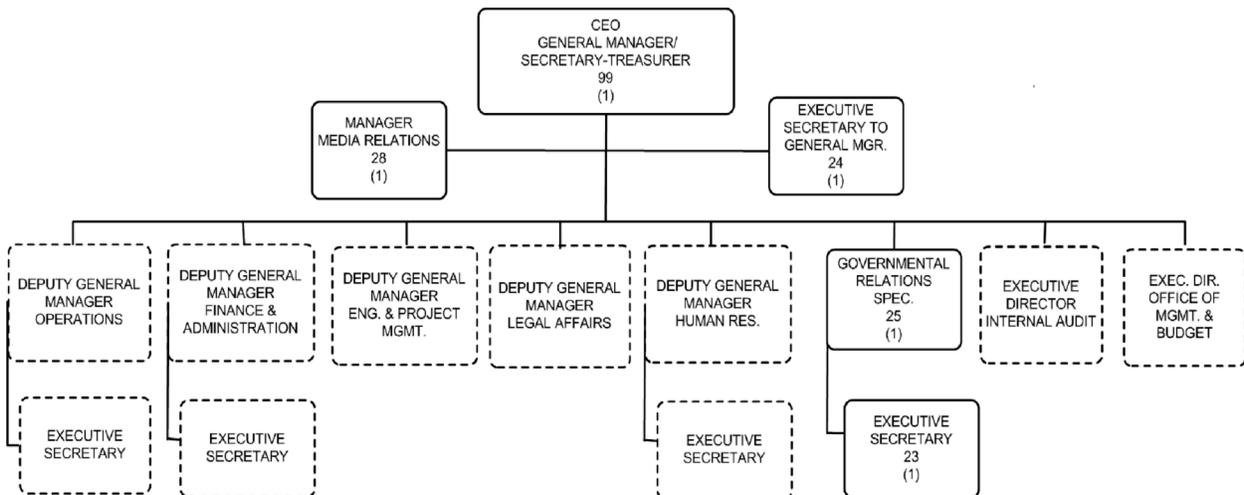
# Executive Division

Below are budget and staffing highlights of the Executive Department

DEPT: 12 - EXECUTIVE					2011 3rd Quarter	2012 Budget
OBJECT CLASS	DESCRIPTION	2009 Actual	2010 Actual	Projection		
501300	LABOR - SALARIED EMPLOYEES	1,282,198.42	1,306,639.06	1,298,260.59	517,583.00	
501300	MERIT POOL - LABOR SALARIED EMP'S.	0.00	0.00	0.00	0.00	
501310	OVERTIME - SALARIED EMPLOYEES	0.00	1,121.00	1,470.36	0.00	
502000	FRINGE BENEFITS	478,562.95	476,442.50	522,949.22	195,736.00	
502000	MERIT POOL FRINGES	0.00	0.00	0.00	0.00	
503111	SERVICES	3,003.00	7,540.50	12,885.00	27,900.00	
503049	TEMPORARY HELP	12,663.07	14,275.08	0.00	0.00	
504111	MATERIAL & SUPPLIES	1,989.87	22,870.36	2,700.00	700.00	
509111	MISCELLANEOUS EXPENSES	147,407.07	136,458.50	222,800.00	174,995.00	
<b>DEPT TOTAL</b>		<b>1,925,824.38</b>	<b>1,965,347.00</b>	<b>2,061,065.17</b>	<b>916,914.00</b>	

## 2012 Positions

Dept	Grade Level	Name	Pay Group	2010	2011	2012	2012-2011
12	23	0711 SEC TO GM/SEC TREASURER EXECUTIVE EXECUTIVE 1211	SNB	1	1	1	0
		0725 EXECUTIVE SECRETARY EXECUTIVE EXECUTIVE 1211	SNE	1	1	1	0
		0725 EXECUTIVE SECRETARY EXECUTIVE EXECUTIVE 1221	SNE	1	1	0	-1
		0725 EXECUTIVE SECRETARY EXECUTIVE EXECUTIVE 1271	SNE	1	1	0	-1
		0725 EXECUTIVE SECRETARY EXECUTIVE EXECUTIVE 1241	SNE	1	1	0	-1
	25	0862 GOVERNMENT RELATIONS SPEC EXECUTIVE EXECUTIVE 1261	SNB	1	1	1	0
	26	1625 PERFORMANCE LDR-OPS 1221 EXECUTIVE EXECUTIVE	SNB	2	2	0	-2
	27	1144 MANAGER MEDIA RELATIONS EXECUTIVE MARKETING & COMMUNICATION 1211	SNB	0	0	1	1
	99	9921 DGM OPERATIONS EXECUTIVE EXECUTIVE 1221	SNB	1	1	0	-1
		9929 GENERAL MANAGER EXECUTIVE EXECUTIVE 1211	SNB	1	1	1	0
		9931 DGM ENG & PROJECT MGMT EXECUTIVE EXECUTIVE 1231	SNB	1	1	0	-1
		9941 DGM FINANCE & ADMIN EXECUTIVE EXECUTIVE 1241	SNB	1	1	0	-1
		9951 DGM LEGAL AFFAIRS EXECUTIVE EXECUTIVE 1251	SNB	1	1	0	-1
		9971 DGM HUMAN RESOURCES EXECUTIVE EXECUTIVE 1271	SNB	1	1	0	-1
<b>12 Total</b>				<b>14</b>	<b>14</b>	<b>5</b>	<b>-9</b>



# Executive Division

## 2012 OPERATING BUDGET SUMMARY

### Department 16 – Secretary/Treasurer – Board of Trustees

**JOSEPH A. CALABRESE,**  
**CEO / GENERAL MANAGER & SECRETARY-TREASURER**

#### Department Priorities for 2012

- ◆ Secure and complete independent outside audit of the Authority.
- ◆ Enforce policies on governance and demand accountability from management and staff.
- ◆ Achieve the maximum rate of return on investments consistent with policy guidelines.
- ◆ Continue legislative and policy-making role; achievement of key policy goals for the Authority and development of policies that result in quality, cost-effective services that meet the needs of residents and visitors to the Greater Cleveland area.

**Mission Statement**

The mission of the appointed Board of Trustees is to establish the policies and mandates that direct the Authority's ongoing goals and objectives. Additionally, the Secretary-Treasurer is responsible for the preservation of the Authority's records, safeguarding of its assets, and the cash investment program.

	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Estimate</b>	<b>2012 Budget</b>
RTA Annual Yield on Investments	1.06%	.50%	.50%	0.55%

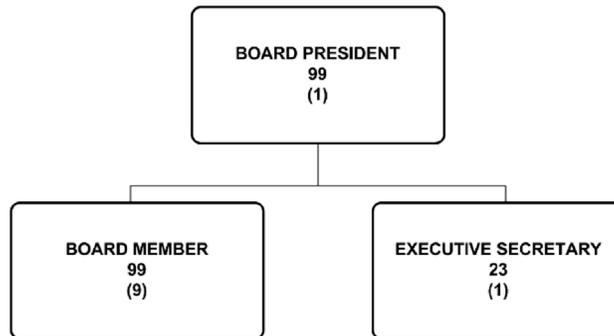
# Executive Division

Below are budget and staffing highlights of the Secretary/Treasurer . Board of Trustees Department

DEPT: 12 - EXECUTIVE					
OBJECT CLASS	DESCRIPTION	2009 Actual	2010 Actual	2011 3rd Quarter Projection	2012 Budget
501300	LABOR - SALARIED EMPLOYEES	1,282,198.42	1,306,639.06	1,298,260.59	517,583.00
501300	MERIT POOL - LABOR SALARIED EMP'S.	0.00	0.00	0.00	0.00
501310	OVERTIME - SALARIED EMPLOYEES	0.00	1,121.00	1,470.36	0.00
502000	FRINGE BENEFITS	478,562.95	476,442.50	522,949.22	195,736.00
502000	MERIT POOL FRINGES	0.00	0.00	0.00	0.00
503111	SERVICES	3,003.00	7,540.50	12,885.00	27,900.00
503049	TEMPORARY HELP	12,663.07	14,275.08	0.00	0.00
504111	MATERIAL & SUPPLIES	1,989.87	22,870.36	2,700.00	700.00
509111	MISCELLANEOUS EXPENSES	147,407.07	136,458.50	222,800.00	174,995.00
<b>DEPT TOTAL</b>		<b>1,925,824.38</b>	<b>1,965,347.00</b>	<b>2,061,065.17</b>	<b>916,914.00</b>

## 2012 Positions

Dept	Grade Level	Name	Pay Group	2010	2011	2012	2012-2011
16	23	0725 EXECUTIVE ASSISTANT EXECUTIVE SEC/TREASURER BOT 1601	SNE	1	1	1	0
	99	9901 BOARD MEMBER EXECUTIVE SEC/TREASURER BOT 1610	BDM	10	10	10	0
<b>16 Total</b>				<b>11</b>	<b>11</b>	<b>11</b>	<b>0</b>



# Executive Division

## 2012 OPERATING BUDGET SUMMARY Department 19 – Internal Audit

ANTHONY GAROFOLI, EXECUTIVE DIRECTOR

### Department Priorities for 2012

- ◆ Coordinate and assist with various external audits of the Authority.
- ◆ Provide resources to any special requests and/or emerging issues.
- ◆ Perform audits for Health Care Benefits; contract and grant closeouts; fare collection; operational; construction contracts; information systems; and bus purchase contracts.
- ◆ Participate in Sustainability Program.
- ◆ Evaluate the Information Technology Governance Program.
- ◆ Participate in the TransitStat Program.

### Mission Statement

Internal Audit is an independent, objective assurance and consulting activity designed to add value and improve the Authority's operations. The Department helps the Authority accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

	2009 Actual	2010 Actual	2011 Estimate	2012 Budget
Number of Audits Planned	51	51	53	53
Number of Audits Completed	46	44	47	47
Percentage of Time Budgeted for Audits	90%	87%	89%	89%

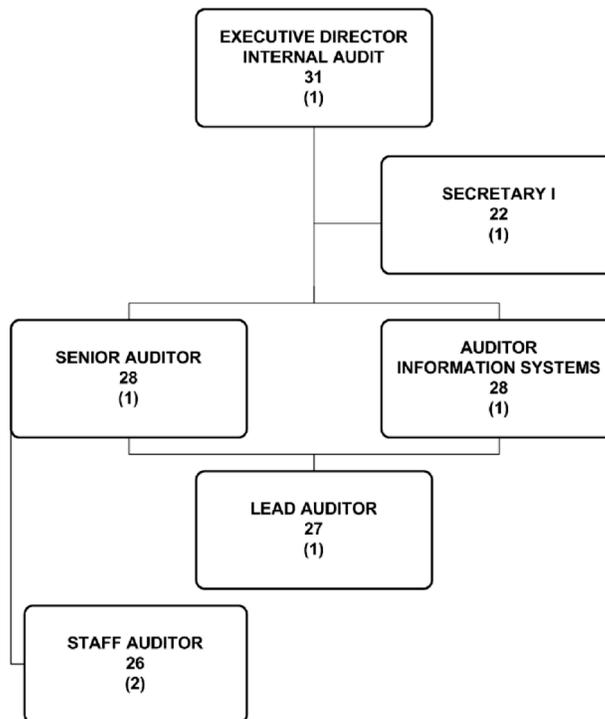
# Executive Division

Below are budget and staffing highlights of the Internal Audit Department

DEPT: 19 - INTERNAL AUDIT					
OBJECT CLASS	DESCRIPTION	2009 Actual	2010 Actual	2011 3rd Quarter Projection	2012 Budget
501300	LABOR - SALARIED EMPLOYEES	429,624.80	441,683.95	421,807.93	453,700.00
502000	FRINGE BENEFITS	154,313.65	153,675.86	165,451.96	171,577.00
503111	SERVICES	21,330.00	(1,006.25)	76,500.00	63,500.00
504111	MATERIAL & SUPPLIES	263.89	3,011.10	1,500.00	1,500.00
509111	MISCELLANEOUS EXPENSES	7,609.27	5,369.33	25,000.00	25,000.00
<b>DEPT TOTAL</b>		<b>613,141.61</b>	<b>602,733.99</b>	<b>690,259.89</b>	<b>715,277.00</b>

## 2012 Positions

Dept	Grade Level	Name	Pay Group	2010	2011	2012	2012 2011
19	22	0721 SECRETARY I-EXECUTIVE-INTERNAL AUDIT 1901	SNE	1	1	1	0
	26	0957 STAFF AUDITOR-EXECUTIVE-INTERNAL AUDIT 1910	SNB	2	2	2	0
	27	1087 LEAD AUDITOR-EXECUTIVE-INTERNAL AUDIT 1910	SNB	1	1	1	0
	28	1202 AUDITOR INFORMATION SYS-EXECUTIVE-INTERNAL AUDIT 1920	SNB	1	1	1	0
		1261 SENIOR AUDITOR-EXECUTIVE-INTERNAL AUDIT 1910	SNB	1	1	1	0
	31	1522 EXECUTIVE DIRECTOR-EXECUTIVE-INTERNAL AUDIT 1901	SNB	1	1	1	0
<b>19 Total</b>				<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>



# Executive Division

## 2012 OPERATING BUDGET SUMMARY Department 53 – Marketing & Communications

STEVEN BITTO, DIRECTOR

### Department Priorities for 2012

- ◆ Develop fully integrated communication strategy to enhance the community's awareness of the Authority's brand and product offerings.
- ◆ Solicit, establish, and expand relationships with Commuter Advantage clients.
- ◆ Develop strategies to increase utilization of the Authority's existing service package, targeting the HealthLine, rapid transit system, Park-N-Ride facilities, and trolley lines.
- ◆ Establish and maintain U-Pass relationships with local colleges and universities.
- ◆ Develop and conduct a series of research programs to gauge customer satisfaction related to the Authority's primary brands: Health Line, Rapid Transit, Park-N-Ride, Trolley.
- ◆ Develop a media relations program to present the Authority as a progressive, fiscally-responsible organization.
- ◆ Maximize revenue sources including transit advertising, asset sponsorships, and on-site vending opportunities.
- ◆ Establish and nurture relationships with transit coalition partners, including business and community leaders and elected officials.
- ◆ Expand the utilization of social media outlets targeting young adults (18 - 34) to encourage trial service use.

### Mission Statement

The mission of the Marketing & Communications Department is to direct the overall marketing strategies of the Authority, coordinate and communicate transit issues to the general public and media, and support and enhance customer relationships.

	2009 Actual	2010 Actual	2011 Estimate	2012 Budget
Calls Answered by TIC	429,000	449,088	465,123	625,000
New Commuter Advantage Clients	63	60	40	40
Ridership Solicitation Programs	15	15	20	20
ADA / Senior Presentations	24	24	24	24
Neighborhood / Community Outreach Activities	30	30	30	30
New U-Pass Relationships	2	1	1	2
Newsletters Produced	36	40	40	48

### 2011 Highlights:

- ◆ Reduced lost calls by 2%, compared to 2010
- ◆ Achieved goal for Average Speed of Answer, at 1:30 minutes
- ◆ Surpassed goal for Average Talk Time, at 1:26 minutes
- ◆ Eight employees reached goal of taking 40,000 or more calls per year
- ◆ One employee reached goal of taking 50,000 or more calls per year

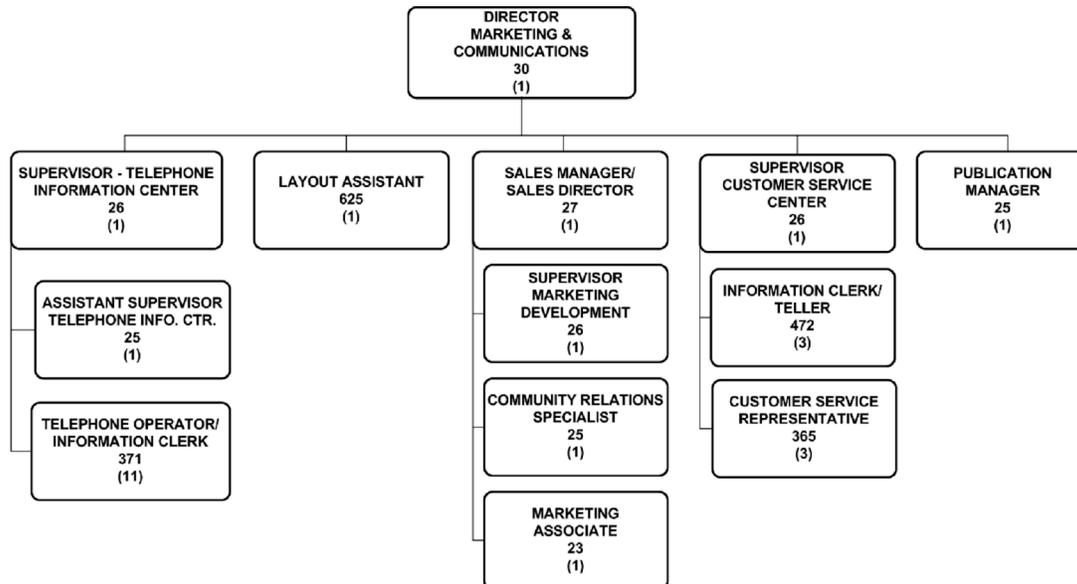
# Executive Division

Below are budget and staffing highlights of the Marketing & Communications Department

DEPT: 53 - MARKETING & COMMUNICATIONS					2011 3rd Quarter	2012 Budget
OBJECT CLASS	DESCRIPTION	2009 Actual	2010 Actual	Projection		
501200	HOURLY EMPLOYEES PAYROLL	0	0	4,896.00	0	
501300	LABOR - SALARIED EMPLOYEES	1,436,283.55	1,361,203.93	1,361,805.87	1,420,227.41	
501310	OVERTIME - SALARIED EMPLOYEES	13,876.19	21,940.44	25,076.22	7,000.00	
502000	FRINGE BENEFITS	528,919.63	488,959.45	587,588.90	539,739.00	
503111	SERVICES	408,988.61	391,626.55	(12,972.28)	196,900.00	
503020	ADVERTISING FEES	699,947.99	584,879.52	739,500.00	809,500.00	
503049	TEMPORARY HELP	0.00	0.00	0.00	0.00	
504111	MATERIAL & SUPPLIES	18,747.13	17,743.42	17,500.00	23,400.00	
509111	MISCELLANEOUS EXPENSES	53,397.78	35,253.84	44,402.58	7,800.00	
509080	DISTRICT COUNCIL	(1,760.68)	(675.32)	575.32	0.00	
512111	LEASES & RENTALS	0.00	6,000.00	0.00	0.00	
<b>DEPT TOTAL</b>		<b>3,158,400.20</b>	<b>2,907,031.83</b>	<b>2,768,372.61</b>	<b>3,004,566.41</b>	

## 2012 Positions

Dept	Grade Level	Name	Pay Group	2010	2011	2012	2012-2011
53	03	0365 CUSTOMER SERVICE REP EXECUTIVE MARKETING & COMMUNICATION 5323	SBB	3	2	3	1
		0371 TELEPHONE OPER/INFO CLERK EXECUTIVE MARKETING & COMMUNICATION 5322	SBB	12	11	11	0
	04	0472 INFORMATION CLERK/TELLER EXECUTIVE MARKETING & COMMUNICATION 5323	SBB	2	2	3	1
		0625 LAYOUT ASSISTANT EXECUTIVE MARKETING & COMMUNICATION 5313	SBB	1	1	1	0
	23	0740 MARKETING ASSOCIATE EXECUTIVE MARKETING & COMMUNICATION	SNE	1	1	1	0
		0713 PUBLICATIONS MANAGER EXECUTIVE MARKETING & COMMUNICATION 5313	SNB	1	1	1	0
	25	0831 COMMUNITY RELATIONS SPEC EXECUTIVE MARKETING & COMMUNICATION 5324	SNB	1	1	1	0
		ASSISTANT SUPERVISOR CUSTOMER SERVICE CENTER EXECUTIVE MARKETING & COMMUNICATION 5323	SNB	1	1	0	-1
		0966 ASST SUPERVISOR TEL INFO EXECUTIVE MARKETING & COMMUNICATION 5322	SNB	1	1	1	0
		1061 SUPERVISOR MARKETING DEV EXECUTIVE MARKETING & COMMUNICATION 5311	SNB	1	1	1	0
	26	1184 SUPV TELEPHONE INFO CTR EXECUTIVE MARKETING & COMMUNICATION 5322	SNB	1	1	1	0
		1246 SUPV CUSTOMER SERV CENTER EXECUTIVE MARKETING & COMMUNICATION 5323	SNB	1	1	1	0
		0859 SALES MGR/SALES DIRECTOR EXECUTIVE MARKETING & COMMUNICATION 5311	SNB	1	1	1	0
	27	1144 MANAGER MEDIA RELATIONS EXECUTIVE MARKETING & COMMUNICATION 5311	SNB	1	1	0	-1
0784 DIRECTOR EXECUTIVE MARKETING & COMMUNICATION 5311		SNB	1	1	1	0	
<b>53 Total</b>				<b>29</b>	<b>27</b>	<b>27</b>	<b>0</b>



# Executive Division

## 2012 OPERATING BUDGET SUMMARY Department 67 – Office of Management and Budget

GALE W. FISK, EXECUTIVE DIRECTOR

### Department Priorities for 2012

- ◆ Implement Authority-wide management initiatives as directed by the CEO.
- ◆ Continue to develop Authority-wide Management Consulting Plan.
- ◆ Continue development of mechanisms to better monitor and control the budget.
- ◆ Continue to reprioritize the capital program and coordinate the funding and system implications.
- ◆ Lead the National Transit Database reporting and submittal.
- ◆ Continue to develop and implement operations analyses to improve cost effectiveness of service delivery.
- ◆ Continue and expand the TransitStat program to improve processes, enhance service, and further reduce costs.
- ◆ Continue to execute the Energy Price Risk Management program to control and stabilize diesel fuel costs.
- ◆ Continue to develop methodology for ridership counts.
- ◆ Investigate and develop proposal for a more regional approach to transit in Northeast Ohio.

### Mission Statement

The mission of the Office of Management & Budget is to effectively allocate the Authority's resources, provide organizational and strategic leadership, provide consulting services for the CEO / General Manager and the Board of Trustees, and provide management consulting services to all Departments on behalf of the CEO / General Manager.

	2009 Actual	2010 Actual	2011 Estimate	2012 Budget
Quarterly Management Reports Produced	4	4	4	4
FTA Financial Status Reports Prepared	4	4	4	4
Cost Allocation Plans Produced	1	1	1	1
National Transit Database Reports Prepared	1	1	1	1
# of Management Consulting Products Completed	3	3	3	3
Operating Budget Variances:				
• Revenues over/(under)	(3.55%)	2.06%	3.22%	2.0%
• Expenditures over/(under)	(2.89%)	(8.79%)	3.82%	1.0%

### 2011 Highlights:

- ◆ Reviewed 128 TransitStat presentations
- ◆ Reduced Costs for utilities/fuel through TransitStat (2008 through 2011):
  - Propulsion Power savings: \$1,291,867
  - Utilities savings: \$2,322,900
  - Fuel Hedging savings: \$13,349,176

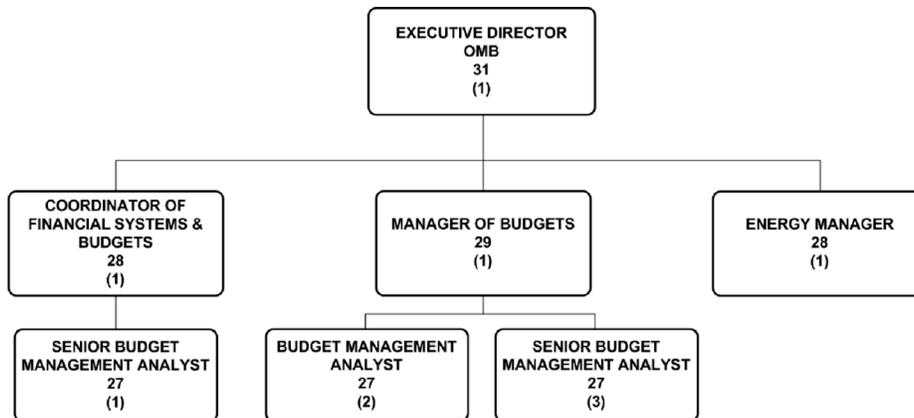
# Executive Division

Below are budget and staffing highlights of the Office of Management & Budget Department

DEPT: 67 - OFFICE OF MANAGEMENT & BUDGET					
OBJECT CLASS	DESCRIPTION	2009 Actual	2010 Actual	2011 3rd Quarter Projection	2012 Budget
501300	LABOR - SALARIED EMPLOYEES	627,486.53	658,437.33	687,862.44	752,000.00
502000	FRINGE BENEFITS	225,495.88	231,271.60	262,624.83	284,386.00
503111	SERVICES	50,987.00	51,000.00	118,900.00	138,900.00
503020	ADVERTISING FEES	164.67	469.06	600.00	600.00
504111	MATERIAL & SUPPLIES	549.42	873.29	900.00	900.00
505111	UTILITIES	0.00	0.00	4,679,100.00	4,575,000.00
509111	MISCELLANEOUS EXPENSES	3,089.18	8,808.53	9,477.00	11,700.00
<b>DEPT TOTAL</b>		<b>907,772.68</b>	<b>950,859.81</b>	<b>5,759,464.27</b>	<b>5,763,486.00</b>

## 2012 Positions

Dept	Grade Level	Name	Pay Group	2010	2011	2012	2012-2011
67	27	0767 SR BUDGET MGMT ANALYST EXECUTIVE OFFICE OF MGMT & BUDGET 6701	SNB	2	4	4	0
		0958 BUDGET MGMT ANALYST EXECUTIVE OFFICE OF MGMT & BUDGET 6701	SNB	4	2	2	0
	28	0871 COORD FINAN SYS & BUDGETS EXECUTIVE OFFICE OF MGMT & BUDGET 6701	SNB	1	1	1	0
		1626 ENERGY MANAGER EXECUTIVE EXECUTIVE	SNB	1	1	1	0
	29	0869 MANAGER OF BUDGETS EXECUTIVE OFFICE OF MGMT & BUDGET 6701	SNB	1	1	1	0
	31	1437 EXECUTIVE DIRECTOR EXECUTIVE OFFICE OF MGMT & BUDGET 6701	SNB	1	1	1	0
<b>67 Total</b>				<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>



# Executive Division

## 2012 OPERATING BUDGET SUMMARY Department 99 – Fund Transfers

DEPT: 99 - FUND TRANSFERS					
OBJECT CLASS	DESCRIPTION	2009 Actual	2010 Actual	2011 3rd Quarter Projection	2012 Budget
509091	MISC FINANCE COSTS	0.00	8,254,743.00	0.00	0.00
510065	TRANSFERS TO/FROM PENSION FUND	100,000.00	100,000.00	100,000.00	100,000.00
510075	TRANSFERS TO / FROM RTA CAPITAL	10,550,000.00	12,525,000.00	12,754,337.00	11,777,818.00
510085	TRANSFERS TO / FROM BOND RETIREMENT	17,327,161.50	17,351,950.00	19,793,855.00	20,736,892.00
510090	TRANSFERS TO / FROM INSURANCE FUND	3,520,000.00	3,203,000.00	2,250,000.00	2,700,000.00
<b>DEPT TOTAL</b>		<b>31,497,161.50</b>	<b>41,434,693.00</b>	<b>34,898,192.00</b>	<b>35,314,710.00</b>

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