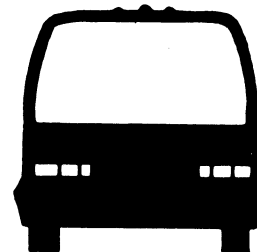
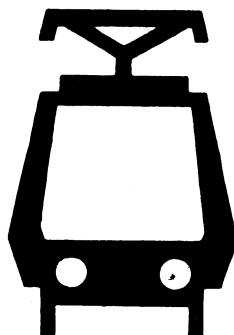
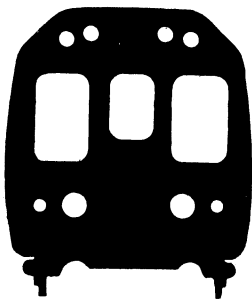


**RTD**

**PROPOSED  
ANNUAL BUDGET  
FISCAL YEAR  
1986**

REFERENCE COPY



**SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT**

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FISCAL YEAR 1986

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SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

GENERAL MANAGER'S MESSAGE

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Part 1.0 contains the General Manager's Budget Message. The message outlines the facts and assumptions which guided the preparation of the Fiscal Year 1986 Budget.





John A. Dyer  
General Manager

May 23, 1985

The Honorable President & Members  
Board of Directors  
Southern California Rapid Transit District  
425 South Main Street  
Los Angeles, California 90013

Dear President Patsouras and Members:

I am pleased to submit herewith the proposed Southern California Rapid Transit District (SCRTD) Annual Budget and Financial Plan for Fiscal Year 1986. The proposed budget is a lean but responsible spending plan and can be summarized with the phrase: "We will have to do more with less."

The Historical Perspective

This Fiscal Year 1986 marks the beginning of a new day in public transportation policy, service, and management in the SCRTD. During the past three years, the District has operated a demand-based transit system with service levels and budget being adjusted to meet the overcrowding and ever increasing ridership demands generated by the 50-cent fare. Because there was no operating reserve account in the budgets, the last two fiscal years were exceeded by 1-2% per year as daily ridership increased more than 30% during the Proposition A period and additional buses were added to the system to relieve overcrowding. The ability to meet these increased service demands was made possible by operating assistance from the Proposition A Fare Reduction Program.

Indeed, from the standpoint of the riding public and auto driver, the District's portion of Proposition A has been an overwhelming success with ridership increasing from 354 million trips in Fiscal Year 1982 prior to the validation of the 50-cent fare to over 498 million in Fiscal Year 1985, an increase of 144 million annual riders. That increase equates to an added 500,000 riders each day, -- and many less autos on the streets -- in Los Angeles, or more than the entire bus-rail systems carry in Atlanta or Baltimore, or numerous other major cities in the U.S. The SCRTD and the public are indebted to Supervisor Kenneth Hahn and the Los Angeles County Transportation Commission (LACTC) for their wisdom, foresight, and leadership in placing Proposition A on the ballot in November, 1980, for overseeing it to validation in 1982, and for distributing the funds for the past three years.

The Fiscal and Operations Program for Fiscal Year 1986

The recommended Budget represents the conversion of the SCRTD back to a supply-based transit system where the service level is fixed, the fare is

raised to 85¢, and the budget is fixed and constrained by limited revenues. In establishing the Fiscal Year 1986 service levels and fare structure, the Board set the parameters for the District's operations. The new fare and service levels necessitated by the termination of the Proposition A Fare Reduction Program, are the primary drivers in establishing all District operating parameters. The underlying assumptions utilized in developing this budget include: (1) the base fare of 85¢; (2) a service level of 7,000,000 revenue hours; (3) a reduction of 210 buses from the active fleet; and (4) the District-wide goals and objectives adopted by the Board on April 4, 1985 and re-printed in this Budget.

For Fiscal Year 1986, the proposed operating budget totals \$484,791,000, which is a 5.6% increase over the \$459,000,000 estimated expenditure level for Fiscal Year 1985. A capital budget of \$242,391,000 is proposed, including \$137,646,000 for the Metro Rail Project. Consistent with the reduced service level, the recommended Budget represents a personnel level of 8,453, a reduction of 451 positions or 5.1% from Fiscal Year 1985.

#### Positioning the SCRTD for the 1980's

The transition from a demand-based system, expanding with ridership increases, to a supply-based system built around the availability of limited resources, will not be an easy one. In fact, this is a period of "belt-tightening". The changes will be painful for policy makers, employees, and the riding public. For example, District riders will suffer the impacts of both an increase in the base fare and a simultaneous 2.4% reduction in service. We estimate a loss of 200,000-275,000 riders each day from the 1,700,000 daily passengers boarding at present. The District will no longer have the resources for policy makers to respond to fluctuations in ridership, to add service, and to consider policy alternatives that add costs.

The employees of the District also are impacted by the changed operating environment. The recommended Budget includes a reduction of 451 positions from Fiscal Year 1985. It is currently projected that this reduction may entail as many as 100 layoffs immediately. We will do everything possible to minimize that number, and we have had a hiring "freeze" in place for six months in anticipation of this eventuality. Hopefully, attrition prior to July 1 will lessen the impacts on our employees. For all remaining and new employees not affected by layoffs, wages and benefits will not continue to grow at historic rates. These changes are reflected in the District's recently negotiated labor agreements and in the non-contract salary and fringe benefit allocations in this Budget.

To deal with the effects of these changes on the community, District ridership, and District employees, a new emphasis on productivity will be required in all facets of District activities. This proposed Fiscal Year 1986 Budget reflects the focus of each department on improved productivity. In addition to cost-cutting measures incorporated in the dollar and personnel figures, tightened performance objectives linked to District-wide objectives are identified in the departmental sections. A more aggressive and sensitive management and improved supervision will be required of all Department heads and supervisors. One recent success should serve as an

example of the tremendous savings potential. Over the past two years, I am especially proud of the Customer Relations Department which has improved the productivity of the Telephone Information function by 30 percent. This improvement was made possible by the District's long term investment in automated systems coupled with positive approaches by management.

For the operating Departments, the focus on productivity translates into improved on-street performance. The District has established new standards regarding traffic accidents, mechanical failures, on-time performance and other measures. In addition, since the system will be operated on a more stable basis under the new labor agreements, with major service changes being limited to twice a year, riders will become more familiar with schedules, and operators will know and relate better to their passengers and routes.

The opportunities presented by this stabilized system highlight the gains that can be achieved by fostering improved relationships among the District, its employees and its riders. It is especially important to harness this potential to move forward positively in order to ease the transition to the new operating environment.

Meeting the challenge of quality service under conditions of limited resources requires creativity as well as commitment. Among the projects proposed in this Budget to benefit our patrons are the design and publication of a system-wide service map, and the installation of newer, more efficient electronic fare boxes and surveillance cameras on District buses to improve the security of both passengers and operators.

Another critical element for the 1980's is the inter-agency and intergovernmental agenda. For example, the termination of the Proposition A Fare Reduction Program, coupled with the likely reduction of Federal Operating Assistance, presents the District with perhaps its greatest challenge since about 400,000 daily passengers would leave the SCRTD buses with no known replacement capacity. The highway system cannot easily handle additional autos, and there is no other transit operator prepared to handle these ridership volumes. The interaction of these elements should serve as a potent reminder that the District does not operate in isolation, but rather as part of a complex network of transportation and funding agencies.

In order to position itself effectively for the balance of the decade, it is critical that the District enhance its relationship with this complex of organizations. This effort will entail strengthening our presence in the state and national capitals with detailed attention to both legislative and regulatory matters. It further requires improved communication with the neighboring municipal transit properties, municipal governments within the District service area, and regional agencies such as the LACTC and SCAG. This dialogue must be geared toward defining a strategic policy and program plan for the region's transportation system and achieving its implementation. An understanding is needed that with limited resources it is not possible for the District, or any other agency for that matter, to meet every transportation need that may arise. If the District is, nevertheless, committed to meeting many of the transportation needs of the region, newly

defined roles and relationships will be required not only among the public sector but also with the private sector agencies.

### The Critical Capital Programs

As the District approaches uncertain times, it is important to complete those major capital improvements which will provide the means to meet our commitments to enhanced productivity and improved transportation. This Budget includes funds for: (1) the completion of the Central Maintenance Facility, a state-of-the-art complex which will house the latest in technology for all facets of bus maintenance and, when finished, greatly enhance productivity; (2) the procurement of 150 new buses and the rehabilitation of 30 existing buses as part of ongoing fleet management efforts; (3) the consolidation of the management information systems required to enable productivity gains; (4) the movement of the Metro Rail Project from the design phase into construction; and (5) the staff for operations planning which must precede the operation of both light and heavy rail transit.

While these are ambitious capital programs which will lead to long term productivity gains and considerable capacity expansion, they by no means are sufficient to meet the transit needs of the region or even Los Angeles County. In fact, the SCRTD capital program as well as the region's capital program needs to be expanded and to be formalized on a 10-20 year basis if we are to begin to catch up with the ever increasing transit demands of the area.

### Maintaining Flexibility

While the District must complete these projects as reflected in this Budget, it must also remain flexible enough to react swiftly to potential Federal funding changes. These changes might entail a major reduction in operating assistance, capital assistance, or both, or a restructuring of all transportation subsidies and/or the elimination of support for the Metro Rail Project.

The final outcome of Congressional budget deliberations and Presidential action will not be known until about September, 1985, well into the District's Fiscal Year. In anticipation of this contingency, a budgetary reduction package will be prepared and presented before June 30, 1985, for Board consideration even though no action will be recommended at that time. This package will have to account for the loss of \$10 million annually which is equivalent to \$12 million in reductions if absorbed in the last nine months of Fiscal Year 1986, representing our best estimate of congressional action.

Should the Metro Rail Project be terminated because of Federal action, it will be necessary to initiate close down procedures. This will include the elimination of many Transit Systems Development positions and activities as well as considerable support staff in other departments. Conversely, if Metro Rail is funded for the Minimum Operable Segment (MOS I), the District should apply all allocated resources to expedite construction of the subway and prepare for its operation as well as mobilize to deal with future extensions.

Flexibility also will be required to respond adequately to the uncertainty of the ridership estimates for Fiscal Year 1986. The actual effect of the fare increase and service reductions will not be known until we are into the new fiscal year. If ridership is lower than current estimates, the District could respond either by an aggressive marketing program designed to attract more ridership or by another round of service, staff, and budget cuts. On the other hand, if ridership is higher than projected, the District will be in a serious dilemma because costs will increase if buses have to be added back into the system. Even though most governmental jurisdictions regularly budget from 2 to 5 percent as an operating reserve account, there is no operating reserve account available for incorporation into the Fiscal Year 1986 Budget. Moreover, there do not appear to be additional sources of operating funds available to the District. Thus, we must operate within the Budget and be prepared to take the measures to do so.

In summary, the District will not succeed in meeting the challenges before it by simply falling back on old and tired practices of earlier years. Rather, new initiatives and new policies are needed as guidelines in the 1980's. This means new strategies and policies, new relationships, new work tools and facilities, and new service delivery concepts all are required.

As priorities in Fiscal Year 1986, the District should move forward on the inclusion of a new mode in the transportation network with operational planning for light rail transit. We should consolidate the connection between land use planning and transportation, thus providing for new sources of future support through joint development and in turn providing a new resource to the surrounding community by strengthening the Centers Plan Concept.

Finally, we must develop policies and procedures for the private delivery of contract transportation services either through the brokerage of services, the contracting of services or, in the event of a 20% or greater loss of Federal operating subsidy, through reorganizing the SCRTD to permit the public sector to purchase District services at a competitive rate. Also, services currently provided for free to other agencies must be converted to a purchase basis. In carrying out these or other efforts, it is of critical importance that the Board set priorities, stay with them, and do everything within its power to see that the priorities are carried through to completion. To do less is to jeopardize the future.

#### Organization of the Budget

In order to facilitate your review, the proposed Budget has been divided into six parts. This Budget message is Part One. Part Two is a narrative describing the process by which the Budget was developed. Part Three presents the District-wide Goals and Objectives which generated departmental objectives and which will serve as the basis for evaluating the District's performance in the Quarterly Budget and Performance Reports presented to you throughout the year. Part Four is the Budget Summary containing charts and data comparing revenue, expenditures and staffing for a three year period. In addition, this part includes key productivity indicators and their trends for the past ten years. This part also contains the Metro Rail Program Budget, and the Special Accessible Service Program Budget. Part Five

consists of an individual budget for each department including: (1) a Budget Summary containing an overview of expenditures and personnel, a description of the department, significant changes from Fiscal Year 1985, and key objectives; (2) a functional Budget Summary; and (3) a Three-Year Comparison of Expenditures. This part also includes organization charts for each of the District's major administrative units. The final Part is the Glossary of Terms and Abbreviations.

I believe this proposed Budget represents a sound fiscal plan for repositioning the District for Fiscal Year 1986. It is a considered evaluation of the District's needs and should be an effective tool for evaluating the coming year's performance once the Board has made the policy decisions and established the priorities for Fiscal Year 1986. I respectfully recommend its adoption.

Respectfully,



John A. Dyer

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET DEVELOPMENT

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Part 2.0 of the Budget contains a description of the process used to develop the Annual Budget for Fiscal Year 1986. It traces this effort from its beginning with the preparation and distribution of a Budget Manual, through the submission of Budget Requests and the subsequent review and hearings, to the production of this Annual Budget in its current form.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET DEVELOPMENT

2.1 BUDGET DEVELOPMENT PROCESS

The Southern California Rapid Transit District Budget serves several purposes. Clearly, it is designed to serve as a policy making tool for the Board of Directors, an expression of measurable goals and objectives for management, and an overview for citizens who may not be familiar with the inner workings of the District. The goal of this Budget is to describe as clearly as possible the level of service provided by the District, the costs of the service, the proposed allocation of dollars, and the source of funds used to pay for the service.

To assist the departments in the preparation of their budgets and to ensure a uniform approach to policy matters, District management developed a Budget Manual which prescribed the budget development process. The Budget Manual was transmitted to the departments in January and the department budget requests were due to the Office of Management and Budget on March 1, 1985. The Office of Management and Budget submitted its recommendations to the Budget Review Committee (the General Manager, the Controller, the Assistant General Manager for Management, and the Director of the Office of Management and Budget) on April 1, 1985.

During April and May, the Budget Review Committee met with each department. At these hearings, the department heads presented their budgets and explained any proposed changes for the coming fiscal year. In addition, they reviewed their departmental objectives for 1985 and their goals and objectives for 1986. At the conclusion of the hearings, the General Manager developed the proposed Fiscal Year 1986 Budget.

2.2 BUDGET DOCUMENT

Part One of this Budget document is the General Manager's Message. In this Budget Message, the General Manager outlines the recommended programs for Fiscal Year 1986 and discusses important policies, proposals, and issues which will be facing the District during the year.

Part Two of the Budget briefly describes the process leading to the formation and organization of the Budget document. It concludes with a brief discussion of the implementation of Management by Objectives.

Part Three is a listing of District-wide goals and objectives which serve to provide a common set of goals for each department.

Part Four contains charts and graphs summarizing this Budget in several different ways. District operating and capital expenditures for Fiscal Year 1986 are displayed by department and by expense category, while revenues are summarized by source. Personnel changes are summarized by department, compared to the Fiscal Year 1985 Budget, and itemized in detail. Total expenditures by department are identified including operating, capital, and



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET DEVELOPMENT (CONTINUED)

grants. Part Four also includes program budgets for Metro Rail and Accessible Service. These budgets afford a system-wide view of these interdepartmental programs. Finally, ten-year comparisons of District operations are charted as they relate to cost, personnel utilization, and quality of service.

Part Five outlines the activities of the various departments. Each department is introduced in a one or two page summary. Included are descriptions of the scope, goals and major service objectives for the coming year. Also highlighted are significant changes which will result from the adoption of the Budget.

At the beginning of each department narrative is a table containing a summary of expenditures and personnel. This marks the third year that capital and grant items are tracked by department in this manner and, therefore, historical data is limited. Systems for tracking capital expenditures by department are not yet fully operational. Nevertheless, significant progress has been made in the information provided to the Board and future Budgets will include all available data. The operating expenditure figures reflect all salaries and other operating costs, which include supplies, small equipment items and services purchased by each department.

Some of the departments' operating budgets contain labor expenditures which will be capitalized. These salaries, which are chargeable to capital grants, are offset by "Expense Transfers". Expense Transfers report adjustments and reclassifications of expenses recorded in the operating budget which are then transferred to the department's capital budget.

Departmental expenditures are linked to levels of service by function. By viewing the functional costs, in addition to the costs by major expense category for each department, it is possible to more clearly associate the services provided by the District with their costs.

Part Six defines terms and abbreviations used throughout this Budget document. This listing should improve the understanding of the terms and abbreviations used in the Budget.

### 2.3 GOALS AND OBJECTIVES

The use of goals and objectives is a key element of this Budget package. This marks the District's third year of incorporating goals and objectives in the Budget. Management by Objectives has been used successfully by private industry, as well as local governments, and is helpful in improving the productivity, efficiency and effectiveness of individual managers.

Measureable objectives provide a standard for supervisors, department heads and the General Manager to use in rating departmental and individual performance. Objectives also provide a set of guidelines against which all members of the department may judge their own or subordinates' performance. Monitoring progress toward attainment of objectives points out problems

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET DEVELOPMENT (CONTINUED)

before they become serious and expensive to correct.

District-wide goals and objectives are listed in Part 3. In addition, each department summary page lists a number of the key objectives for the department. Objectives were developed for each function within the departments, and although only the key or major objectives are printed in this Budget, those unpublished will still be used by management in the coming year to monitor performance.

There are a number of reasons for including goals and objectives in the Budget process:

- o Explicitly stating and agreeing upon goals and objectives for a department or division substantially improves the likelihood of their being accomplished.
- o Properly stated goals and objectives provide a standard of performance for management control throughout the District.
- o Properly stated goals and measurable objectives enable the quantitative evaluation of end results.
- o A shared definition of goals and objectives is essential in making all members of an organization aware of the common direction of their efforts.
- o By monitoring progress toward meeting objectives during a fiscal year, existing or potential problems will become more apparent and the likelihood of resolving them will be enhanced.
- o Goals and objectives provide everyone a better understanding of the cost of services.

The use of goals and objectives in preparing the Budget is, of course, no panacea for resolving operational problems, nor is it a substitute for limited resources. It is, however, an effective technique for assuring that proper planning has been carried out at each level of responsibility.

The use of department and functional objectives provides the General Manager, department heads, and supervisors within the department a clear understanding of what is expected of them for the coming year.

During the year, progress toward meeting departmental objectives is reported quarterly to the Office of Management and Budget. The status of District-wide objectives is reported quarterly to Executive Staff and the Board of Directors by means of the Quarterly Budget and Performance Report.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT-WIDE GOALS AND OBJECTIVES

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Part 3.0 lists the performance goals and objectives which have been established for the Southern California Rapid Transit District for Fiscal Year 1986. The objectives are grouped in the areas of Bus Operations, Facilities Construction, Cost Control, and Policy and Management Objectives. These objectives are reflected throughout this document as each individual department has established its own objectives designed to contribute to their accomplishment.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT-WIDE GOALS

- Goal 1: To operate a safe, clean, convenient and efficient mass transit system for the general public in the metropolitan area.
- Goal 2: To develop and operate an integrated fixed-guideway transit system for the general public within the urbanized area while enhancing the quality of life and the development of the urbanized areas.
- Goal 3: To improve the productivity of the transportation, maintenance, and management sectors of the District.
- Goal 4: To use the SCRTD leadership position to serve as a catalyst for the physical, land use, and economic development of the metropolitan area in relation to transportation and access.
- Goal 5: To support and reinforce the Centers Concept of land use development in the Los Angeles region.
- Goal 6: To maximize the availability of accessible transit service within the District's service area.
- Goal 7: To protect the public's investment in public transit.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT-WIDE OBJECTIVES

1.0 Bus Operations Objectives

1.1 To meet service demands and increase operating efficiency by:

1.1.1 Retaining revenue vehicle service hours within 1% of seven million annual hours;

1.1.2 Maintaining a system-wide average of at least 60 boardings per revenue service hour;

1.1.3 Increasing by 10% the proportion of buses passing key time points on time (between 30 seconds early and five minutes late);

1.1.4 To reduce the number of pass-up complaints by 10%.

1.2 To maintain or improve service reliability by:

1.2.1 Providing a minimum 99% on-time pull-out rate;

1.2.2 Increasing the mean miles between mechanical failures to 3,000 miles;

1.2.3 Maintaining fleet size in accordance with the Board approved Fleet Mix policy;

1.2.4 Maintaining the active fleet spare ratio below 21%.

1.3 To maintain at least 95% Accessible Service reliability by:

1.3.1 Ensuring that all District departments incorporate the goals and objectives of the Accessible Service Program into the Tasks and Standards of the appropriate District personnel;

1.3.2 Ensuring that securement devices shall be workable and able to secure a wide variety of wheel chairs;

1.3.3 Ensuring that on accessible lines the accessible headways shall occur at intervals of one hour;

1.3.4 Ensuring that the combination of routes selected for accessible service shall provide a diverse, balanced and geographically equitable system;

1.3.5 Ensuring that the lift-equipped fleet shall be maintained and assigned to service so that lift equipment is available for at least 95% of the designated accessible trips.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT-WIDE OBJECTIVES  
(CONTINUED)

- 1.4 To minimize service reductions due to the ending of the Proposition A Fare Reduction Program.
  - 1.5 To maintain regional accessibility to the public transit system.
  - 1.6 To assess the results of the new fare structure on ridership with sufficient specificity to enable the District to adjust service to meet demands.
  - 1.7 To engage in experimentation with alternative service concepts including pulse point scheduling, timed transfer, subcontracting of service and service reallocation and deployment in order to enhance services offered.
  - 1.8 To engage in or conduct experimental or demonstration projects related to energy conservation and air quality.
- 2.0 Facilities Construction Objectives
- 2.1 To continue the preparation for and begin construction of the Metro Rail Project by:
    - 2.1.1 Completing facilities design;
    - 2.1.2 Completing systems design;
    - 2.1.3 Completing necessary property acquisition;
    - 2.1.4 Initiating construction of the Minimum Operable Segment (MOS-1);
    - 2.1.5 Developing an EIS/EIR for extension of the MOS-1.
  - 2.2 To complete construction of the Central Maintenance Facility.
  - 2.3 To complete an EIS/EIR for the Universal City Station site.
  - 2.4 To complete the renovations of the maintenance facility at Division 1.
  - 2.5 To complete the site work and service facility at Division 2.
  - 2.6 To complete various improvements and building rehabilitation projects at existing facilities as needed to improve efficiency and safety.
- 3.0 Cost Control Objectives
- 3.1 To increase budgetary control and review of expenditures by:
    - 3.1.1 Implementing fully integrated capital and operating budget and accounting systems;

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT-WIDE OBJECTIVES  
(CONTINUED)

- 3.1.2 Continuing the implementation of the management reporting elements of the TRANSMIS Projects;
- 3.1.3 Routing both purchase and personnel requisitions through the Office of Management and Budget.
- 3.2 To maintain a maximum operating cost per boarding of no more than \$1.18.
- 3.3 To reduce bodily injury and property damage liability losses by reducing traffic accident frequency to no more than 4.5 per 100,000 miles.
- 3.4 To reduce Workers' Compensation costs by:
  - 3.4.1 Reducing Transportation industrial accident frequency to no more than 7.0 per 100,000 hours;
  - 3.4.2 Reducing Maintenance industrial accident frequency to no more than 9.0 per 100,000 hours.
- 3.5 To insure, to the extent possible, that revenue/cost ratios are substantially equal for the following service classes: local service, limited service, express service and contract service.
- 3.6 To minimize those schedule changes requiring Bus Operator assignment changes.
- 3.7 To implement a management plan for the transition from manual to automated systems.
- 3.8 To reduce unscheduled Bus Operator overtime by:
  - 3.8.1 Maintaining a labor force consisting of the maximum number of contractually permissible part-time Bus Operators;
  - 3.8.2 Reducing the District ratio to less than 1.50 Bus Operator Pay Hours per Revenue Vehicle Service Hour;
  - 3.8.3 Implementing all appropriate recommendations resulting from Bus Operators' absenteeism studies.
- 3.9 To improve the ratio of buses per mechanic by 5%.
- 3.10 To attain a farebox recovery ratio of at least 38%.
- 4.0 Policy and Management Objectives
  - 4.1 To provide for minority participation in District programs and activities by continuing UMTA approved EEO and MBE/WRE plans and the Affirmative Action Career Development Project.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT-WIDE OBJECTIVES  
(CONTINUED)

- 4.2 To improve efforts at intergovernmental coordination by:
  - 4.2.1 Maintaining a regular series of inter-local coordinating meetings with other public agencies;
  - 4.2.2 Continuing the development and implementation of Benefit Assessment Districts;
  - 4.2.3 Exercising a leadership role in developing, analyzing and implementing future rail projects.
- 4.3 To continue to monitor performance quarterly as outlined in the established departmental and District-Wide Objectives.
- 4.4 To pursue a stable and diversified source of long term funding for District operations.
- 4.5 To maintain the regional integrity of the transit system network.
- 4.6 To improve coordination with private sector agencies by:
  - 4.6.1 Continuing the development and implementation of Benefit Assessment Districts;
  - 4.6.2 Establishing a regular series of coordinating meetings with private sector representatives.
- 4.7 To maintain strong communication links with the general public and continue to improve community relations by informing the general public of transportation changes which effect service.



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

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Part 4.0 of the Budget contains summaries of District operating and capital revenues and expenditures for Fiscal Year 1986. In addition, a Metro Rail Program Budget, a Special Accessible Service Program Budget, and a listing of personnel changes by department are detailed. The salaries for the proposed positions have been included in the departmental totals.

Also highlighted are ten-year comparisons of District operations as they relate to cost, personnel utilization and quality of service.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR COMPARISON OF OPERATING EXPENDITURES BY DEPARTMENT (\$000)

FIGURE 1

DEPT. NO.	DEPARTMENT NAME	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
0999	NON-DEPARTMENTAL	139,019	154,581	148,989	178,395
1000	BOARD OF DIRECTORS	186	150	153	145
1100	GENERAL MANAGER	595	702	634	610
1200	DISTRICT SECRETARY	274	376	365	389
2200	LEGAL	820	665	734	715
3099	AGM FOR OPERATIONS	258	326	276	333
3250	TRANSPORTATION	132,658	144,846	138,492	149,089
	OPERATING DIVISIONS				
3291	STOPS AND ZONES	760	757	915	851
3296	OPERATIONS CONTROL AND SERVICES	6,002	6,357	6,590	6,494
3297	TRANSPORTATION INSTRUCTION	3,106	3,355	3,314	1,376
3299	TRANSPORTATION GENERAL	2,416	2,027	1,755	1,286
3300	EQUIPMENT MAINTENANCE	92,649	92,976	92,628	90,656
3500	FACILITIES MAINTENANCE	7,198	7,721	9,735	8,856
3800	TRANSIT POLICE	4,093	4,555	5,155	4,616
3900	SCHEDULING	4,331	4,020	4,562	4,274
4099	AGM FOR PLANNING AND COMMUNICATIONS	109	80	97	115
4200	PLANNING	2,246	2,338	2,832	2,831
4400	MARKETING AND COMMUNICATIONS	2,789	3,090	3,220	3,510
4800	CUSTOMER RELATIONS	3,089	3,145	3,291	3,405
5099	AGM FOR GOVERNMENT AND COMMUNITY AFFAIRS	0	0	107	113
5100	GOVERNMENT AFFAIRS	387	367	391	411
5500	COMMUNITY RELATIONS	639	328	360	291
6099	AGM FOR EQUAL OPPORTUNITY	76	112	94	99
6100	EQUAL EMPLOYMENT OPPORTUNITY	400	320	147	150
6200	CONTRACT COMPLIANCE	0	102	75	77
6300	EMPLOYEE EDUCATION, TRAINING AND DEVELOPMENT	746	1,483	1,721	1,557

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR COMPARISON OF OPERATING EXPENDITURES BY DEPARTMENT (\$000)

FIGURE 1 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
6400	DBE/WBE	0	158	88	80
7099	CONTROLLER-TREASURER- AUDITOR	466	403	305	298
7100	ACCOUNTING AND FISCAL	2,875	3,144	3,032	3,288
7200	DATA PROCESSING	5,075	6,230	6,096	5,289
8099	AGM FOR TRANSIT SYSTEMS DEVELOPMENT	52	47	26	26
8100	TRANSIT SYSTEMS DEVELOPMENT	669	995	203	1,223
8300	BUS FACILITIES ENGINEERING	1,097	1,088	735	703
9099	AGM FOR MANAGEMENT	116	97	119	120
9136	SAFETY	418	480	452	475
9174	INSURANCE	2,536	295	332	277
9199	RISK MANAGEMENT	0	0	61	83
9400	CONTRACTS, PROCUREMENT AND MATERIEL	4,075	4,727	4,544	4,901
9500	PERSONNEL	1,930	2,035	2,441	2,477
9610	GENERAL SERVICES	1,771	2,001	1,856	2,463
9640	PRINTING	1,650	1,441	1,633	1,364
9700	MANAGEMENT AND BUDGET	508	548	559	589
9800	LABOR RELATIONS	243	305	339	325
9810	EMPLOYEE ACTIVITIES	301	227	272	166
TOTALS		428,628	459,000	449,725	484,791

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR COMPARISON OF OPERATING EXPENDITURES BY EXPENSE CATEGORY  
(\$000)

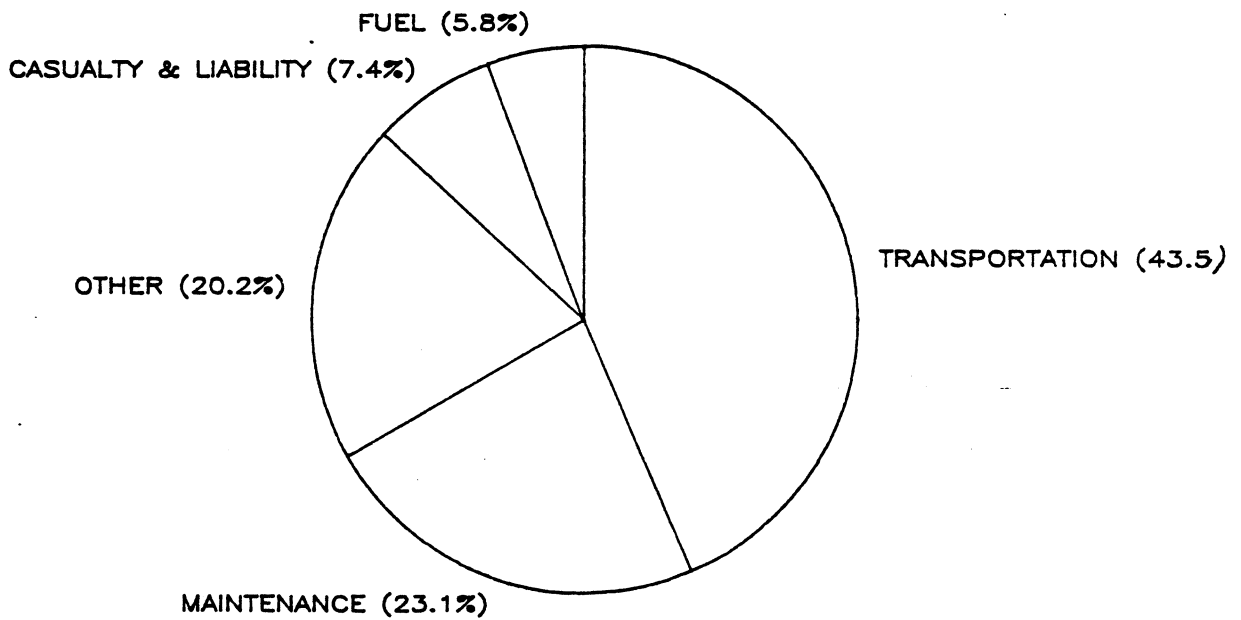
FIGURE 2

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	43,292	48,574	51,558	52,838
CONTRACT WAGES	207,988	220,573	214,424	223,849
LABOR SUBTOTAL	251,280	269,147	265,982	276,687
UNIFORM AND TOOL ALLOWANCE	1,294	645	1,556	1,529
TRAINING	340	656	779	620
OTHER FRINGE BENEFITS	69,391	79,743	77,584	89,046
FRINGE BENEFIT SUBTOTAL	71,025	81,044	79,919	91,195
PROFESSIONAL AND TECHNICAL SERVICES	5,266	5,806	7,196	7,068
OTHER SERVICES	5,429	6,303	5,758	6,236
SERVICES SUBTOTAL	10,695	12,109	12,954	13,304
FUEL	26,647	24,948	27,491	27,925
OTHER	36,083	33,178	33,796	32,135
MATERIALS AND SUPPLIES SUBTOTAL	62,730	58,126	61,287	60,060
UTILITIES SUBTOTAL	3,168	4,647	3,264	4,772
CASUALTY AND LIABILITY SUBTOTAL	25,346	31,342	24,176	36,029
TAXES SUBTOTAL	1,988	1,921	2,086	2,073
TRAVEL AND MEETINGS	536	599	459	391
OTHER	740	802	847	870
MISCELLANEOUS EXPENSES SUBTOTAL	1,276	1,401	1,306	1,261
EXPENSE TRANSFERS SUBTOTAL	(13,383)	(13,990)	(15,255)	(15,018)
INTEREST EXPENSE SUBTOTAL	7,230	6,067	5,905	7,098
LEASES AND RENTALS SUBTOTALS	7,273	7,186	8,101	7,330
<b>TOTAL</b>	<b>428,628</b>	<b>459,000</b>	<b>449,725</b>	<b>484,791</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FIGURE 3

OPERATING BUDGET BY COST CATEGORY  
FRINGE BENEFITS ALLOCATED



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR COMPARISON OF OPERATING REVENUE BY SOURCE (\$000)

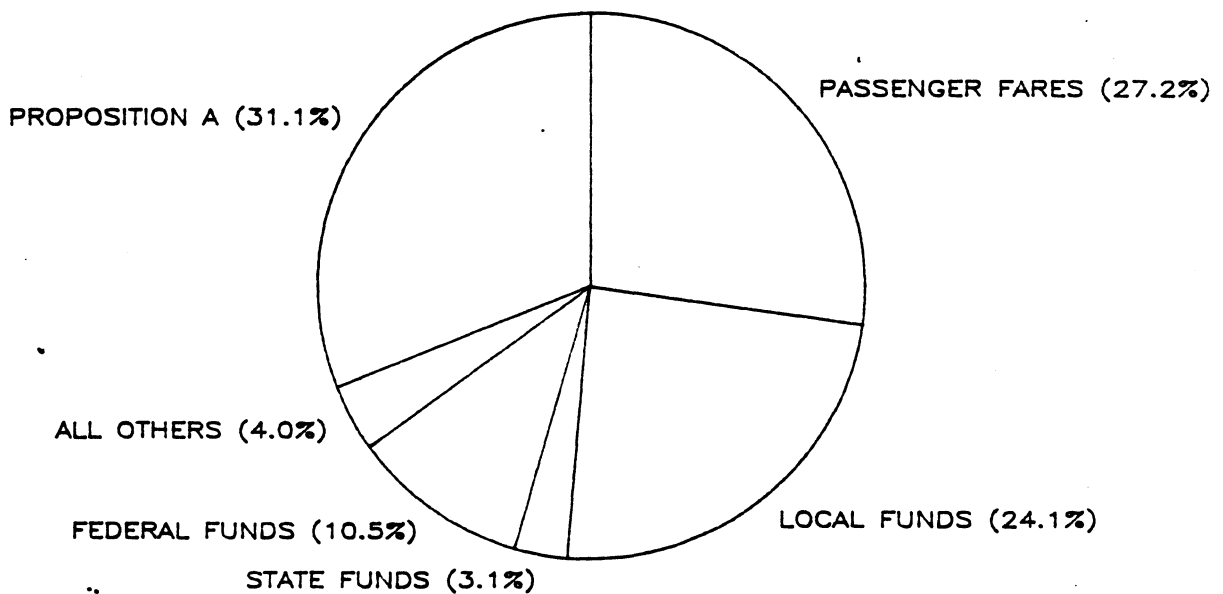
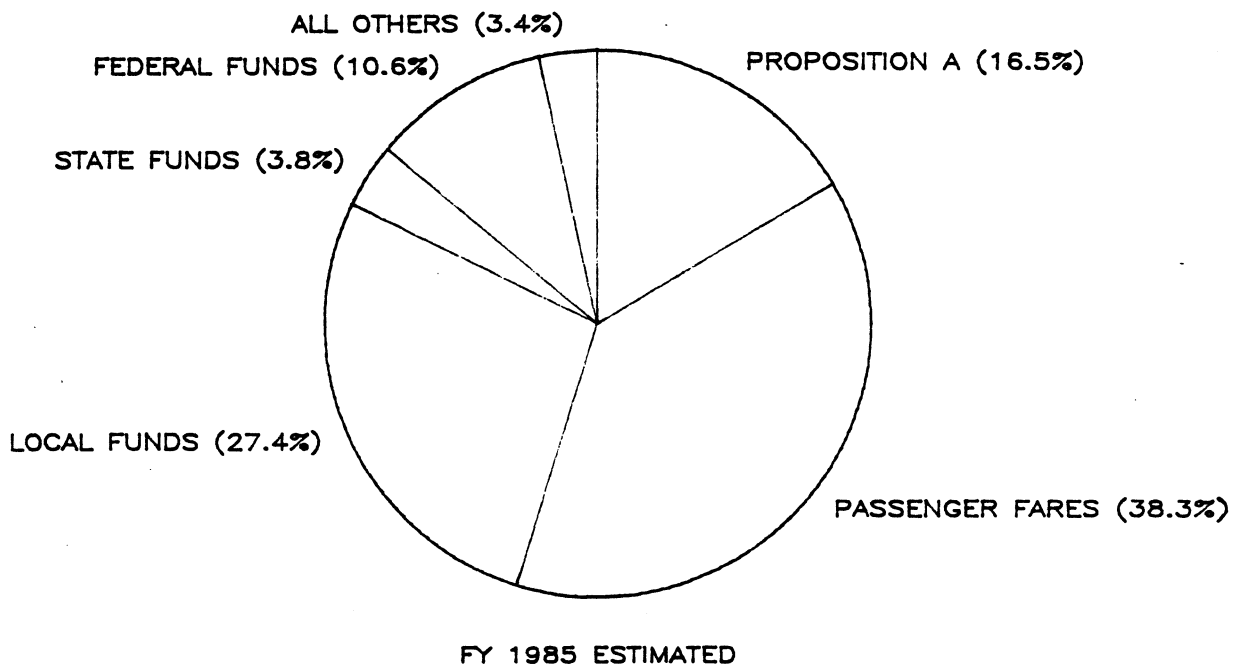
FIGURE 4

REVENUE SOURCE	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% OF FY 1986 PROPOSED BY SOURCE
FAREBOX	117,145	125,000	120,000	185,800	38.3%
ADVERTISING & OTHER	2,449	2,680	3,000	2,900	0.6%
INVESTMENT INCOME AND RENTALS	19,016	15,653	16,000	13,801	2.8%
MINIBUS PROGRAMS & COUNTIES CONTRACTS	4,382	5,252	5,500	3,800	0.8%
SALES TAX (LOCAL)	77,103	105,209	107,000	129,121	26.6%
SALES TAX (STATE)	14,655	14,021	15,000	18,049	3.7%
SALES TAX (PROP A)	141,044	142,610	132,925	79,794	16.5%
STATE CONTRACTS	2,440	350	1,800	333	0.1%
UMTA GRANTS	50,394	48,225	48,500	51,193	10.6%
<b>TOTAL</b>	<b>428,628</b>	<b>459,000</b>	<b>449,725</b>	<b>484,791</b>	<b>100.0%</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FIGURE 5

OPERATING REVENUE BY SOURCE  
FY 1986 PROPOSED



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

SUMMARY OF PERSONNEL BY DEPARTMENT

FIGURE 6

DEPT. NO.	DEPARTMENT NAME	FY 1985 BUDGETED	FY 1986 PROPOSED	NET CHANGE	PERCENT CHANGE
0999	NON-DEPARTMENTAL	8.0	8.0	0.0	0%
1000	BOARD OF DIRECTORS	0.0	0.0	0.0	NA%
1100	GENERAL MANAGER	8.0	7.0	(1.0)	-13%
1200	DISTRICT SECRETARY	9.0	9.0	0.0	0%
2200	LEGAL	10.5	9.5	(1.0)	-10%
3099	AGM FOR OPERATIONS	7.0	8.0	1.0	14%
3250	TRANSPORTATION OPERATING DIVISIONS	4,922.0	4,671.0	(251.0)	-5%
3291	STOPS AND ZONES	24.0	22.0	(2.0)	-8%
3296	OPERATIONS CONTROL AND SERVICES	176.0	163.0	(13.0)	-7%
3297	TRANSPORTATION INSTRUCTION	81.0	27.0	(54.0)	-67%
3299	TRANSPORTATION GENERAL	35.0	15.0	(20.0)	-57%
3300	EQUIPMENT MAINTENANCE	1,943.0	1,862.0	(81.0)	-4%
3500	FACILITIES MAINTENANCE	197.0	201.0	4.0	2%
3800	TRANSIT POLICE	144.0	138.0	(6.0)	-4%
3900	SCHEDULING	135.0	118.0	(17.0)	-13%
4099	AGM FOR PLANNING AND COMMUNICATIONS	3.0	3.0	0.0	0%
4200	PLANNING	72.5	71.0	(1.5)	-2%
4400	MARKETING AND COMMUNI- CATIONS	68.0	68.0	0.0	0%
4800	CUSTOMER RELATIONS	132.0	132.0	0.0	0%
5099	AGM FOR GOVERNMENT AND COMMUNITY AFFAIRS	2.0	2.0	0.0	0%
5100	GOVERNMENT AFFAIRS	7.0	7.0	0.0	0%
5500	COMMUNITY RELATIONS	18.0	17.0	(1.0)	-6%
6099	AGM FOR EQUAL OPPORTUNITY	3.0	3.0	0.0	0%
6100	EQUAL EMPLOYMENT OPPORTUNITY	5.0	5.0	0.0	0%
6200	CONTRACT COMPLIANCE	5.0	5.0	0.0	0%
6300	EMPLOYEE EDUCATION, TRAINING AND DEVELOPMENT	42.0	38.5	(3.5)	-8%
6400	DBE/WBE	5.0	5.0	0.0	0%
7099	CONTROLLER-TREASURER-AUDITOR	15.0	15.0	0.0	0%
7100	ACCOUNTING AND FISCAL	103.0	114.0	11.0	11%
7200	DATA PROCESSING	116.0	116.0	0.0	0%
8099	AGM FOR TRANSIT SYSTEMS DEVELOPMENT	2.0	2.0	0.0	0%
8100	TRANSIT SYSTEMS DEVELOPMENT	158.5	146.5	(12.0)	-8%
8300	BUS FACILITIES ENGINEERING	35.0	33.0	(2.0)	-6%



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

SUMMARY OF PERSONNEL BY DEPARTMENT

FIGURE 6 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	FY 1985 BUDGETED	FY 1986 PROPOSED	NET CHANGE	PERCENT CHANGE
9099	AGM FOR MANAGEMENT	2.0	2.0	0.0	0%
9136	SAFETY	6.0	6.0	0.0	0%
9174	INSURANCE	7.0	7.0	0.0	0%
9199	RISK MANAGEMENT	2.0	2.0	0.0	0%
9400	CONTRACTS, PROCUREMENT AND MATERIEL	190.0	191.0	1.0	1%
9500	PERSONNEL	60.0	55.0	(5.0)	-8%
9610	GENERAL SERVICES	89.5	94.0	4.5	5%
9640	PRINTING	29.0	28.0	(1.0)	-3%
9700	MANAGEMENT AND BUDGET	16.0	16.0	0.0	0%
9800	LABOR RELATIONS	6.0	6.0	0.0	0%
9810	EMPLOYEE ACTIVITIES	5.0	4.0	(1.0)	-20%
	TOTALS	8,904.0	8,452.5	(451.5)	-5%

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION
1100	General Manager	Senior Secretary	-1.0	NC	PD
2200	Legal	Secretary	-1.0	NC	PD
3099	AGM For Operations	Administrative Analyst	-1.0	NC	PD
		Operations Staff	1.0	NC	RO
		Superintendent			
		Rail Operations Superintendent	1.0	NC	IW
3250	Transportation Operating Divisions	Transportation Superintendent	2.0	NC	TI
		Senior Staff Assistant	2.0	NC	TI
		Typist Clerk	12.0	BRAC	TI
		TOS (Instruction)	36.0	NC	TI
		Senior Instructor of Vehicle Operations	12.0	NC	TI
		Full-Time Bus Operators	-269.0	UTU	PD
		Part-Time Bus Operators	-31.0	UTU	PD
		Transportation Division Manager*	-1.0	NC	PD
		Assistant Transportation Division Manager*	-1.0	NC	PD
		Stenographer*	-1.0	BRAC	PD
		TOS (Divisions)*	-6.0	NC	PD
		TOS (Divisions)	10.0	NC	RO
		Extra TOS (Divisions)	-16.0	NC	PD
3291	Stops and Zones	As-Needed Surveyor	-2.0	NC	PD
3296	Operations Control and Services	Traffic Loader	-13.0	UTU	TO
		TOS (Vehicle Operations)	-9.0	NC	RC
		Senior Vehicle Operations Supervisor	9.0	NC	RC

\* To be eliminated upon the closure of Division 2.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION		
3297	Transportation Instruction	TOS (Instruction)	-36.0	NC	TO		
		Typist Clerk	-11.0	BRAC	TO		
		Senior Transportation Instructor	-12.0	NC	TO		
		Staff Instructor	-1.0	NC	PD		
		Extra TOS (Instruction)	6.0	NC	IW		
		Senior Instructor of Vehicle Operations	-1.0	NC	RC		
		TOS (Instruction)	1.0	NC	RC		
		3299	Transportation General	Payroll Clerk	-12.0	BRAC	PD
Senior Staff Assistant	-2.0			NC	TO		
Transportation Superintendent	-2.0			NC	TO		
Division Dispatch Instructor	-1.0			NC	RC		
Administrative Analyst	1.0			NC	RC		
Stenographer	-1.0			BRAC	PD		
Typist Clerk	-3.0			BRAC	PD		
Transportation Superintendent/Labor Relations	1.0			NC	IW		
Typist Clerk	-1.0			BRAC	TO		
3300	Equipment Maintenance			Mechanic	-40.0	ATU	PD
				Division Manager*	-1.0	NC	PD
		Equipment Maintenance Supervisor I*	-4.0	NC	PD		
		Equipment Service Supervisor*	-1.0	NC	PD		
		Equipment Records Specialist*	-4.0	BRAC	PD		
		Equipment Records Specialist	-1.0	BRAC	TO		
		Service Attendant	-1.0	ATU	TO		
		Service Attendant	-29.0	ATU	PD		

\* To be eliminated upon the closure of Division 2.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION		
3300	Equipment Maintenance (Continued)	Assistant Director	1.0	NC	IW		
		Equipment Maintenance Maintenance Superintendent	1.0	NC	IW		
		Equipment Maintenance Supervisor I	-2.0	NC	RC		
		Administrative Analyst	1.0	NC	RC		
		Mechanic/Auto Engineer	1.0	NC	RC		
		Warranty Mechanic	-1.0	ATU	PD		
		Mechanic	-2.0	ATU	RC		
		Typist Clerk	2.0	BRAC	RC		
		Clerk	-1.0	BRAC	PD		
		3500	Facilities Maintenance	Supervising Engineer	1.0	NC	RO
Electronic Communications Technician	5.0			ATU	IW		
Systems Communications Technician	2.0			ATU	IW		
Systems Digital Technician	1.0			ATU	IW		
Service Attendant	1.0			ATU	TI		
Equipment Records Specialist	1.0			BRAC	TI		
Road Janitor Leadman	-1.0			ATU	TO		
Road Janitor	-4.0			ATU	TO		
Roving Janitor	-2.0			ATU	TO		
Electrical Maintenance Supervisor I	-1.0			NC	RC		
Electrical Maintenance Supervisor II	1.0			NC	RC		
Electronics Maintenance Superintendent	-1.0			NC	RC		
Electrical/Electronics Superintendent	1.0			NC	RC		
3800	Transit Police			Security Guard	3.0	TEAM	IW
				Part-Time Police Officer	-9.0	NC	PD

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION
3900	Scheduling	Temporary Traffic Loader	-25.0	UTU	PD
		As-Needed Schedule Checking Supervisor	-2.0	NC	PD
		Schedule Checking Manager	1.0	NC	RC
		Schedule Checking Supervisor	-1.0	NC	RC
		Senior Statistical Analyst	1.0	NC	IW
		Assistant Systems Engineer	1.0	NC	AT
		Data Entry Operator	-5.0	BRAC	PD
		Traffic Loaders	13.0	UTU	TI
		Schedule Checker	-5.0	UTU	RO
		Extra Schedule Checker	5.0	UTU	RO
4200	Planning	Senior Planner	-1.0	NC	PD
		Planner	-1.0	NC	PD
		Statistical Analyst	-1.0	NC	RC
		Planning Assistant	1.0	NC	RC
		Assistant Librarian	0.5	NC	IW
4400	Marketing and Communications	Ticket Office and Reports Clerk	-3.0	BRAC	PD
		Staff Aide	1.0	NC	IW
		Typist Clerk	2.0	BRAC	IW
5100	Government Affairs	Senior Secretary	1.0	NC	RC
		Secretary	-1.0	NC	RC
5500	Community Relations	Senior Community Relations Representative	-1.0	NC	PD
		Senior Secretary	1.0	NC	RC
		Secretary	-1.0	NC	RC
6300	Employee Education, Training and Development	Training Coordinator	-1.0	NC	PD
		Mid-Level Manager Trainee	-2.0	NC	PD
		Entry Level Trainee	-1.0	NC	PD

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION
6300	Employee Education, Training and Development (continued)	Data Technician	0.5	BRAC	IW
		Word Processing Appli- cations Coordinator	-1.0	NC	RC
		Senior Training Coordinator	1.0	NC	RC
7100	Accounting and Fiscal	Accountant	-1.0	NC	PD
		Assistant Supervisor, Central Cash Counting Office	1.0	NC	IW
		Payroll Clerk	-3.0	BRAC	PD
		Cash Clerk	14.0	BRAC	IW
7200	Data Processing	Assistant Director of MIS	2.0	NC	RC
		Systems Project Manager	-2.0	NC	RC
		Systems Project Leader	3.0	NC	RC
		Senior Programmer Analyst	-2.0	NC	RC
		Programmer	-1.0	NC	RC
		Senior Systems Programmer	2.0	NC	AT
		Secretary	1.0	NC	IW
		Data Entry Operator	-2.0	BRAC	PD
8100	Transit Systems Development	Typist Clerk	-1.0	BRAC	PD
		Test Engineer	-1.0	NC	RC
		Senior Test Engineer	1.0	NC	RC
		System Design Manager	-1.0	NC	PD
		Project Engineering Manager	-1.0	NC	PD
		Supervising Architect	-1.0	NC	PD
		Senior Engineer	-3.0	NC	PD
		Construction Schedule Engineer	-1.0	NC	PD
		Engineering Associate Planner	-1.0	NC	PD
		Planner	-1.0	NC	PD
		Secretary	-1.0	NC	PD
		Surveying Engineer	-1.0	NC	PD
		Supervising Planner	-1.0	NC	PD
		Supervising Program Control Analyst	1.0	NC	RC
		Program Control System Supervisor	-1.0	NC	RC
8300	Bus Facilities Engineering	Senior Engineer	-1.0	NC	PD
		Engineering Assistant	-1.0	NC	PD

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION
9400	Contracts, Procurement and Materiel	General Clerk	1.0	BRAC	IW
9500	Personnel	Supervising Personnel Analyst	-3.0	NC	PD
		Personnel Assistant	-2.0	NC	PD
		Typist Clerk	-1.0	BRAC	PD
		Personnel Clerk	-1.0	BRAC	PD
		Employment Manager	1.0	NC	RO
		Pension and Benefits Manager	1.0	NC	RO
		Senior Personnel Analyst	2.0	NC	RO
		Communications Representative	1.0	NC	TI
		Communications Representative	-1.0	NC	RC
		Personnel Analyst	1.0	NC	RC
		As-Needed Data Technician	-3.0	NC	PD
9610	General Services	Staff Aide	1.0	NC	IW
		Road Janitor Leadman	1.0	ATU	TI
		Road Janitor	4.0	ATU	TI
		Roving Janitor	2.0	ATU	TI
		As-Needed Relief Attendant	-0.5	NC	PD
		Mopper/Waxer*	-3.0	BRAC	PD
9640	Printing	Bindery Operator I	-1.0	BRAC	PD
9810	Employee Activities	Communications Representative	-1.0	NC	TO

\* To be eliminated upon the  
closure of Division 2.

TOTAL -451.5

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EXPLANATION OF PERSONNEL CHANGES

FIGURE 7 (CONTINUED)

DEPT. NO.	DEPARTMENT NAME	JOB CLASSIFICATION	PERSONNEL (FTE'S)	LABOR GROUP	POSITION JUSTIFICATION
<u>SUMMARY OF PERSONNEL CHANGES</u>					
	<u>POSITION JUSTIFICATION</u>	<u>NON-CONTRACT</u>	<u>CONTRACT</u>		<u>TOTAL</u>
	INCREASED WORKLOAD (IW)	15.5	28.5		44.0
	ADVANCED TECHNOLOGY (AT)	3.0	0.0		3.0
	REORGANIZATION (RO)	16.0	0.0		16.0
	TRANSFER IN (TI)	53.0	34.0		87.0
	TRANSFER OUT (TO)	-53.0	-34.0		-87.0
	POSITIONS DELETED (PD)	<u>-77.5</u>	<u>-437.0</u>		<u>-514.5</u>
	TOTAL	-43.0	-408.5		-451.5
	RECLASSIFICATION (RC)	28.0	2.0		30.0



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

METRO RAIL PROGRAM BUDGET

During Fiscal Year 1986, work will be completed on facilities and systems design for the Metro Rail Minimum Operable Segment (MOS-1). Additionally, real estate acquisitions required to support MOS-1 will be essentially completed.

It is anticipated that construction funds will be made available by UMTA by October 1985, enabling major construction to begin by December 1985. Once these funds become available, the hiring freeze imposed on Metro Rail positions will be lifted and numerous vacant positions will be filled, primarily in the construction management area.

To facilitate Metro Rail Project management, a program budget has been developed showing expenditures projected on a cash flow basis by department. The entire Metro Rail Project is supported by capital funds.

The budget includes funds for 190.75 full-time equivalent staff positions, right-of-way acquisition, professional service contracts, and miscellaneous expenditures. The Office of Management and Budget has incorporated the Metro Rail Program Budget into each appropriate department's proposed budget for Fiscal Year 1986.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

METRO RAIL PROGRAM BUDGET  
MINIMUM OPERABLE SEGMENT (MOS-1)

FIGURE 8

DEPT. NO.	DEPARTMENT NAME	PERSONNEL (FTE'S)	CASH FLOW EXPENDITURES (\$000)				TOTAL
			LABOR	PROFESSIONAL AND CONTRACT SERVICES	R.O.W. ACQUISITION	MISCELLANEOUS EXPENDITURE	
0999	NON - DEPARTMENTAL	0.00				4,862	4,862
1200	DISTRICT SECRETARY	0.00				6	6
2200	LEGAL	1.75	62	1,100		5	1,167
3099	AGM FOR OPERATIONS	0.75	35			2	37
3800	TRANSIT POLICE	0.25	14				14
4200	PLANNING	5.00	169	750			919
4400	MARKETING AND COMMUNICATIONS	1.00	29				29
5500	COMMUNITY RELATIONS	4.25	146			123	269
6099	AGM FOR EQUAL EMPLOY- MENT OPPORTUNITY	1.00	37			2	39
6100	EQUAL EMPLOYMENT OPPORTUNITY	0.50	18				18
6200	CONTRACT COMPLIANCE	3.00	90			5	95
6400	DBE/WBE	3.00	106			3	109
7099	CONTROLLER-TREASURER- AUDITOR	8.25	244			19	263
7100	ACCOUNTING AND FISCAL	1.00	27				27
7200	DATA PROCESSING	3.50	132	99		286	571
8099	AGM FOR TRANSIT SYSTEMS DEVELOPMENT	1.50	84			5	89
8100	TRANSIT SYSTEMS DEV	146.50	4,872	64,968	58,000	990	128,830
9136	SAFETY	0.25	13				13
9199	RISK MANAGEMENT	0.25	19				19
9400	CONTRACTS, PROCUREMENT AND MATERIEL	8.00	265			24	289
9500	PERSONNEL	1.00	35				35
TOTAL		190.75	6,397	66,971	58,000	6,332	137,646

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

SPECIAL ACCESSIBLE SERVICE PROGRAM BUDGET

In 1974, the Southern California Rapid Transit District established a policy which provides that buses purchased by the District must be equipped with wheelchair lifts and other devices so as to make bus service accessible to persons in wheelchairs. Since this policy was established, the District has made a major commitment to serving the transportation needs of persons with mobility impairments, and has invested millions of dollars in facilities and operations to enable patrons in wheelchairs to use the District's services.

In October 1983, the District assessed the progress made toward development of a totally accessible bus fleet. This assessment led to the creation of the Board Ad Hoc Committee on Accessible Transportation and the development of an Accessible Service Program for improving the current level of accessible service. The program called for the adoption of specific goals and objectives and the implementation of tasks by District staff to realize those objectives over a specific time frame and within a special program budget.

During Fiscal Year 1985, the Accessible Service Program focused on the operational aspects of placing accessible service on the street. The focus of the accessible program for Fiscal Year 1986 is to increase public awareness of the District's Accessible Service Program and at the same time continue to provide reliable and safe accessible service. The accessible program will also focus attention on seniors and people with other disabilities, in addition to passengers in wheelchairs.

To facilitate program management, a program budget totaling \$5,124,000 has been developed showing expenditures projected by department. The budget includes funds for 77.5 Full-Time Equivalent staff positions. Funds are also included to maintain the toll-free hot line to ensure a system for disabled and senior riders to receive information or resolve service problems and to maintain a monitoring system to evaluate maintenance performance in providing reliable, safe and operable equipment on a monthly basis. The Office of Management and Budget has incorporated the Accessible Service Program Budget into each appropriate department's proposed budget for Fiscal Year 1986.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

SPECIAL ACCESSIBLE SERVICE PROGRAM BUDGET

FIGURE 9

DEPT. NO.	DEPARTMENT NAME	PERSONNEL (FTE 'S)	LABOR (\$000)	PROFESSIONAL SERVICES (\$000)	MATERIALS AND SUPPLIES (\$000)	MISCELLANEOUS EXPENDITURES (\$000)	TOTAL (\$000)
0999	NON-DEPARTMENTAL	0.00	0	0	0	1,794	1,794
3099	AGM FOR OPERATIONS	1.00	34	0	1	1	36
3250	TRANSPORTATION OPERATING DIVS	6.00	242	0	0	0	242
3291	STOPS AND ZONES	1.75	34	0	2	0	36
3297	TRANSPORTATION INSTRUCTION	1.00	42	0	0	0	42
3300	EQUIPMENT MAINTENANCE	61.75	2,578	0	88	0	2,666
3900	SCHEDULING	1.00	31	0	0	0	31
4200	PLANNING	2.00	89	100	5	0	194
4800	CUSTOMER RELATIONS	1.75	35	0	0	3	38
5500	COMMUNITY RELATIONS	1.50	32	0	13	0	45
TOTAL		77.75	3,117	100	109	1,798	5,124

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

CONSOLIDATED CASH FLOW SUMMARY  
EXPENDITURES BY CAPITAL GRANT

FIGURE 10

GRANT NUMBER	EXPENSED TO DATE (\$000)	FY 1986 ESTIMATED (\$000)	FUTURE YEARS (\$000)	TOTAL GRANT (\$000)
<u>METRO RAIL</u>				
CA-03-0130	144,069	137,688	893,143	1,174,900
Total Project Cost	144,069	137,688	893,143	1,174,900
Grantor Portion		(82,612)		
UMTA Section 9		(6,881)		
State Prop. 5		(16,154)		
LACTC Prop. A/STAF		(23,061)		
L.A. City Prop. A		(1,600)		
Local/Private Funds		(7,380)		
<u>Other UMTA Section 3 Capital</u>				
CA-03-0090	37,171	710	2,835	40,716
CA-03-0106	12,110	7	161	12,278
CA-03-0209	7,948	288	0	8,236
CA-03-0213	13,167	26,262	15,331	54,760
CA-03-0259	8,345	2,416	3,188	13,949
CA-03-0275	44,216	633	2,651	47,500
Total Cost	122,957	30,316	24,166	177,439
Grantor Portion		(24,252)		
TDA Match		(6,064)		
<u>UMTA Section 5 Capital</u>				
CA-05-0052	12,408	212	1,860	14,480
CA-05-0121	8,852	88	2,001	10,941
CA-05-0133	4	2,775	12,128	14,907
Total Cost	21,264	3,075	15,989	40,328
Grantor Portion		(2,460)		
TDA Match		(615)		

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

CONSOLIDATED CASH FLOW SUMMARY  
EXPENDITURES BY CAPITAL GRANT

FIGURE 10 (CONTINUED)

GRANT NUMBER	EXPENSED TO DATE (\$000)	FY 1986 ESTIMATED (\$000)	FUTURE YEARS (\$000)	TOTAL GRANT (\$000)
<u>UMTA Section 9 Capital</u>				
CA-90-0022	15,509	1,533	19,198	36,240
CA-90-X059	11,947	18,089	8,870	38,906
CA-90-X120	0	32,235	50,640	82,875
CA-90-XXXX	0	5,310	40,565	45,875
Total Cost	27,456	57,167	119,273	203,896
Grantor Portion		(45,734)		
TDA Match		(11,433)		
Local match on Sections 3, 5 and 9 UMTA grants				18,112
Debt Service Sinking Fund				5,100
Non-Grant Funded Capital Items				14,025

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FINANCIAL SUMMARY (\$000)

FIGURE 11

DEPT NO	DEPARTMENT NAME	OPERATING TOTALS	UMTA					CAPITAL		LACTC PROP A	LA CITY PROP A	CAPITAL SUBTOTAL	PROPOSED TOTALS
			METRO RAIL	OTHER SEC 3	UMTA SEC 5	UMTA SEC 9	LOCAL/PRIVATE FUNDS	STATE TDA/STA	STATE PROP 5				
0999	NON-DEPARTMENTAL	178,489	2,918	1,200		243	261	4,259	1,711	814	56	11,462	189,951
1000	BOARD OF DIRECTORS	145											145
1100	GENERAL MANAGER	610											610
1200	DISTRICT SECRETARY	389	4							1		6	395
2200	LEGAL	715	698			58	62	557	285	195	14	1,869	2,584
3099	AGM FOR OPERATIONS	333	22	506		24,146	2	4,863	1,307	6		30,852	31,185
3250	TRANSP OPERATING DIVISIONS	149,089						312	83			395	149,484
3291	STOPS AND ZONES	851				10		16	4			30	881
3296	OPERATION CONTROL & SERVICES	6,494											6,494
3297	TRANSPORTATION INSTRUCTION	1,376				162		31	9			202	1,578
3299	TRANSPORTATION GENERAL	1,286											1,286
3300	EQUIPMENT MAINTENANCE	90,656		26	70	3,000		610	164			3,870	94,526
3500	FACILITIES MAINTENANCE	8,856		230	220	2,826		843	226			4,345	13,201
3800	TRANSIT POLICE	4,616	8			38		34	11	2		94	4,710
3900	SCHEDULING	4,274						51	14			65	4,339
4099	AGM FOR PLANNING & COMMUN	115											115
4200	PLANNING	2,737	579			146		52	870	346	162	11	2,166
4400	MARKETING AND COMMUNICATIONS	3,510	18			1	2	2	3	5		29	3,539
4800	CUSTOMER RELATIONS	3,405		1,524		661		431	115			2,731	6,136
5099	AGM FOR GOV'T AND COM AFFAIRS	113											113
5100	GOVERNMENT AFFAIRS	411											411
5500	COMMUNITY RELATIONS	291	162			13	14	187	82	45	3	506	797
6099	AGM FOR EQUAL OPPORTUNITY	99	23			2	2	5	7	3		39	138
6100	EQUAL EMPLOYMENT OPPORTUNITY	150	11			1	1	2	3	7		18	168
6200	CONTRACT COMPLIANCE	77	57			5	5	11	16	1		95	172
6300	EMPLOYEE ED, TRAINING AND DEV	1,557				313		65	18			396	1,953
6400	DBE/WBE	80	66			5	6	13	18	18	1	109	189
7099	CONTROLLER-TREASURER-AUDITOR	298	159			13	14	31	44	3		264	562
7100	ACCOUNTING AND FISCAL	3,288	16	63		17	1	17	7	5	0	126	3,414
7200	DATA PROCESSING	5,289	310	320		5,167	28	2,250	664	87	6	8,832	14,121
8099	AGM FOR TRANSIT SYSTEMS DEV	26	54			4	5	10	15	1		89	115
8100	TRANSIT SYSTEMS DEVELOPMENT	1,223	77,292			6,440	6,905	9,210	15,115	21,577	1,501	128,830	130,053
8300	BUS FACILITIES ENGINEERING	703		20,383	2,000	7,902			2,467			41,962	42,665
9099	AGM FOR MANAGEMENT	120											120
9136	SAFETY	475	7			1	1	2	2	2	0	13	488
9174	INSURANCE	277											277
9199	RISK MANAGEMENT	83	12			1	1	2	3	0		19	102
9400	CONTRACTS, PROCUREMENT & MAT'L	4,901	175			299	15	470	160	48	3	1,170	6,071
9500	PERSONNEL	2,477	21			13	2	2	5	6	0	49	2,526
9610	GENERAL SERVICES	2,463				530		105	28			663	3,126
9640	PRINTING	1,364			170	598		151	41			960	2,324
9700	MANAGEMENT AND BUDGET	589						12	3			15	604
9800	LABOR RELATIONS	325											325
9810	EMPLOYEE ACTIVITIES	166											166
TOTALS		484,791	82,612	24,252	2,460	52,615	7,380	25,346	22,945	23,061	1,600	242,271	727,062

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

TEN YEAR PERFORMANCE COMPARISON

This section provides information on District performance since Fiscal Year 1977, plus estimates for Fiscal Year 1985 and projections for Fiscal Year 1986. The performance data are presented in a series of figures which address costs, personnel and service. The data used in developing the figures is included in Figure 12.10.

Cost Comparisons

The District's operating costs are shown in relation to ridership and revenue vehicle service hours in Figures 12.1 and 12.2, respectively. Adjusted for inflation, Operating Cost Per Boarding has remained almost level since Fiscal Year 1977, when it was \$0.34. That rate is expected to reach a nine year low of \$0.29 in Fiscal Year 1985. The projected increase in Fiscal Year 1986 is due to the expected drop in boardings. Operating Cost Per Revenue Vehicle Service Hour over the ten years has increased at a 5.6% annual rate when adjusted for inflation. However, the annual rate of increase over the last five years has averaged 2.9%. These expenditures are reflected in improved service quality, including air conditioned and lift-equipped buses, increased maintenance efforts resulting in reduced road calls, and improved security, made possible with the creation of a transit police force. Major cost increases have been incurred for fuel, bus parts, claims for Public Liability and Property Damage and Workers' Compensation insurance, and employee compensation.

As shown in Figure 12.3, the District's operating costs have increased annually, but the rates of increase have decreased in each of the last four years. The sharp increases through Fiscal Year 1981 were the results of increased fuel costs associated with the oil embargo, increases in service hours, and inflationary cost increases.



### OPERATING COST PER BOARDING

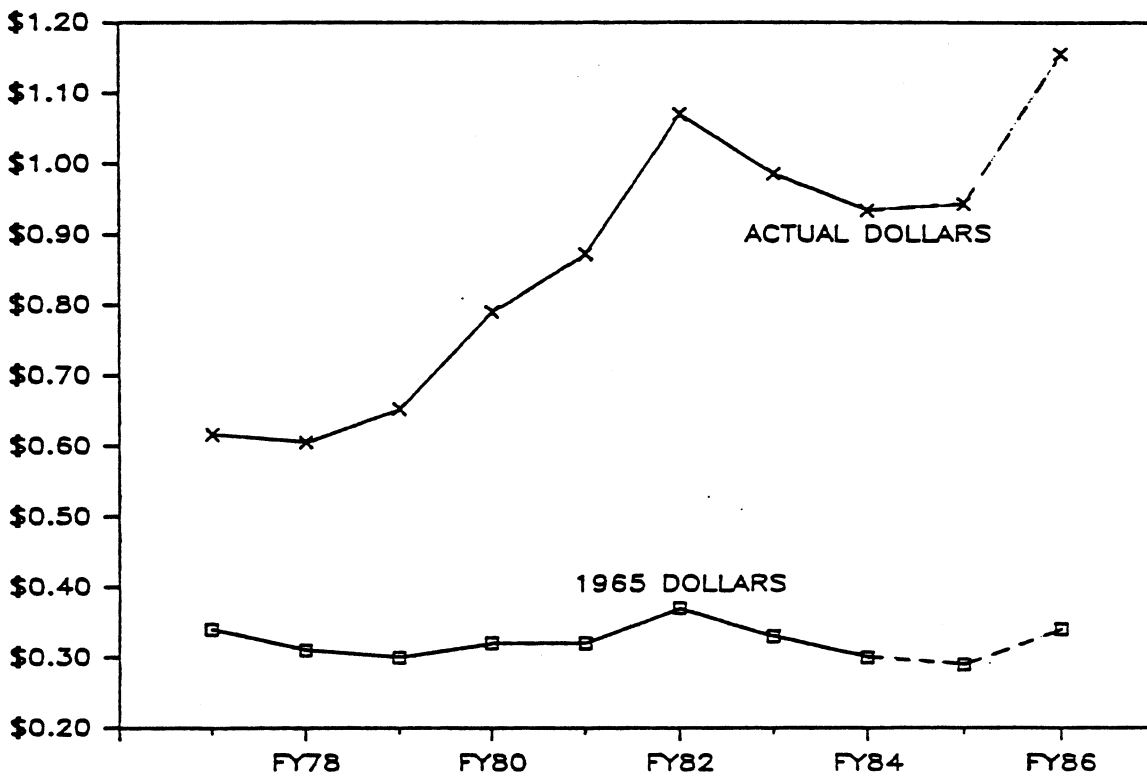
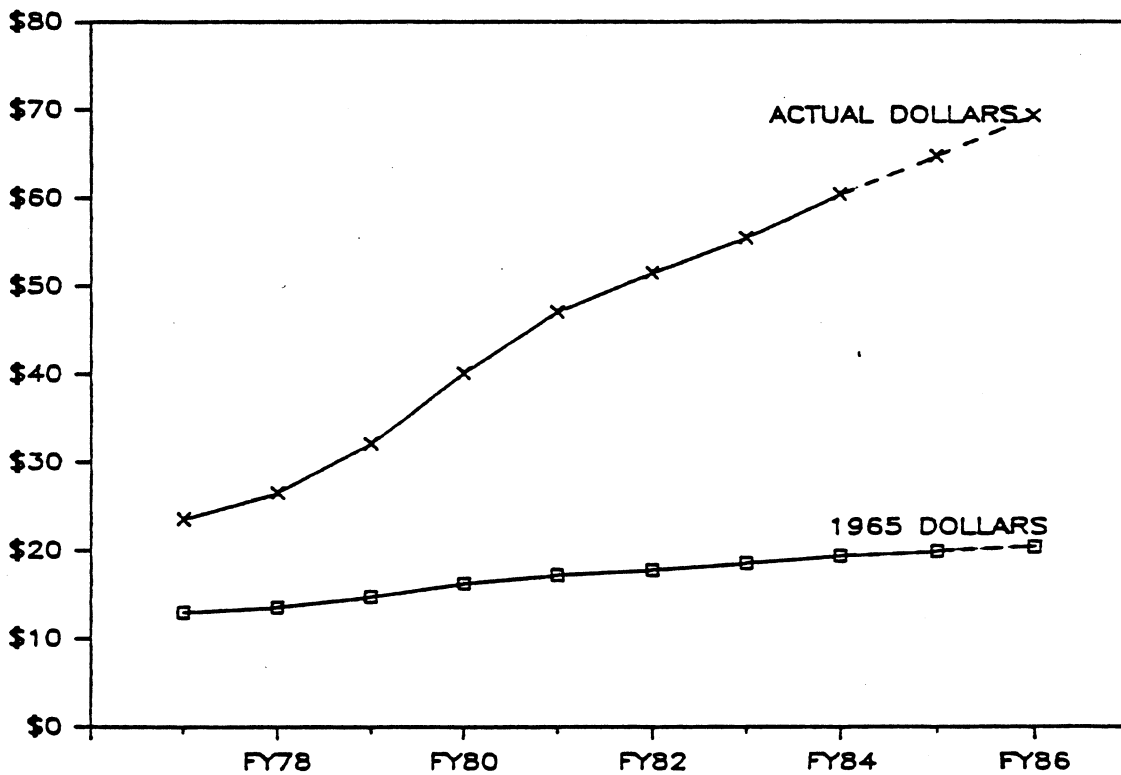


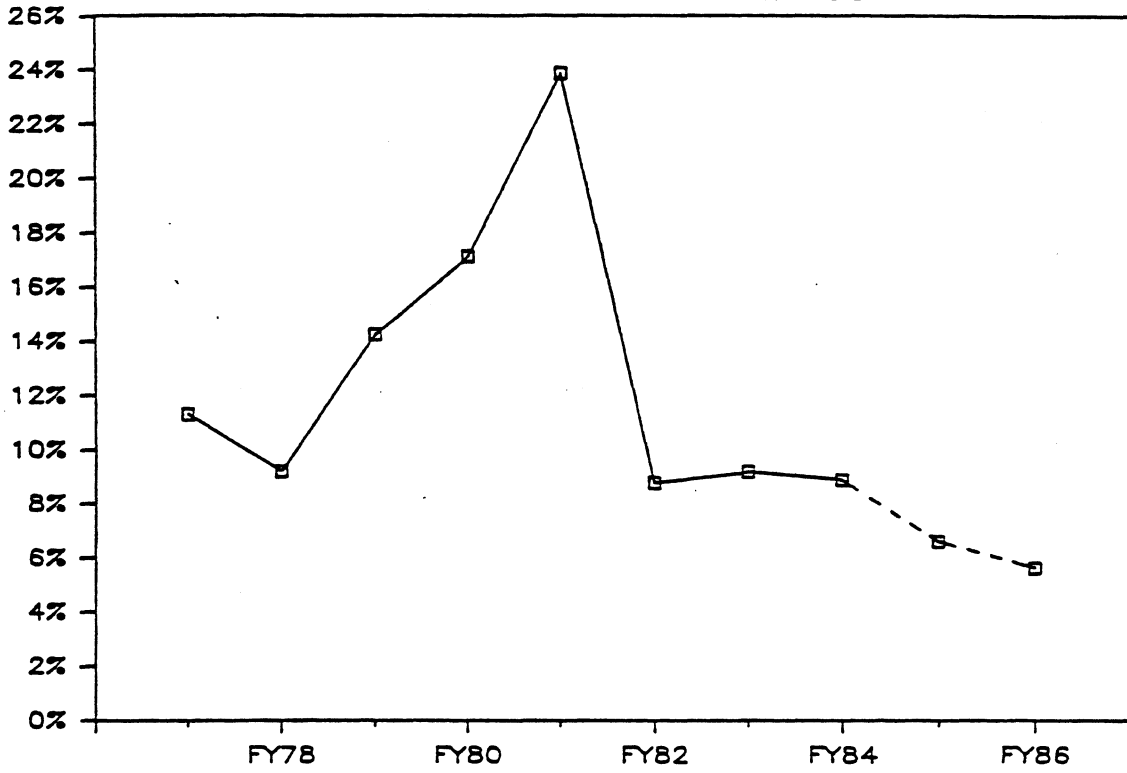
FIGURE 12.2

### OPERATING COST PER REV VEH SER HR



# OPERATING COSTS

YEAR-TO-YEAR RATE OF INCREASE



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

TEN YEAR PERFORMANCE COMPARISON  
(CONTINUED)

Personnel Comparisons

The distribution of employees by labor group is presented in Figure 12.4. This data includes only operating full-time equivalent employees. The number of operating employees increased 25% from Fiscal Year 1977 through Fiscal Year 1985, but is expected to decrease 4.6% in Fiscal Year 1986. Including employees who charge time to capitalized projects, the projected Fiscal Year 1986 decrease in personnel is 5.1%. While Non-Contract and BRAC percentages of total employees have remained fairly constant, the ITU percentage has decreased and the ATU percentage has increased. This reflects a technologically more sophisticated fleet and a shift in resources toward improved maintenance. Contract employees in the Transit Police Department represent 2% of the District's employees.

Generally, Boardings Per Employee have increased 25% over the ten years, as shown in Figure 12.5. The indicator has increased from 40,772 in Fiscal Year 1977 to 50,335 projected for Fiscal Year 1986, with a high of 57,793 estimated for Fiscal Year 1985. The decrease projected for Fiscal Year 1986 reflects a decrease in boardings resulting from the fare increase.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

EMPLOYEE DISTRIBUTION BY LABOR GROUP  
FISCAL YEARS 1977 - 1986  
(FTE's)

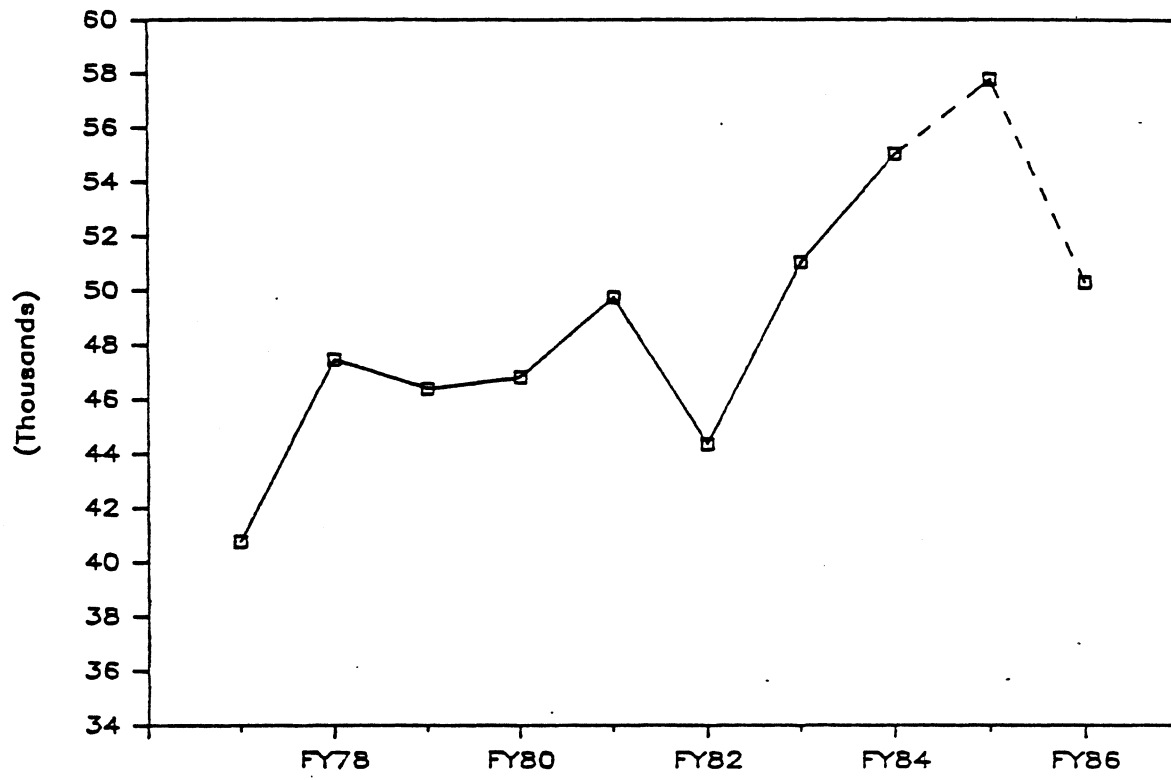
FIGURE 12.4

FY	UTU	ATU	BRAC	N/C	TPOA	TEAMSTERS	TOTAL NO. OF EMPLOYEES
1977	4,622	1,060	448	789	-	-	6,919
1978	4,382	1,078	441	754	-	-	6,655
1979	4,873	1,196	496	864	-	-	7,429
1980	4,600	1,497	529	902	-	-	7,528
1981	4,739	1,589	542	983	123	-	7,976
1982	4,487	1,684	637	1,023	83	36	7,950
1983	4,651	1,720	651	1,014	69	39	8,144
1984	4,834	1,748	692	1,056	72	41	8,443
1985	4,852	1,815	724	1,112	73	41	8,617
1986	4,527	1,752	715	1,119	64	44	8,221

(PERCENT OF TOTAL)

FY	UTU	ATU	BRAC	N/C	TPOA	TEAMSTERS
1977	67	15	7	11	-	-
1978	66	16	7	11	-	-
1979	66	16	7	11	-	-
1980	61	20	7	12	-	-
1981	59	20	7	12	2	-
1982	56	21	8	13	1	1
1983	57	21	8	12	1	1
1984	57	21	8	12	1	1
1985	56	21	8	13	1	1
1986	55	21	9	13	1	1

# BOARDINGS PER EMPLOYEE



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

TEN YEAR PERFORMANCE COMPARISON  
(CONTINUED)

Service Comparisons

Two service indicators which reflect the effectiveness and efficiency of District operations are the relationships between boardings and revenue vehicle service hours and between employees and revenue vehicle service hours. Figure 12.6 shows that boardings have increased at a much faster rate than service hours. Boardings increased over 75% from Fiscal Year 1977 through Fiscal Year 1985, while service levels have remained relatively constant, increasing 8% during the same period. Because boardings have increased more rapidly than service hours, Boardings Per Revenue Vehicle Service Hour have increased from 43 in Fiscal Year 1977 to an estimated high of 69 in Fiscal Year 1985, as shown in Figure 12.7. The reduction to 59 projected for Fiscal Year 1986 reflects the expected drop in boardings and is a reasonable goal in light of the severe overcrowding currently experienced on District service.

The quality of the District's service is reflected in indicators such as Hub Miles Between Road Calls and the proportions of the bus fleet that are air conditioned and accessible to disabled patrons. These measures of service quality are illustrated in Figures 12.8 and 12.9.

Hub Miles Between Road Calls reflect both service reliability and maintenance efficiency. The sharp increase in this indicator since Fiscal Year 1982 can be attributed to the District's efforts to improve and maintain a reliable bus fleet, through purchases of new buses and increased maintenance efforts. Hub Miles Between Road Calls have increased relatively consistently since Fiscal Year 1982, and in recent years have approached the Fiscal Year 1986 goal of 3,000.

The percentages of the District's active fleet of buses that are air conditioned and accessible have increased dramatically since Fiscal Year 1977. In that year the District acquired its first accessible buses and less than 20% of the fleet was air conditioned. With the retirements of old buses expected in Fiscal Year 1986, the air conditioned buses should comprise almost 90% of the fleet and accessible buses almost 80%. While this has improved the quality of service provided to the District's passengers, it has also meant substantial increases in District costs to maintain the equipment.

# REV VEH SER HOURS AND BOARDINGS

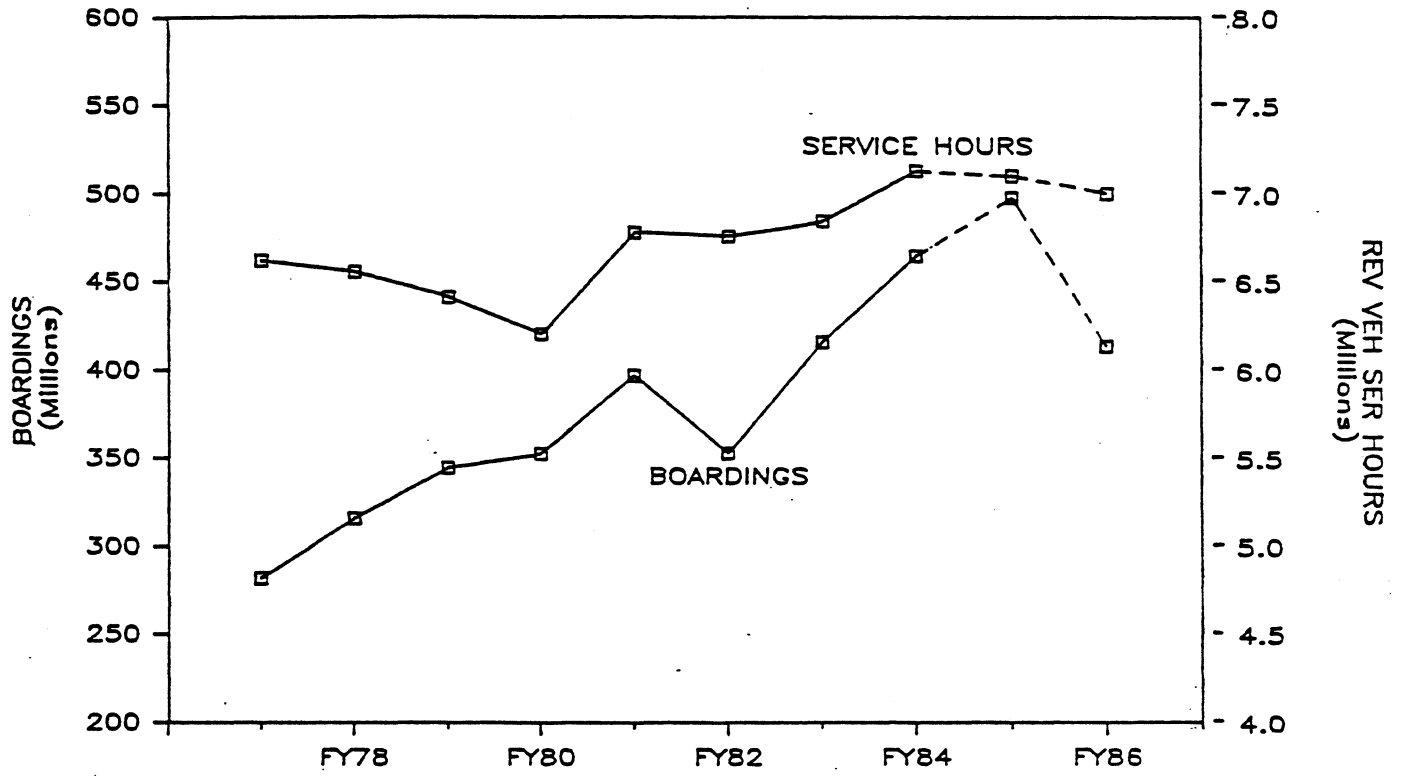
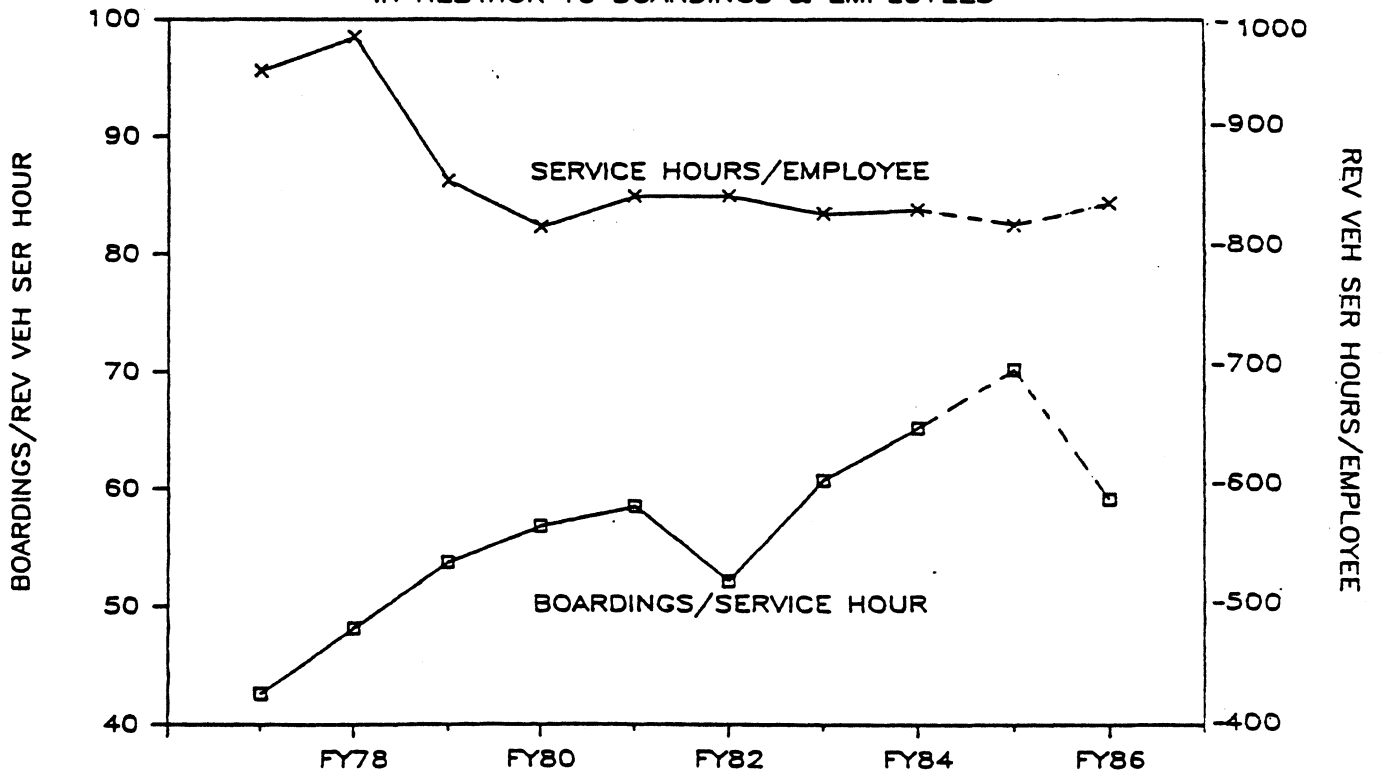


FIGURE 12.7

# SERVICE HOURS

IN RELATION TO BOARDINGS & EMPLOYEES



### HUB MILES BETWEEN ROAD CALLS

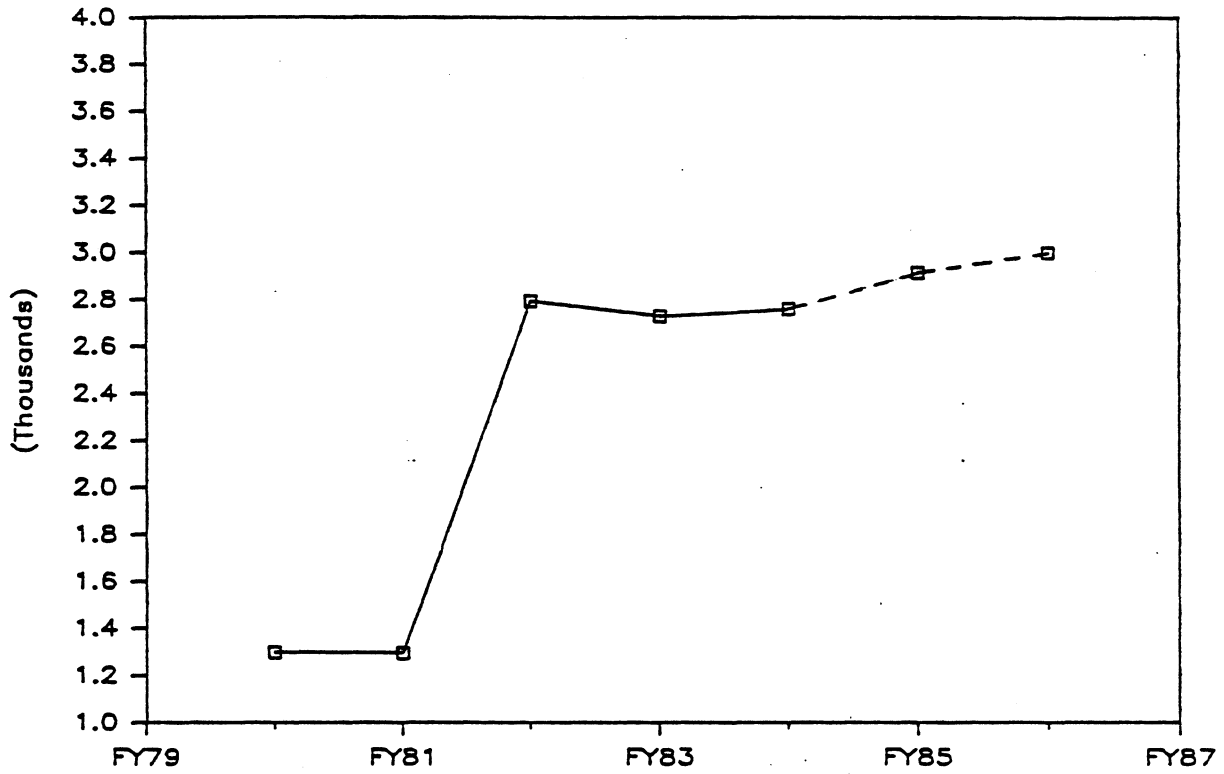
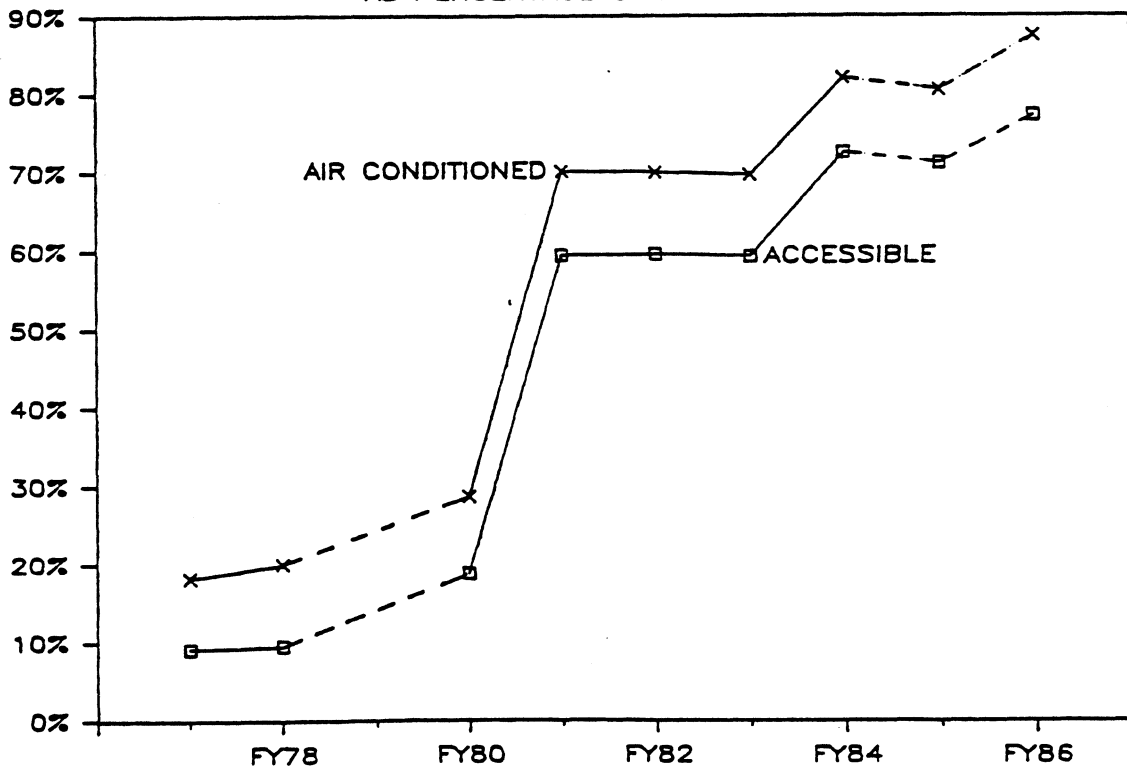


FIGURE 12.9

### ACCESSIBLE & AIR CONDITIONED BUSES AS PERCENTAGE OF ACTIVE FLEET





SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

TEN YEAR PERFORMANCE COMPARISON  
(CONTINUED)

Data Elements

The data used to produce Figures 12.1 - 12.9 are provided for reference in Figure 12.10 on the following page.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
Fiscal Year 1986 Budget

Operating Performance Indicators  
Statistical Summary  
Figure 12.10

Performance Indicator	FY 77	FY 78	FY 79	FY 80	FY 81	FY 82	FY 83	FY 84	FY 85	FY 86
Operating Cost/Boarding (Actual Dollars)	\$0.62	\$0.61	\$0.65	\$0.79	\$0.87	\$1.07	\$0.98	\$0.93	\$0.94	\$1.15
Operating Cost/Boarding (1965 Dollars)	\$0.34	\$0.31	\$0.30	\$0.32	\$0.32	\$0.37	\$0.33	\$0.30	\$0.29	\$0.34
Operating Cost/RVSH (Actual Dollars)	\$23.65	\$26.57	\$32.13	\$40.11	\$47.07	\$51.49	\$55.47	\$60.42	\$64.66	\$69.26
Operating Cost/RVSH (1965 Dollars)	\$13.03	\$13.60	\$14.78	\$16.25	\$17.28	\$17.81	\$18.59	\$19.42	\$19.89	\$20.39
Total Operating Costs Year-to-Year Rate of Increase	11%	9%	14%	17%	24%	9%	9%	9%	7%	6%
Total Boardings (000)	282,100	315,900	344,700	352,600	397,000	352,700	415,900	464,800	498,000	413,800
Boardings Per Employee	40,772	47,468	46,399	46,838	49,774	44,365	51,068	55,052	57,793	50,335
Revenue Vehicle Service Hour (000)	6,615	6,653	6,408	6,200	6,777	6,755	6,843	7,127	7,172	7,000
Revenue Vehicle Service Hours/Employee	956	985	863	824	850	850	840	844	832	852
Boardings/Revenue Vehicle Service Hour	43	48	54	57	59	52	61	65	69	59
Hub Miles Between Road Calls				1,299	1,295	2,794	2,730	2,762	2,914	3,000
Air-Conditioned Buses as a Percentage of Active Fleet	18%	20%	*	29%	70%	70%	70%	82%	81%	88%
Accessible Buses as a Percentage of Active Fleet	9%	10%	*	19%	59%	60%	60%	73%	73%	77%

\*Data Is Not Available

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DEPARTMENTAL BUDGETS

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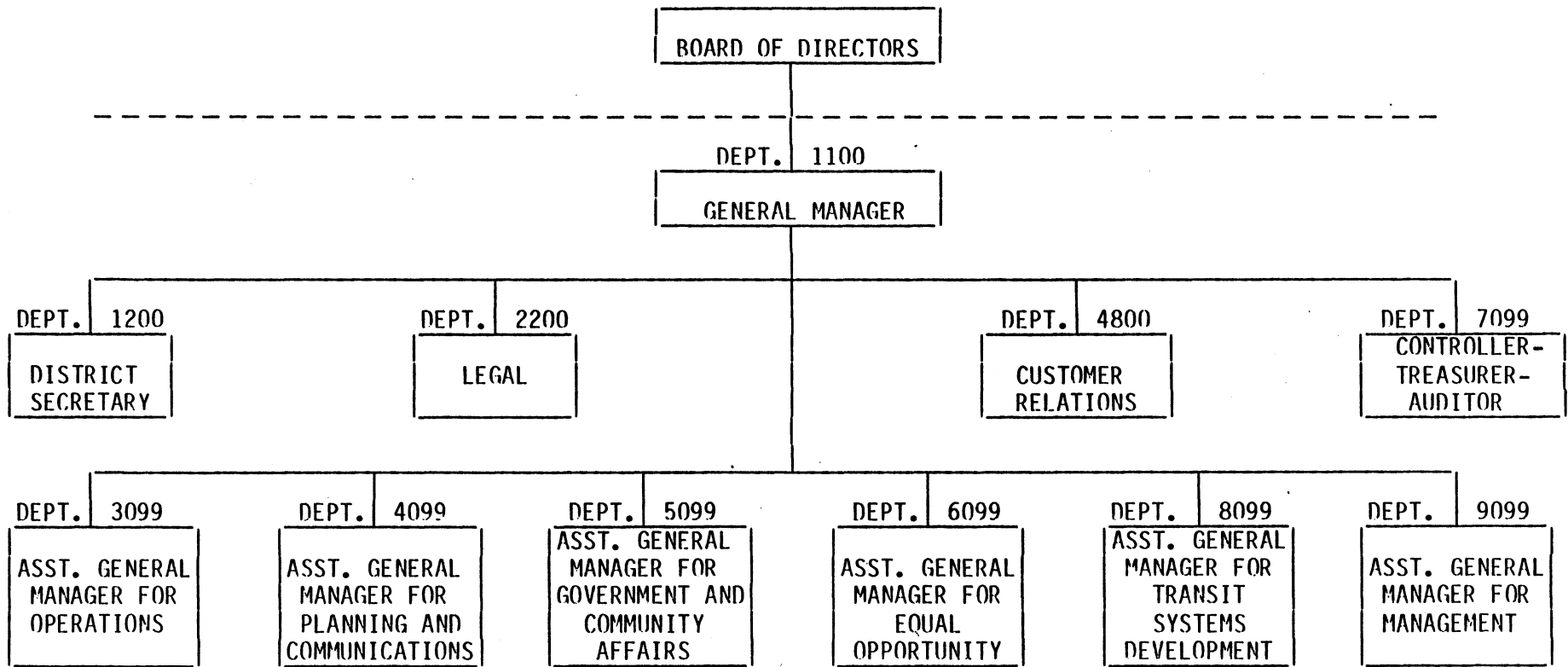
Part 5.0 of this Budget outlines the activities of the various departments. Each department is introduced in a summary page or two which describes the department, highlights changes which will result from the adoption of the Budget, and lists selected key objectives and their relationship to the District-wide objectives. At the top of each summary page is a table summarizing expenditures and personnel for Fiscal Year 1986 and the percent change they represent from the Fiscal Year 1985 Budget.

The next page subdivides each department by function to enhance the understanding of the department's organizational structure. By viewing the functional costs it is possible to more clearly associate the services provided by the District with their costs.

The last page for each department provides a three year comparison of expenditures by major expense categories.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

DISTRICT ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

DISTRICT: NO. 0999 - 9810

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	428,628	459,000	449,725	484,791	8%
CAPITAL (\$000)	NA	NA	404,878	242,271	-40%
TOTAL EXPENDITURES (\$000)	NA	NA	854,603	727,062	-15%
PERSONNEL (FTE'S)	8,593.25	8,699.75	8,904.00	8,452.50	-5%

The Southern California Rapid Transit District is a public agency created in 1964 by the California legislature with a mandate to: (1) operate and improve the existing bus system, and (2) design, construct and operate a rail transit system to meet the transportation needs of Los Angeles area residents. It is anticipated that the District will operate a fleet of nearly 2,500 buses over a service area of 2,280 square miles, and carry more than 1,500,000 passengers each weekday. Metro Rail development is underway and other rail projects are under construction in conjunction with local government agencies.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The proposed operating budget for Fiscal Year 1986 totals \$484,791,000 which is a 5.6% increase over Fiscal Year 1985 Estimated expenditures. The District will provide 7,000,000 hours of bus service during Fiscal Year 1986, a decrease of 2.4% under the Fiscal Year 1985 estimated number of service hours (7,170,000).

The service cutbacks are necessary to accommodate the loss of Proposition A funds occasioned by the end of the Fare Reduction Program. The 7,000,000 service hours represent the maximum service the District can deliver with the projected revenues based on the 85 cent fare adopted by the Board of Directors, and will require a 5% reduction in personnel. The proposed Capital budget includes funds for construction of the 4.4 mile Minimum Operable Segment (MOS-1) of the Metro Rail Project, in addition to bus procurements and facilities. This represents a substantial decrease from the Fiscal Year 1985 Capital budget which included funds for the full initial 18-mile Metro Rail line.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

DISTRICT: NO. 0999 - 9810

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
NON-DEPARTMENTAL	8.00	0.00	8.00	1,214	182,043	(4,862)	178,395
POLICY	16.00	0.00	16.00	631	513	0	1,144
LEGAL	9.50	0.00	9.50	454	350	(89)	715
OPERATIONS	679.00	6,546.00	7,225.00	237,771	32,358	(2,298)	267,831
PLANNING AND COMMUNICATIONS	94.00	48.00	142.00	4,782	1,950	(276)	6,456
CUSTOMER RELATIONS	27.00	105.00	132.00	3,327	78	0	3,405
GOVERNMENT AND COMMUNITY AFFAIRS	26.00	0.00	26.00	966	232	(383)	815
EQUAL OPPORTUNITY	56.00	0.50	56.50	1,785	429	(251)	1,963
CONTROLLER-TREASURER-AUDITOR	126.00	119.00	245.00	7,225	2,140	(490)	8,875
TRANSIT SYSTEMS DEVELOPMENT	176.50	5.00	181.50	7,480	509	(6,037)	1,952
MANAGEMENT	136.00	275.00	411.00	11,052	2,520	(332)	13,240
TOTALS	1,354.00	7,098.50	8,452.50	276,687	223,122	(15,018)	484,791

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

DISTRICT: NO. 0999-9810

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$43,292	\$48,574	\$51,558	\$52,838
CONTRACT WAGES	207,988	220,573	214,424	223,849
TRAINING & OTHER FRINGE BENEFITS	71,025	81,044	79,919	91,195
SERVICES	10,695	12,109	12,954	13,304
MATERIALS & SUPPLIES	62,730	58,126	61,287	60,060
UTILITIES	3,168	4,647	3,264	4,772
TRAVEL & OTHER MISCELLANEOUS	1,276	1,401	1,306	1,261
ALL OTHER EXPENSES	41,837	46,516	40,268	52,530
LABOR SUBTOTALS	251,280	269,147	265,982	276,687
NON-LABOR SUBTOTALS	190,731	203,843	198,998	223,122
LESS EXPENSE TRANSFERS	(13,383)	(13,990)	(15,255)	(15,018)
OPERATING TOTALS	428,628	459,000	449,725	484,791
CAPITAL TOTALS	NA	NA	404,878	242,271
DEPARTMENTAL TOTALS	NA	NA	\$854,603	\$727,062

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

NON-DEPARTMENTAL: NO. 0999

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	139,019	154,581	148,989	178,395	20%
CAPITAL (\$000)	NA	NA	8,276	11,462	38%
TOTAL EXPENDITURES (\$000)	NA	NA	157,265	189,857	21%
PERSONNEL (FTE'S)	0.00	8.00	8.00	8.00	0%

The Non-Departmental budget provides funding for various indirect costs and some expenses which are not clearly tied to any particular department. In this way, individual departmental budgets are not distorted. Fringe benefits, building leases and rentals, all utilities, fuel, and insurance premiums are among the items included in the Non-Departmental budget.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The Non-Departmental Operating Budget increased by approximately \$29,400,000 over the Fiscal Year 1985 Budgeted amount. Of this increase \$20,225,000 represents increases in payments for Workers' Compensation, and Public Liability and Property Damage claims for which the District is self-insured. Both the number and the cost of these claims have grown in recent years. Social Security (\$432,000), medical (\$1,634,000) and Unemployment Insurance (\$816,000) benefits also contribute to this large increase. Funds are also included for maintenance and repair of office equipment, previously expensed in each department, which will be expensed in Non-Departmental during Fiscal Year 1986. This accounts for another \$3,367,000. Individual departmental budgets have been adjusted to reflect this change. Increases in utilities (\$1,508,000) and interest expenses (\$1,193,000) are the other major expense categories responsible for the increase. Capital funds are included for indirect costs charged to capital projects and for office furniture, office automation, and office renovation/relocation.



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

NON-DEPARTMENTAL: NO. 0999

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
NON-DEPARTMENTAL	8.00	0.00	8.00	1,214	182,043	(4,862)	178,395
<b>TOTALS</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>1,214</b>	<b>182,043</b>	<b>(4,862)</b>	<b>178,395</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

NON-DEPARTMENTAL: NO. 0999

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$134	\$186	\$234	\$322
CONTRACT WAGES	839	(145)	932	892
TRAINING & OTHER FRINGE BENEFITS	69,921	79,565	77,557	89,022
SERVICES	2,004	4,943	4,980	7,896
MATERIALS & SUPPLIES	26,695	24,898	27,541	27,940
TRAVEL & OTHER MISCELLANEOUS	0	25	0	50
ALL OTHER EXPENSES	44,466	50,647	43,312	57,135
LABOR SUBTOTALS	973	41	1,166	1,214
NON-LABOR SUBTOTALS	143,086	160,078	153,390	182,043
LESS EXPENSE TRANSFERS	(5,040)	(5,538)	(5,567)	(4,862)
OPERATING TOTALS	139,019	154,581	148,989	178,395
CAPITAL TOTALS	NA	NA	8,276	11,462
DEPARTMENTAL TOTALS	NA	NA	\$157,265	\$189,857

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

BOARD OF DIRECTORS: NO. 1000

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	186	150	153	145	-5%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	153	145	-5%
PERSONNEL (FTE'S)	0.00	0.00	0.00	0.00	0%

The Board of Directors is the policy-making body of the District and also serves an important function in its legislative contacts.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Funds are reduced in various line items.

KEY DEPARTMENTAL OBJECTIVES

- o To assure that the transportation needs of the District service area are adequately and equitably met (1.1).
- o To see that the District is managed in a cost-effective manner (3.0).
- o To establish policies that will minimize the impact of the post-Proposition A funding reduction on ridership and service levels during Fiscal Year 1986 (1.4).
- o To establish policies that will permit the development of long-term strategies for financing bus and rail systems under Proposition A requirements (4.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

BOARD OF DIRECTORS: NO. 1000

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
POLICY AND CONTRACTING AUTHORITY	0.00	0.00	0.00	0	145	0	145
TOTALS	0.00	0.00	0.00	0	145	0	145

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

BOARD OF DIRECTORS NO. 1000

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$0	\$0	\$0	\$0
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	0	0
SERVICES	43	63	76	73
MATERIALS & SUPPLIES	15	(1)	5	5
TRAVEL & OTHER MISCELLANEOUS	103	88	72	67
ALL OTHER EXPENSES	25	0	0	0
LABOR SUBTOTALS	0	0	0	0
NON-LABOR SUBTOTALS	186	150	153	145
LESS EXPENSE TRANSFERS	0	0	0	0
OPERATING TOTALS	186	150	153	145
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$153	\$145

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

GENERAL MANAGER: NO. 1100

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	595	702	634	610	-4%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	634	610	-4%
PERSONNEL (FTE'S)	6.00	6.00	8.00	7.00	-13%

The General Manager is responsible for ensuring that District policies, as established by the Board of Directors, are accomplished in an effective and efficient manner. The General Manager is the chief executive officer of the District. As such, he serves as the contracting officer for all grants and contracts and is responsible for the operation and capital development programs of the District.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position is reduced.

KEY DEPARTMENTAL OBJECTIVES

- o To present for Board consideration alternative policy options on all major issues facing the District (4.0).
- o To implement existing and new Board policies in a cost-effective manner (3.0).
- o To ensure that District performance and operations standards are met or exceeded for on-street transit service in Fiscal Year 1986 (1.0).
- o To achieve all capital development program objectives established for the District in Fiscal Year 1986 (2.1, 2.2, 2.3, 2.4).
- o To manage and measure the performance of the District's business affairs, transit development programs, and transit operations in accordance with the goals and objectives contained in the Budget for Fiscal Year 1986 (1.0, 2.0, 3.0, 4.0).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

GENERAL MANAGER: NO. 1100

FUNCTIONS(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	7.00	0.00	7.00	357	253	0	610
TOTALS	7.00	0.00	7.00	357	253	0	610

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

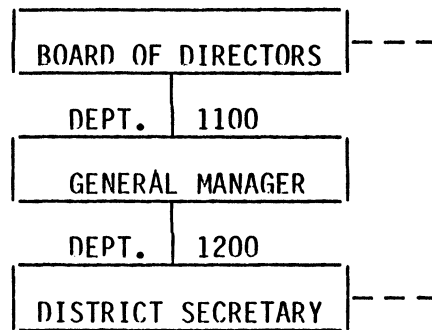
GENERAL MANAGER: NO. 1100

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$296	\$312	\$406	\$357
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	3	0
SERVICES	216	323	165	211
MATERIALS & SUPPLIES	3	3	5	1
TRAVEL & OTHER MISCELLANEOUS	77	64	55	41
ALL OTHER EXPENSES	3	0	0	0
LABOR SUBTOTALS	296	312	406	357
NON-LABOR SUBTOTALS	299	390	228	253
LESS EXPENSE TRANSFERS	0	0	0	0
OPERATING TOTALS	595	702	634	610
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$634	\$610



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

OFFICE OF THE DISTRICT SECRETARY ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

DISTRICT SECRETARY: NO. 1200

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	274	376	365	389	7%
CAPITAL (\$000)	NA	NA	20	6	-70%
TOTAL EXPENDITURES (\$000)	NA	NA	385	395	3%
PERSONNEL (FTE'S)	7.00	8.00	9.00	9.00	0%

The Office of the District Secretary issues notices and agendas for Board and Committee Meetings, prepares minutes, keeps all official records of these meetings, and provides support services to the members of the Board of Directors. This Department accepts and processes legal documents on behalf of the District and its employees in accordance with State laws. In addition, this Department has a micrographics section that is working toward a central control point for records retention management.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To assure that notices of Board Meetings are issued at least 24 hours in advance and that all Board Meetings are held in accordance with applicable laws.
- o To assure that Public Hearings are held in accordance with State and Federal laws.
- o To complete the Micrographic Study by October 1985.
- o To maintain the District's Rules and Regulations assuring that changes are made within two weeks of Board action.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

DISTRICT SECRETARY: NO. 1200

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	5.00	0.00	5.00	171	58	0	229
LEGAL	1.50	0.00	1.50	40	1	0	41
MICROGRAPHICS	2.50	0.00	2.50	63	56	0	119
TOTALS	9.00	0.00	9.00	274	115	0	389

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

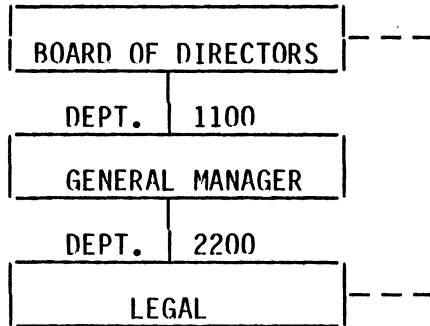
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

DISTRICT SECRETARY: NO. 1200

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$227	\$247	\$259	\$274
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	3	2	2
SERVICES	13	9	57	55
MATERIALS & SUPPLIES	5	6	9	9
TRAVEL & OTHER MISCELLANEOUS	29	114	38	49
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	227	247	259	274
NON-LABOR SUBTOTALS	47	132	106	115
LESS EXPENSE TRANSFERS	0	(3)	0	0
OPERATING TOTALS	274	376	365	389
CAPITAL TOTALS	NA	NA	20	6
DEPARTMENTAL TOTALS	NA	NA	\$385	\$395

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

LEGAL DEPARTMENT ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

LEGAL: NO. 2200

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	820	665	734	715	-3%
CAPITAL (\$000)	NA	NA	1,451	1,869	29%
TOTAL EXPENDITURES (\$000)	NA	NA	2,185	2,584	18%
PERSONNEL (FTE'S)	9.50	9.50	10.50	9.50	-10%

The Legal Department interprets and applies the District Law, as well as City, State and Federal laws and regulations, pertaining to the policies and responsibilities of the Board of Directors, the General Manager, and District staff. As a service department, the Legal Department assists other departments with legal considerations.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position is reduced. Capital funds are included for CMF condemnation, Metro Rail-related support and consultant fees for Benefit Assessment Appeals Hearing Officers.

KEY DEPARTMENTAL OBJECTIVES

- o To respond correctly and concisely to all legal questions raised by the Board of Directors and staff.
- o To keep current on new laws and current decisions which impact the District's policies, procedures or operations.
- o To assure that bid procedures and language are legally sound to preclude protests.
- o To participate in the land acquisition and relocation activities as required, and review specifications and general provisions of Metro Rail construction/procurement contracts (2.1).
- o To ensure that clear and enforceable design, engineering and construction contracts, bid specifications and requests for proposals are drafted, and deal with changes and disputes as they arise.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

LEGAL: NO. 2200

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	114	82	0	196
CONTRACTS/PROCUREMENT	2.25	0.00	2.25	99	5	0	104
METRO RAIL	1.25	0.00	1.25	62	0	(62)	0
FACILITIES/CONSTRUCTION	1.50	0.00	1.50	57	106	(27)	136
LABOR/PERSONNEL	2.50	0.00	2.50	122	157	0	279
<b>TOTALS</b>	<b>9.50</b>	<b>0.00</b>	<b>9.50</b>	<b>454</b>	<b>350</b>	<b>(89)</b>	<b>715</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

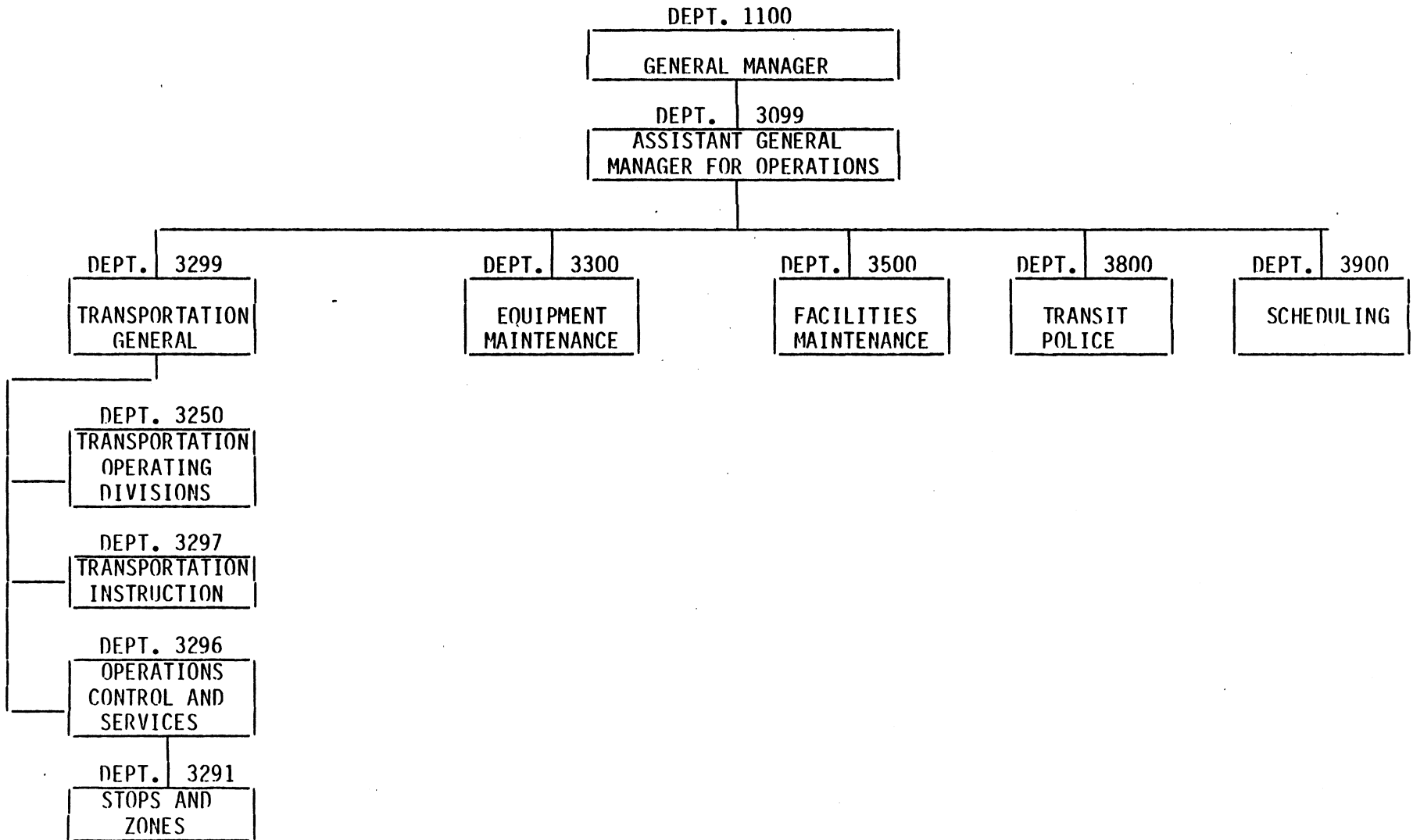
LEGAL: NO. 2200

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$428	\$442	\$472	\$454
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	1	0	4	4
SERVICES	370	247	379	330
MATERIALS & SUPPLIES	5	4	8	5
TRAVEL & OTHER MISCELLANEOUS	12	12	12	11
ALL OTHER EXPENSES	5	0	0	0
LABOR SUBTOTALS	428	442	472	454
NON-LABOR SUBTOTALS	393	263	403	350
LESS EXPENSE TRANSFERS	(1)	(40)	(141)	(89)
OPERATING TOTALS	820	665	734	715
CAPITAL TOTALS	NA	NA	1,451	1,869
DEPARTMENTAL TOTALS	NA	NA	\$2,185	\$2,584



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

ASSISTANT GENERAL MANAGER FOR OPERATIONS ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR OPERATIONS: NO. 3099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	258	326	276	333	21%
CAPITAL (\$000)	NA	NA	29,582	30,852	4%
TOTAL EXPENDITURES (\$000)	NA	NA	29,858	31,185	4%
PERSONNEL (FTE'S)	6.00	7.00	7.00	8.00	14%

The Office of the Assistant General Manager for Operations coordinates the activities of the operating departments including Transportation: No. 3200, Equipment Maintenance: No. 3300, Facilities Maintenance: No. 3500, Transit Police: No. 3800, and Scheduling: No. 3900 with each other and with outside agencies. It provides managerial, analytical, and research support to the Assistant General Manager for Operations. It will play a leading role in implementing the Accessible Service Program and future rail operations.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position is added to allow for Operations input to Metro Rail and light rail development activities and to begin operations planning for these projects. One Administrative Analyst position is reduced and one Operations Staff Superintendent position is added to upgrade the level of management control in Bus Operations. Capital funds are included for 150 buses, office furniture, and Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To provide guidance and direction to Operations departments to insure that District-Wide Objectives are met.
- o To develop and maintain an Operations Department work plan for managing major projects by October 1985.
- o To identify and address at least one issue each quarter, which will improve service, enhance productivity or bring about operating efficiencies (1.1, 1.2, 1.3).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR OPERATIONS: NO. 3099

KEY DEPARTMENTAL OBJECTIVES

- o To develop a rail operations transition plan, labor requirements and operating procedures for future rail projects.
- o To assist Operations departments in solving major accessible service problems through a variety of means including the coordination of Divisional accessible service task forces, planning an accessible transit equipment symposium, monitoring program accomplishments and assisting in responding to passenger inquiries and complaints.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ASSISTANT GENERAL MANAGER FOR OPERATIONS: NO. 3099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION AND COORDINATION	5.50	0.00	5.50	254	11	0	265
OPERATIONS ANALYSIS	0.50	0.00	0.50	17	2	0	19
ACCESSIBLE SERVICE	1.00	0.00	1.00	34	2	0	36
RAIL OPERATIONS	1.00	0.00	1.00	47	1	(35)	13
TOTALS	8.00	0.00	8.00	352	16	(35)	333

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ASSISTANT GENERAL MANAGER FOR OPERATIONS: NO. 3099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$246	\$314	\$253	\$352
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	3	3	2
SERVICES	0	0	3	0
MATERIALS & SUPPLIES	5	2	6	7
TRAVEL & OTHER MISCELLANEOUS	10	16	11	7
ALL OTHER EXPENSES	1	0	0	0
LABOR SUBTOTALS	246	314	253	352
NON-LABOR SUBTOTALS	16	21	23	16
LESS EXPENSE TRANSFERS	(4)	(9)	0	(35)
OPERATING TOTALS	258	326	276	333
CAPITAL TOTALS	NA	NA	29,582	30,852
DEPARTMENTAL TOTALS	NA	NA	\$29,858	\$31,185

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION: NO. 3200

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	144,942	157,341	151,066	159,096	5 %
CAPITAL (\$000)	NA	NA	289	627	117%
TOTAL EXPENDITURES (\$000)	NA	NA	151,355	159,723	6%
PERSONNEL (FTE'S)	5,198.00	5,165.00	5,238.00	4,898.00	-6%

The Transportation Department directly operates the District's bus service. This budget represents a summary of its five administrative units: Transportation Operating Divisions, Stops and Zones, Operations Control and Services, Transportation Instruction, and Transportation General. In addition, an individual budget for each of the units is included in the pages following.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

As a result of service reductions, the closure of Division 2, the automation of Bus Operator payroll and anticipated operating efficiencies, personnel is reduced by 332 positions. In addition, four temporary Non-Contract positions representing two FTE's are reduced in Stops and Zones. Thirteen positions are transferred to the Scheduling Department: No. 3900. Nine positions are reclassified to improve management control in the field. Twelve Extra Transit Operations Supervisor (Instruction) positions representing six FTE's are added since Bus Operator hiring, which was suspended following the Olympics, has been resumed. One position is added to meet the District's labor relations obligations under the new UTU contract. Finally, a number of positions are transferred among the administrative units in a reorganization designed to consolidate each Division Manager's authority and accountability for all activities and personnel at the Division. Capital funds are included for computer equipment, communications equipment, video equipment, one automobile and training vans.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION: NO. 3200

KEY DEPARTMENTAL OBJECTIVES

- o To provide bus service to the public as scheduled in a safe, courteous and efficient manner (1.1, 1.2, 1.3, 1.5).
- o To support bus operations with a network of radio communications and field supervision.
- o To maintain bus stops and zones in proper condition with line-specific signage at each location.
- o To monitor the department's activities and expenditures to assure progress in meeting District-wide objectives and budgetary compliance.
- o To provide Bus Operators with the training they need to provide punctual, safe and courteous service to all riders, including the elderly and disabled.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

TRANSPORTATION: NO. 3200

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
OPERATING DIVISIONS	201.00	4,470.00	4,671.00	148,193	896	0	149,089
STOPS AND ZONES	7.00	15.00	22.00	738	113	0	851
OPERATIONS CONTROL & SERVICES	153.00	10.00	163.00	6,443	51	0	6,494
INSTRUCTION	26.00	1.00	27.00	1,328	48	0	1,376
ADMINISTRATION	12.00	3.00	15.00	575	711	0	1,286
TOTALS	399.00	4,499.00	4,898.00	157,277	1,819	0	159,096



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

TRANSPORTATION: NO. 3200

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$14,415	\$15,810	\$15,141	\$16,069
CONTRACT WAGES	130,464	141,299	133,940	141,209
TRAINING & OTHER FRINGE BENEFITS	763	275	871	831
SERVICES	61	126	87	19
MATERIALS & SUPPLIES	1,221	833	820	765
TRAVEL & OTHER MISCELLANEOUS	80	94	207	204
ALL OTHER EXPENSES	228	5	0	0
LABOR SUBTOTALS	144,879	157,109	149,081	157,277
NON-LABOR SUBTOTALS	2,353	1,333	1,985	1,819
LESS EXPENSE TRANSFERS	(2,290)	(1,101)	0	0
OPERATING TOTALS	144,942	157,341	151,066	159,096
CAPITAL TOTALS	NA	NA	289	627
DEPARTMENTAL TOTALS	NA	NA	\$151,355	\$159,723

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION OPERATING DIVISIONS: NO. 3250

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	132,658	144,846	138,492	149,089	8%
CAPITAL (\$000)	NA	NA	76	395	420%
TOTAL EXPENDITURES (\$000)	NA	NA	138,568	149,484	8%
PERSONNEL (FTE'S)	4,898.00	4,858.00	4,922.00	4,671.00	-5%

The Transportation Operating Divisions operate the District's seven million hours of revenue service with over 4,400 Bus Operators. Each of these geographically dispersed Divisions is an administratively self-contained and functionally independent unit with its own managerial, clerical, and operational employees. The Divisions strive to maximize on-time pull-outs and schedule adherence while minimizing accidents, industrial injuries, passenger complaints, and operating costs.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

A total of 300 Bus Operator FTE's are reduced, including 195 for the planned service reduction and 105 as a result of operating efficiencies. An additional fifteen Non-Contract FTE's are reduced, including nine as a result of the closure of Division 2. As part of the Transportation Department reorganization, five positions are transferred from Transportation General: No. 3299 and 59 from Transportation Instruction: No. 3297. This will result in consolidating each Division Manager's authority and accountability for all personnel and activities at each Division. Capital funds are included for computer hardware.

KEY DEPARTMENTAL OBJECTIVES

- o To maintain the District's service schedule by insuring that the Transportation Department is responsible for canceling or delaying no more than 1/2 of 1% of scheduled pull-outs (1.2.1).
- o To increase by 10% the proportion of service passing designated time points within the on-time standard, i.e., between 30 seconds early and 5 minutes late (1.1.3).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION OPERATING DIVISIONS: NO. 3250

KEY DEPARTMENTAL OBJECTIVES

- o To provide safe operations by achieving an accident rate of no more than 4.5 traffic accidents per 100,000 miles driven (3.3).
- o To maintain a systemwide absenteeism rate of no more than 7% in any month (3.8.3).
- o To control costs by minimizing OCB/VCB's (3.8).
- o To implement the Transportation Management Development Program by the timely initiation of lateral transfers in July 1985 and by enrolling designated personnel in the Transportation Operations Certificate Program in September 1985.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

TRANSPORTATION OPERATING DIVISIONS: NO. 3250

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
BUS OPERATIONS	0.00	4,445.00	4,445.00	139,552	773	0	140,325
DISPATCH	116.00	0.00	116.00	4,479	0	0	4,479
ADMINISTRATION	37.00	13.00	50.00	1,964	107	0	2,071
INSTRUCTION	48.00	12.00	60.00	2,198	16	0	2,214
TOTALS	201.00	4,470.00	4,671.00	148,193	896	0	149,089

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

TRANSPORTATION OPERATING DIVISIONS: NO. 3250

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$4,895	\$5,937	\$5,646	\$8,131
CONTRACT WAGES	128,354	139,216	131,933	140,062
TRAINING & OTHER FRINGE BENEFITS	726	205	802	784
SERVICES	2	2	1	1
MATERIALS & SUPPLIES	89	93	92	97
TRAVEL & OTHER MISCELLANEOUS	16	11	18	14
ALL OTHER EXPENSES	59	3	0	0
LABOR SUBTOTALS	123,023	133,249	145,153	148,193
NON-LABOR SUBTOTALS	892	314	913	896
LESS EXPENSE TRANSFERS	(1,483)	(621)	0	0
OPERATING TOTALS	132,658	144,846	138,492	149,089
CAPITAL TOTALS	NA	NA	76	395
DEPARTMENTAL TOTALS	NA	NA	\$138,568	\$149,484

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

STOPS AND ZONES: NO. 3291

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	760	757	915	851	- 7%
CAPITAL (\$000)	NA	NA	34	30	-12%
TOTAL EXPENDITURES (\$000)	NA	NA	949	881	- 7%
PERSONNEL (FTE'S)	18.00	24.00	24.00	22.00	- 8%

Stops and Zones is responsible for the installation and maintenance of the more than 30,000 bus stops and zones within the District's service area. This responsibility encompasses preliminary work for new service, coordination with appropriate city or county agencies, installation or repair of signs, arranging for layover zones and restroom facilities, reporting operating hazards, and maintaining the automated stops and zones data base.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Four temporary Non-Contract positions representing two FTE's are reduced since the stops and zones inventory is nearing completion. Capital funds are included for one vehicle and communications equipment.

KEY DEPARTMENTAL OBJECTIVES

- o To maintain existing bus stops and zones in proper operating condition by completing emergency repairs within 8 hours, routine repair requests within 8 days, and line-specific decal replacement or correction within 21 days.
- o To maintain the Stops and Zones data base for all District user departments by inputting planned changes before they take effect and unplanned changes within 24 hours of notification (3.7).
- o To maintain accessible service decals at all locations where accessible service is scheduled (1.3).
- o To install new service-detailed signage at designated locations within 30 days of receipt.
- o To expedite signage alterations resulting from detours associated with Metro Rail construction (2.1.4).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

STOPS AND ZONES: NO. 3291

FUNCTIONS(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	6.50	2.00	8.50	305	17	0	322
PROPERTY MAINTENANCE	0.00	11.75	11.75	399	94	0	493
ACCESSIBLE SERVICE	0.50	1.25	1.75	34	2	0	36
TOTALS	7.00	15.00	22.00	738	113	0	851

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

STOPS AND ZONES: NO. 3291

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$220	\$341	\$298	\$270
CONTRACT WAGES	432	424	450	468
TRAINING & OTHER FRINGE BENEFITS	1	5	13	3
SERVICES	37	(1)	0	6
MATERIALS & SUPPLIES	81	12	153	103
TRAVEL & OTHER MISCELLANEOUS	0	1	1	1
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	652	765	748	738
NON-LABOR SUBTOTALS	119	17	167	113
LESS EXPENSE TRANSFERS	(11)	(25)	0	0
OPERATING TOTALS	760	757	915	851
CAPITAL TOTALS	NA	NA	34	30
DEPARTMENTAL TOTALS	NA	NA	\$949	\$881



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

OPERATIONS CONTROL AND SERVICES: NO. 3296

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	6,002	6,357	6,590	6,494	- 1%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	6,590	6,494	- 1%
PERSONNEL (FTE'S)	168.00	173.00	176.00	163.00	- 7%

Operations Control and Services consists of Transit Operations Supervisors and Service Directors who work with Bus Operators to ensure safe, courteous and efficient service and schedule adherence. Transit Operations Supervisors provide direct observation of on-street operations and effect on-the-spot actions, including correcting minor maintenance problems, ensuring rule adherence, and adjusting schedules. They also provide continuous contact with all buses and assist Bus Operators in correcting situations which affect Bus Operator and passenger safety and service delays. Service Directors provide passenger service information at District-operated locations, and supervise mid-day storage facilities.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Thirteen positions are transferred to the Scheduling Department: No. 3900 to augment the Schedule Checking function. Nine positions are reclassified to improve management control in the field.

KEY DEPARTMENTAL OBJECTIVES

- o To improve service reliability by concentrating supervisory resources in areas where significant numbers of pass-up complaints are reported.
- o To reduce traffic accidents by concentrating supervisory resources in areas where significant numbers of accidents have occurred, including continuation of the foot patrol concept (3.3).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

OPERATIONS CONTROL AND SERVICES: NO. 3296

KEY DEPARTMENTAL OBJECTIVES (CONTINUED)

- o To reduce the number of Equipment Maintenance Department road calls by training Transit Operations Supervisors to better distinguish between actual mechanical failures, and equipment problems which can be resolved by the Bus Operator or supervisory personnel (1.2.2).
- o To dispatch buses from mid-day storage facilities in accordance with scheduled departure times.
- o To implement and evaluate, on an experimental basis, a fixed-post deployment of Transit Operations Supervisors at major terminals.
- o To develop and publish operational procedure guidelines for the Transit Radio System project and train Transit Operations Supervisors in its use.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

OPERATIONS CONTROL AND SERVICES: NO. 3296

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	2.00	4.00	132	5	0	137
RADIO DISPATCH	48.00	0.00	48.00	1,606	16	0	1,622
VEHICLE OPERATIONS	102.00	0.00	102.00	4,416	26	0	4,442
SUPPORT SERVICES	1.00	8.00	9.00	289	4	0	293
<b>TOTALS</b>	<b>153.00</b>	<b>10.00</b>	<b>163.00</b>	<b>6,443</b>	<b>51</b>	<b>0</b>	<b>6,494</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

OPERATIONS CONTROL AND SERVICES: NO. 3296

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$5,343	\$5,838	\$5,923	\$6,159
CONTRACT WAGES	560	752	611	284
TRAINING & OTHER FRINGE BENEFITS	15	20	25	25
SERVICES	2	7	2	1
MATERIALS & SUPPLIES	41	35	25	22
TRAVEL & OTHER MISCELLANEOUS	10	2	4	3
ALL OTHER EXPENSES	63	0	0	0
LABOR SUBTOTALS	5,903	6,590	6,534	6,443
NON-LABOR SUBTOTALS	131	64	56	51
LESS EXPENSE TRANSFERS	(32)	(297)	0	0
OPERATING TOTALS	6,002	6,357	6,590	6,494
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$6,590	\$6,494

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION INSTRUCTION: NO. 3297

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	3,106	3,355	3,314	1,376	-58%
CAPITAL (\$000)	NA	NA	172	202	17%
TOTAL EXPENDITURES (\$000)	NA	NA	3,486	1,578	-55%
PERSONNEL (FTE'S)	92.00	87.00	81.00	27.00	-67%

The Transportation Instruction Department is charged with designing, implementing and conducting operational training for Bus Operators, Mechanics and Service Attendants. The Department provides instruction in basic bus operation, passenger relations, accessible service, defensive driving techniques, and remedial training.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Fifty-nine positions are transferred to Transportation Operating Divisions: No. 3250 to help consolidate the Division Managers' authority and accountability for all Division activities. Twelve Extra Transit Operations Supervisor (Instruction) positions representing six FTE's are added since Bus Operator hiring, which was suspended following the Olympics, has been resumed. One additional position is reduced since it will not be needed under the reorganization. Capital funds are included for training vans and for replacement video equipment.

KEY DEPARTMENTAL OBJECTIVES

- o To provide a regular program of training new Bus Operators throughout the year.
- o To provide one-on-one retraining to each Bus Operator having an avoidable accident (3.3).
- o To initiate an accident prevention program by providing Defensive Driver Training to no fewer than 300 Bus Operators who have not had a traffic accident within a floating 18-month period (3.3, 3.4.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION INSTRUCTION: NO. 3297

KEY DEPARTMENTAL OBJECTIVES

- o To complete production of two new video training films on accessible service and safe bus operation (1.3, 3.3, 3.4.1).
- o To provide training to Bus Operators as requested by Division Managers within 45 days of each request.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

TRANSPORTATION INSTRUCTION: NO. 3297

FUNCTIONS	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	4.00	1.00	5.00	459	44	0	503
BASIC INSTRUCTION	21.00	0.00	21.00	827	4	0	831
ACCESSIBLE SERVICE	1.00	0.00	1.00	42	0	0	42
TOTALS	26.00	1.00	27.00	1,328	48	0	1,376

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

TRANSPORTATION INSTRUCTION: NO. 3297

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$2,998	\$3,039	\$2,661	\$1,002
CONTRACT WAGES	796	508	598	326
TRAINING & OTHER FRINGE BENEFITS	7	12	15	8
SERVICES	0	4	1	0
MATERIALS & SUPPLIES	44	42	35	34
TRAVEL & OTHER MISCELLANEOUS	2	4	4	6
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	3,794	3,547	3,259	1,328
NON-LABOR SUBTOTALS	53	62	55	48
LESS EXPENSE TRANSFERS	(741)	(254)	0	0
OPERATING TOTALS	3,106	3,355	3,314	1,376
CAPITAL TOTALS	NA	NA	172	202
DEPARTMENTAL TOTALS	NA	NA	\$3,486	\$1,578



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION GENERAL: NO. 3299

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	2,416	2,027	1,755	1,286	-27%
CAPITAL (\$000)	NA	NA	7	0	-100%
TOTAL EXPENDITURES (\$000)	NA	NA	1,762	1,286	-27%
PERSONNEL (FTE'S)	22.00	23.00	35.00	15.00	-57%

Transportation General is the administrative arm of the Transportation Department and is responsible for the smooth and efficient operation of the Department. Responsibilities of Transportation General include Bus Operator manpower planning, scheduling of Non-Contract personnel, coordinating all automation projects, conducting Second Level Hearings, administering special projects and monitoring the performance and expenditures of all of the functional units in the Transportation Department.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Twelve positions are reduced since Bus Operator payroll has been automated. Five positions are transferred to Transportation Operating Divisions: No. 3250 as part of the Transportation Department reorganization to provide clearer administrative responsibility for Division activity. Four positions are reduced since the reorganization will eliminate the need to provide clerical relief support to the Operating Divisions. One position is added to meet the District's labor relations obligations under the new UTU contract.

KEY DEPARTMENTAL OBJECTIVES

- o To monitor Division performance in the areas of service performance, human resources management and cost control by preparing and distributing a Division performance report no less frequently than once a month.
- o To analyze Transportation manpower needs and to propose an annual hiring plan no later than October 1985.
- o To monitor and evaluate the management gains made possible by automation installed during Fiscal Year 1985 (3.7, 3.1.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSPORTATION GENERAL: NO. 3299

KEY DEPARTMENTAL OBJECTIVES

- o To administer Second Level Hearings in a timely manner and in accordance with the UTU contract.
- o To implement automated bidding by August 1985 and automated mark-up and dispatching by November 1985 (3.7, 3.1.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

TRANSPORTATION GENERAL: NO. 3299

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	6.50	3.00	9.50	350	704	0	1,054
MONITORING	2.00	0.00	2.00	64	1	0	65
TRANSMIS	1.50	0.00	1.50	70	5	0	75
LABOR RELATIONS	2.00	0.00	2.00	91	1	0	92
TOTALS	12.00	3.00	15.00	575	711	0	1,286

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

TRANSPORTATION GENERAL: NO. 3299

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$959	\$655	\$613	\$507
CONTRACT WAGES	322	400	348	68
TRAINING & OTHER FRINGE BENEFITS	14	32	16	11
SERVICES	20	114	83	11
MATERIALS & SUPPLIES	966	651	515	509
TRAVEL & OTHER MISCELLANEOUS	52	77	180	180
ALL OTHER EXPENSES	106	2	0	0
LABOR SUBTOTALS	1,281	1,055	961	575
NON-LABOR SUBTOTALS	1,158	876	794	711
LESS EXPENSE TRANSFERS	(23)	96	0	0
OPERATING TOTALS	2,416	2,027	1,755	1,286
CAPITAL TOTALS	NA	NA	7	0
DEPARTMENTAL TOTALS	NA	NA	\$1,762	\$1,286

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

EQUIPMENT MAINTENANCE: NO. 3300

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	90,649	92,976	92,628	90,656	-2%
CAPITAL (\$000)	NA	NA	3,459	3,870	12%
TOTAL EXPENDITURES (\$000)	NA	NA	96,087	94,526	-2%
PERSONNEL (FTE'S)	1,882.00	1,941.00	1,943.00	1,862.00	-4%

The Equipment Maintenance Department is responsible for providing a clean, safe and mechanically reliable operating fleet to meet the District's service commitments. This includes heavy maintenance activities, e.g., power train rebuilding, major chassis electrical repairs, bus repainting, major accident and bus remanufacturing, as well as day-to-day routine repairs. In addition, the Department assures that the District purchases the best possible revenue and non-revenue equipment, administers the District's Equipment Warranty Program and conducts research and analysis of existing equipment problems.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The Operations Department implemented a major reorganization during Fiscal Year 1985: Facilities Maintenance was merged with Telecommunications and Equipment Engineering was relocated under the Director of Equipment Maintenance. As a result of this reorganization and to facilitate stronger management and planning, all of the reporting units under the Director of Equipment Maintenance (Central Maintenance, Maintenance Operating Divisions, Maintenance General and Equipment Engineering) are consolidated into one reporting unit. Two positions are added to provide improved managerial and administrative support. Two positions were transferred to Facilities Maintenance during Fiscal Year 1985. Ten positions are reduced as a result of the closure of Division 2 and 71 positions are reduced as a result of the reduced service level. Capital funds are included for non-revenue vehicles, equipment, the bus refurbishment program, spare bus parts and inspection of new buses, fare collection equipment, and surveillance cameras.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

EQUIPMENT MAINTENANCE: NO. 3300

KEY DEPARTMENTAL OBJECTIVES

- o To maintain service reliability by providing a minimum 99% on-time pull-out rate (1.2.1).
- o To increase mean miles between mechanical failures to 3,000 miles (1.2.2).
- o To maintain the active fleet spare ratio at or below 21% (1.2.4).
- o To maintain at least 95% accessible service reliability (1.3).
- o To reduce the maintenance industrial accident frequency to no more than 9.0 per 100,000 hours (3.4.2).
- o To refine production control (COPICS) and VMS to provide usable labor reports to support accurate production scheduling and establish shop work standards (3.7., 3.1.2).
- o To design inspection programs to test, inspect and accept revenue and non-revenue equipment and, where necessary, to support retrofit programs to ensure District receipt of equipment in conformance with specifications, industry regulations and quality standards.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

EQUIPMENT MAINTENANCE: NO. 3300

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
CENTRAL MAINTENANCE	27.00	374.00	401.00	12,575	12,141	(1,500)	23,216
MAINTENANCE OPERATING DIVISIONS	96.00	1,282.00	1,378.00	49,287	15,310	(530)	64,067
MAINTENANCE GENERAL	44.00	19.00	63.00	2,295	371	0	2,666
EQUIPMENT ENGINEERING	14.00	6.00	20.00	776	89	(158)	707
<b>TOTALS</b>	<b>181.00</b>	<b>1,681.00</b>	<b>1,862.00</b>	<b>64,933</b>	<b>27,911</b>	<b>(2,188)</b>	<b>90,656</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

EQUIPMENT MAINTENANCE: NO. 3300

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$6,788	\$7,806	\$7,669	\$7,689
CONTRACT WAGES	55,132	56,275	56,293	57,244
TRAINING & OTHER FRINGE BENEFITS	448	319	638	637
SERVICES	1,141	1,235	1,101	285
MATERIALS & SUPPLIES	31,195	29,079	26,944	26,866
TRAVEL & OTHER MISCELLANEOUS	180	226	111	113
ALL OTHER EXPENSES	185	32	0	10
LABOR SUBTOTALS	61,920	64,081	63,962	64,933
NON-LABOR SUBTOTALS	33,179	30,891	28,794	27,911
LESS EXPENSE TRANSFERS	(2,420)	(1,996)	(128)	(2,188)
OPERATING TOTALS	90,649	92,976	92,628	90,656
CAPITAL TOTALS	NA	NA	3,459	3,870
DEPARTMENTAL TOTALS	NA	NA	\$96,087	\$94,526



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

FACILITIES MAINTENANCE: NO. 3500

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	7,198	7,721	9,735	8,856	-9%
CAPITAL (\$000)	NA	NA	8,694	4,345	-50%
TOTAL EXPENDITURES (\$000)	NA	NA	18,429	13,201	-28%
PERSONNEL (FTE'S)	171.00	186.00	197.00	201.00	2%

The Facilities Maintenance Department plans, programs, implements and maintains the District's electronic communications network and equipment. The Department also performs minor modifications and complete maintenance on District-owned buildings, service facilities, and electrical equipment.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The Telecommunications Department and the Facilities Maintenance Department were merged into one reporting unit, Facilities Maintenance, during Fiscal Year 1985. As a result, seven positions are transferred to General Services: No. 9610 to consolidate janitorial responsibilities. Two positions were transferred from Equipment Maintenance: No. 3300 during Fiscal Year 1985. Three positions were added during Fiscal Year 1985 to provide technical support for the electronic fareboxes. One position is added to provide upper-level management support for the consolidated reporting unit and five positions are added to provide technical support for various projects. Capital funds are included for capital improvements, the microwave network, the Central Maintenance Facility telephone system, data transmission systems, closed circuit televisions, Transit Radio System, instrument calibration equipment and other miscellaneous equipment.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

FACILITIES MAINTENANCE: NO. 3500

KEY DEPARTMENTAL OBJECTIVES

- o To maintain fleet electronic systems (radio, headsign, and public address) at 98% reliability.
- o To procure and implement the CMF telephone system (2.2).
- o To award the contract and begin project implementation of the Transit Radio System.
- o To maximize value received on external contract services for landscaping and elevator maintenance.
- o To complete telecommunications construction and equipment installation work orders within 30 days of the date received.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

FACILITIES MAINTENANCE: NO. 3500

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	90	9	0	99
ELECTRONIC & ELECTRICAL MAINTENANCE	14.00	92.00	106.00	3,646	695	(61)	4,280
PROPERTY & FIXED EQUIPMENT MAINTENANCE	9.00	69.00	78.00	2,527	1,289	0	3,816
ENGINEERING	10.00	0.00	10.00	421	66	0	487
ADMINISTRATIVE SERVICES	4.00	1.00	5.00	160	14	0	174
<b>TOTALS</b>	<b>39.00</b>	<b>162.00</b>	<b>201.00</b>	<b>6,844</b>	<b>2,073</b>	<b>(61)</b>	<b>8,856</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

FACILITIES MAINTENANCE: NO. 3500

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,296	\$1,479	\$1,528	\$1,636
CONTRACT WAGES	4,343	4,874	4,834	5,208
TRAINING & OTHER FRINGE BENEFITS	25	25	74	74
SERVICES	262	500	246	58
MATERIALS & SUPPLIES	1,349	1,038	3,150	1,880
TRAVEL & OTHER MISCELLANEOUS	23	25	36	36
ALL OTHER EXPENSES	51	0	25	25
LABOR SUBTOTALS	5,639	6,353	6,362	6,844
NON-LABOR SUBTOTALS	1,710	1,588	3,531	2,073
LESS EXPENSE TRANSFERS	(151)	(220)	(158)	(61)
OPERATING TOTALS	7,198	7,721	9,735	8,856
CAPITAL TOTALS	NA	NA	8,694	4,345
DEPARTMENTAL TOTALS	NA	NA	\$18,429	\$13,201

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSIT POLICE: NO. 3800

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	4,093	4,555	5,155	4,616	-10%
CAPITAL (\$000)	NA	NA	53	94	77%
TOTAL EXPENDITURES (\$000)	NA	NA	5,208	4,710	-10%
PERSONNEL (FTE'S)	143.00	144.00	144.00	138.00	-4%

The Transit Police Department is responsible for augmenting local law enforcement efforts to provide security and protection for transit patrons and operators. In addition, the Department has the responsibility for internal security of District employees, revenues and property. Finally, the Transit Police Department administers the Service Inspection program which provides the District's bus operation with an additional element of on-street supervision.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Three positions are added to provide security to the Santa Fe warehouse. The Part-time Officers program which was used to augment Transit Police strength during a time of expansion of the regular force is terminated resulting in the reduction of 73 positions representing 9 FTE's. The Department's crime prevention capacity will be enhanced by the installation of surveillance cameras on District buses. Capital funds are included for police vehicle light bars, five mini-jeps, a microcomputer, office furniture, office modification, and Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To prevent any increase in the rate of violent crime per 100,000 boardings on District vehicles.
- o To maintain an average of 4,500 random bus boardings per month.
- o To maintain an average of 1,800 service inspections per month including 100% response to specific requests received from other departments.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSIT POLICE: NO. 3800

KEY DEPARTMENTAL OBJECTIVES

- o To provide monthly crime analysis data to District management.
- o To participate in Metro Rail and Light Rail transit security planning efforts. (2.1)

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

TRANSIT POLICE: NO. 3800

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	93	14	0	107
OPERATIONS	20.75	106.00	126.75	3,858	355	0	4,213
SUPPORT SERVICES	7.00	2.00	9.00	278	18	0	296
METRO RAIL	0.25	0.00	0.25	14	0	(14)	0
TOTALS	30.00	108.00	138.00	4,243	387	(14)	4,616

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

TRANSIT POLICE: NO. 3800

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,160	\$1,320	\$1,295	\$920
CONTRACT WAGES	2,621	3,107	3,407	3,232
TRAINING & OTHER FRINGE BENEFITS	44	33	69	71
SERVICES	173	167	309	228
MATERIALS & SUPPLIES	53	(2)	52	52
TRAVEL & OTHER MISCELLANEOUS	17	13	33	33
ALL OTHER EXPENSES	32	0	3	3
LABOR SUBTOTALS	3,781	4,427	4,702	4,243
NON-LABOR SUBTOTALS	319	211	466	387
LESS EXPENSE TRANSFERS	(7)	(83)	(13)	(14)
OPERATING TOTALS	4,093	4,555	5,155	4,616
CAPITAL TOTALS	NA	NA	53	94
DEPARTMENTAL TOTALS	NA	NA	\$5,208	\$4,710



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

SCHEDULING: NO. 3900

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	4,331	4,020	4,562	4,274	-6%
CAPITAL (\$000)	NA	NA	0	65	NA%
TOTAL EXPENDITURES (\$000)	NA	NA	4,562	4,339	-5%
PERSONNEL (FTE'S)	134.00	130.00	135.00	118.00	-13%

The Scheduling Department generates schedules for bus lines and work assignments for Bus Operators. This entails production of coordinated materials, tailored to the functions of Bus Operators, Transit Operations Supervisors, and others. The Department also monitors District operations by collecting data on passenger volumes, schedule adherence and fare payment.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The line regulation program, which was established early in Fiscal Year 1984 as one of the District's responses to overcrowded conditions, is terminated with a resultant reduction of 27 temporary positions. Two positions are added to meet the Department's need for more technical expertise in its newly automated work environment. At the same time, five positions are reduced since the new technology has reduced the need for this personnel. Thirteen remaining Traffic Loader positions are transferred from Operations Control and Services: No. 3296. Capital funds are included for hand-held data entry devices.

KEY DEPARTMENTAL OBJECTIVES

- o To retain revenue vehicle service hours within 1% of the 7,000,000 annual hours planned (1.1.1).
- o To maintain a system-wide average of at least 60 boardings per revenue vehicle service hour (1.1.2).
- o To respond to Bus Operator recovery time complaints in a timely manner and in accordance with the District's obligations under the UTU contract.
- o To minimize the number of Bus Operator assignment changes and service changes occurring between shake-ups (3.6).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

SCHEDULING: NO. 3900

KEY DEPARTMENTAL OBJECTIVES

- o To maintain average ride checking cycles of six months for weekdays and 12 months for weekend days.
- o To implement the utilization of hand-held data entry devices by all Schedule Checkers by December 1985 (3.7).
- o To prepare a management plan for the transition from manual to automated scheduling systems by October 1985 (3.7, 3.1.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

SCHEDULING: NO. 3900

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	8.00	9.00	17.00	576	79	0	655
SCHEDULE MAKING	10.00	23.00	33.00	1,185	17	0	1,202
SCHEDULE CHECKING	4.00	63.00	67.00	2,330	56	0	2,386
ACCESSIBLE SERVICE	0.00	1.00	1.00	31	0	0	31
<b>TOTALS</b>	<b>22.00</b>	<b>96.00</b>	<b>118.00</b>	<b>4,122</b>	<b>152</b>	<b>0</b>	<b>4,274</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

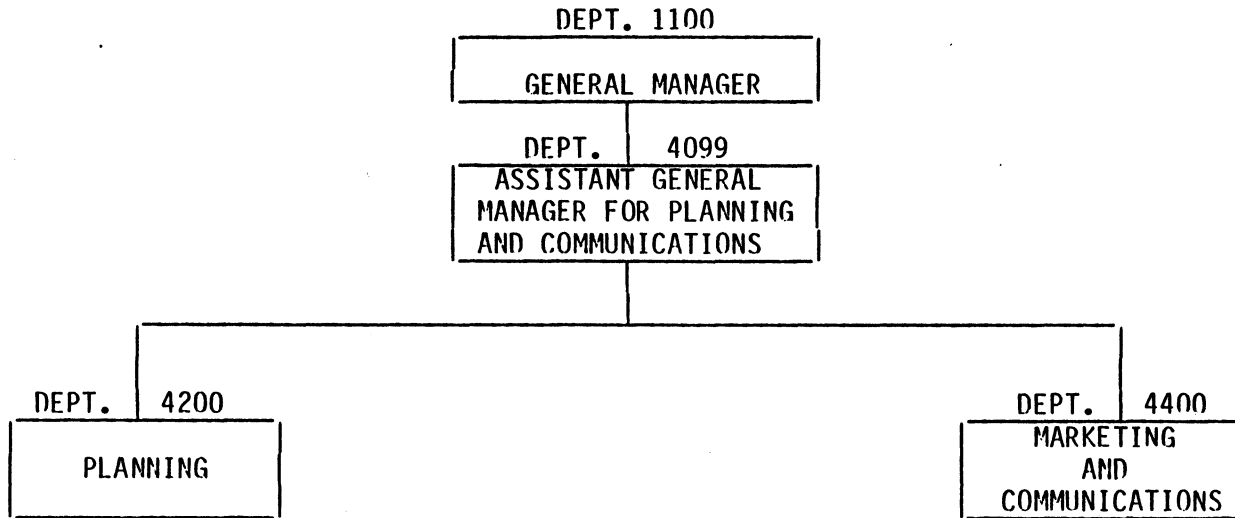
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

SCHEDULING: NO. 3900

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,375	\$950	\$956	\$886
CONTRACT WAGES	2,845	3,174	3,437	3,236
TRAINING & OTHER FRINGE BENEFITS	2	3	4	3
SERVICES	12	9	35	45
MATERIALS & SUPPLIES	37	39	43	43
TRAVEL & OTHER MISCELLANEOUS	80	22	77	56
ALL OTHER EXPENSES	12	4	10	5
LABOR SUBTOTALS	4,220	4,124	4,393	4,122
NON-LABOR SUBTOTALS	143	77	169	152
LESS EXPENSE TRANSFERS	(32)	(181)	0	0
OPERATING TOTALS	4,331	4,020	4,562	4,274
CAPITAL TOTALS	NA	NA	0	65
DEPARTMENTAL TOTALS	NA	NA	\$4,562	\$4,339

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

ASSISTANT GENERAL MANAGER FOR PLANNING AND COMMUNICATIONS ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR PLANNING AND COMMUNICATIONS: NO. 4099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	109	80	97	115	19%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	97	115	19%
PERSONNEL (FTE'S)	2.00	2.00	3.00	3.00	0%

The Office of the Assistant General Manager for Planning and Communications is responsible for the activities of the Planning and the Marketing and Communications Departments, and assures their unified support of the bus operations and rail development efforts of the District.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

There are no significant changes planned.

KEY DEPARTMENTAL OBJECTIVES

- o To manage and measure the performance of the Planning and Marketing and Communications Departments, in accordance with the goals and objectives contained in the Budget.
- o To monitor expenditures to maintain compliance with the Budget adopted by the Board of Directors.

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SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ASSISTANT GENERAL MANAGER FOR PLANNING AND COMMUNICATIONS: NO. 4099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	3.00	0.00	3.00	111	4	0	115
TOTALS	3.00	0.00	3.00	111	4	0	115

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ASSISTANT GENERAL MANAGER FOR PLANNING AND COMMUNICATIONS: NO. 4099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$108	\$79	\$92	\$111
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	1	1
SERVICES	0	0	1	0
MATERIALS & SUPPLIES	0	3	1	1
TRAVEL & OTHER MISCELLANEOUS	0	0	2	2
ALL OTHER EXPENSES	1	0	0	0
LABOR SUBTOTALS	108	79	92	111
NON-LABOR SUBTOTALS	1	3	5	4
LESS EXPENSE TRANSFERS	0	(2)	0	0
OPERATING TOTALS	109	80	97	115
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$97	\$115



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

PLANNING: NO. 4200

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	2,246	2,338	2,832	2,831	0%
CAPITAL (\$000)	NA	NA	1,985	2,166	9%
TOTAL EXPENDITURES (\$000)	NA	NA	4,817	4,997	4%
PERSONNEL (FTE'S)	62.50	70.25	72.50	71.00	-2%

The Planning Department is responsible for identifying and analyzing issues affecting the provision of transit service, and assists in defining and formulating District policies and objectives guiding development of the regional transit system. The Department coordinates, reviews, and conducts studies of transit alternatives in coordination with other transportation agencies, government entities, and the public that will lead to a regional consensus on the development strategy and implementation of a balanced transportation system.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Two positions are reduced in anticipation of reduced workload in a period of stabilized bus operations. A part-time position in the library is made full-time. Funds are included to conduct an Elderly and Disabled Needs Study. Capital funds are included for office equipment and Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To increase operating efficiency by preparing short and long range plans to guide other departments' operational and strategic planning, and to comply with federal, State and local agencies' prerequisites to obtaining subsidies (1.1).
- o To maintain regional accessibility to the public transit system by entering into agreements with local governments to provide local contract services where feasible and by updating existing contracts (1.5).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

PLANNING: NO. 4200

KEY DEPARTMENTAL OBJECTIVES

- o To engage in experimentation of alternative service concepts including pulse point scheduling, timed transfer, service reallocation and deployment in order to either enhance service or increase efficiency (1.7).
- o To evaluate the feasibility of engaging in or conducting experimental or demonstration projects related to energy conservation and air quality (1.8).
- o To continue the preparation of the Metro Rail Project by completing the required Environmental Assessment analyses and Environmental Impact Report required for the Second and Third Minimum Operable Segments (2.1.5).
- o To complete an Environmental Impact Statement and Environmental Impact Report for the Universal City Station site (2.3).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

PLANNING: NO. 4200

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
BUS PLANNING	22.00	8.00	30.00	1,131	233	0	1,364
METRO RAIL SUPPORT	7.00	0.00	7.00	247	0	(247)	0
POLICY AND TRANSPORTATION SYSTEMS MANAGEMENT	17.00	0.00	17.00	628	23	0	651
ADMINISTRATION	9.00	0.00	9.00	301	32	0	333
ENVIRONMENTAL ACTIVITIES	2.00	0.00	2.00	54	2	0	56
ELDERLY AND DISABLED ACTIVITIES	2.00	0.00	2.00	89	5	0	94
SPECIAL STUDIES AND MARKET RESEARCH	4.00	0.00	4.00	197	136	0	239
<b>TOTALS</b>	<b>63.00</b>	<b>8.00</b>	<b>71.00</b>	<b>2,647</b>	<b>431</b>	<b>(247)</b>	<b>2,831</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

PLANNING: NO. 4200

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$2,097	\$2,254	\$2,597	\$2,418
CONTRACT WAGES	0	154	0	229
TRAINING & OTHER FRINGE BENEFITS	2	11	11	6
SERVICES	229	130	571	322
MATERIALS & SUPPLIES	49	63	75	68
TRAVEL & OTHER MISCELLANEOUS	44	35	37	17
ALL OTHER EXPENSES	31	1	0	18
LABOR SUBTOTALS	2,097	2,408	2,597	2,647
NON-LABOR SUBTOTALS	355	240	694	431
LESS EXPENSE TRANSFERS	(206)	(310)	(459)	(247)
OPERATING TOTALS	2,246	2,338	2,832	2,831
CAPITAL TOTALS	NA	NA	1,985	2,166
DEPARTMENTAL TOTALS	NA	NA	\$4,817	\$4,997

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

MARKETING AND COMMUNICATIONS: NO. 4400

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	2,789	3,090	3,220	3,510	9%
CAPITAL (\$000)	NA	NA	115	29	-75%
TOTAL EXPENDITURES (\$000)	NA	NA	3,335	3,539	6%
PERSONNEL (FTE'S)	67.00	67.00	68.00	68.00	0%

The Marketing and Communications Department manages the District's news media relations, public and passenger communications, promotional and advertising programs. It conducts the District's prepaid sales program, lost-and-found function, timetable distribution program, and reduced fare program.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Two positions are reduced following the closure of the Del Amo and South Central Customer Service Centers. One position is reduced at the California Mart Customer Service Center. Three positions are added to provide staff support for the High School and College-Vocational Identification Program. Funds are included for a District System Map and to convert pass sales stock to counterfeit-resistant materials to deter the use of illegal passes. Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To implement an improved system for the issuance and control of discount fare identification cards to high school students by August 1985 (3.10).
- o To increase prepaid sales revenue by converting pass sales stock to counterfeit-resistant material and deter the use of illegal passes by October 1985 (3.10).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

MARKETING AND COMMUNICATIONS: NO. 4400

KEY DEPARTMENTAL OBJECTIVES

- o To increase revenue from joint promotional programs with the private sector by 20% over the Fiscal Year 1985 level.
- o To design, produce and distribute a District System Map by October 1985.
- o To distribute to the media a quarterly status report on the District's Accessible Service Program (4.7).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

MARKETING AND COMMUNICATIONS: NO. 4400

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	86	4	0	90
PREPAID SALES	8.00	40.00	48.00	1,274	508	0	1,782
NEWS BUREAU	5.25	0.00	5.25	183	74	0	257
PROMOTION AND PASSENGER COMMUNICATIONS	6.00	0.00	6.00	245	204	0	449
BUSINESS AND PRODUCTION	5.00	0.00	5.00	163	587	0	750
ADVERTISING	1.00	0.00	1.00	44	138	0	182
METRO RAIL	0.75	0.00	0.75	29	0	(29)	0
TOTALS	28.00	40.00	68.00	2,024	1,515	(29)	3,510

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

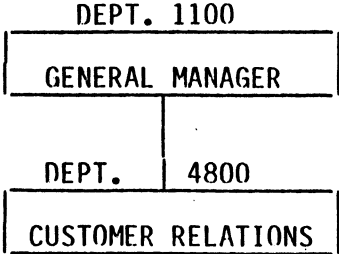
MARKETING AND COMMUNICATIONS: NO. 4400

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,044	\$906	\$912	\$973
CONTRACT WAGES	989	1,145	1,070	1,051
TRAINING & OTHER FRINGE BENEFITS	5	19	19	16
SERVICES	378	411	302	484
MATERIALS & SUPPLIES	453	669	787	887
TRAVEL & OTHER MISCELLANEOUS	50	28	160	128
ALL OTHER EXPENSES	41	2	0	0
LABOR SUBTOTALS	2,033	2,051	1,982	2,024
NON-LABOR SUBTOTALS	927	1,129	1,268	1,515
LESS EXPENSE TRANSFERS	(171)	(90)	(30)	(29)
OPERATING TOTALS	2,789	3,090	3,220	3,510
CAPITAL TOTALS	NA	NA	115	29
DEPARTMENTAL TOTALS	NA	NA	\$3,335	\$3,539



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986

CUSTOMER RELATIONS ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

CUSTOMER RELATIONS: NO. 4800

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	3,089	3,145	3,291	3,405	3%
CAPITAL (\$000)	NA	NA	2,907	2,731	-6%
TOTAL EXPENDITURES (\$000)	NA	NA	6,198	6,136	-1%
PERSONNEL (FTE'S)	132.00	132.00	132.00	132.00	0%

The Customer Relations Department is assigned the basic responsibility of providing patrons, the general public and elected officials easy access to the District. In the Passenger Services Section, contact is made by telephone, correspondence or a visit by the public to present a request, commendation, complaint, or general inquiry. This Section prepares correspondence concerning service related inquiries for the signature of the District's Board of Directors, the General Manager and District staff. The Telephone Information Center provides travel information to callers inquiring about bus routes, schedules, fares and tariff restrictions.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for CCIS software development and a Voice Response System.

KEY DEPARTMENTAL OBJECTIVES

- o To answer 90% of all telephone calls to the Passenger Services Section within two minutes (4.7).
- o To maintain a productivity standard of three million calls answered with an average talk time of 135 seconds per call.
- o To increase by 10% the monitoring checks made by supervisory staff on the quality of information disseminated by the Telephone Information Clerks.
- o To develop the instructional program to meet the Department's needs for automation (3.7).
- o To achieve a ten-day turnaround for all correspondence while maintaining a 90% acceptance of all letters prepared in final for signature.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

CUSTOMER RELATIONS: NO. 4800

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
TELEPHONE INFORMATION	12.75	91.00	103.75	2,474	14	0	2,488
PASSENGER SERVICES	2.75	13.00	15.75	376	7	0	383
ACCESSIBLE SERVICE	0.50	1.00	1.50	35	3	0	38
TECHNICAL ADMINISTRATIVE SERVICES	5.00	0.00	5.00	227	47	0	274
ADMINISTRATION	6.00	0.00	6.00	215	7	0	222
TOTALS	27.00	105.00	132.00	3,327	78	0	3,405

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

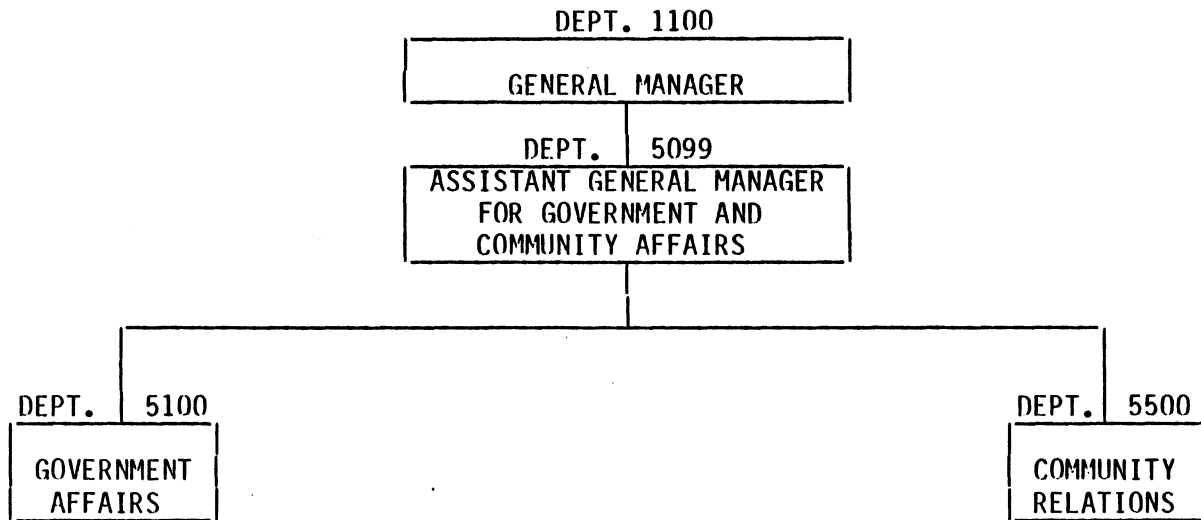
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

CUSTOMER RELATIONS: NO. 4800

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$839	\$842	\$892	\$942
CONTRACT WAGES	2,101	2,346	2,300	2,385
TRAINING & OTHER FRINGE BENEFITS	2	10	10	15
SERVICES	39	1	39	21
MATERIALS & SUPPLIES	17	17	28	28
TRAVEL & OTHER MISCELLANEOUS	1	7	13	14
ALL OTHER EXPENSES	113	0	9	0
LABOR SUBTOTALS	2,940	3,188	3,192	3,327
NON-LABOR SUBTOTALS	172	35	99	78
LESS EXPENSE TRANSFERS	(23)	(78)	0	0
OPERATING TOTALS	3,089	3,145	3,291	3,405
CAPITAL TOTALS	NA	NA	2,907	2,731
DEPARTMENTAL TOTALS	NA	NA	\$6,198	\$6,136

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

ASSISTANT GENERAL MANAGER FOR GOVERNMENT AND COMMUNITY AFFAIRS ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR GOVERNMENT AND COMMUNITY AFFAIRS: NO. 5099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	0	0	107	113	6%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	107	113	6%
PERSONNEL (FTE'S)	0.00	0.00	2.00	2.00	0%

The Office of the Assistant General Manager for Government and Community Affairs has the responsibility of ensuring a positive working relationship between the District and the Federal, State, and local governments, public agencies, and private sector organizations as well as community groups. This responsibility extends across a broad range of policy issues and implementation measures which have a direct effect upon the current and future direction of the District.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

There are no significant changes planned.

KEY DEPARTMENTAL OBJECTIVES

- o To assure the District successfully obtains an equitable share of Federal and State funding (4.4, 4.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ASSISTANT GENERAL MANAGER FOR GOVERNMENT AND COMMUNITY AFFAIRS: NO. 5099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	107	6	0	113
TOTALS	2.00	0.00	2.00	107	6	0	113

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ASSISTANT GENERAL MANAGER FOR GOVERNMENT & COMMUNITY AFFAIRS: NO. 5099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$0	\$0	\$101	\$107
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	0	0
SERVICES	0	0	0	0
MATERIALS & SUPPLIES	0	0	1	1
TRAVEL & OTHER MISCELLANEOUS	0	0	5	5
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	0	0	101	107
NON-LABOR SUBTOTALS	0	0	6	6
LESS EXPENSE TRANSFERS	0	0	0	0
OPERATING TOTALS	0	0	107	113
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$107	\$113



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

GOVERNMENT AFFAIRS: NO. 5100

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	387	367	391	411	5%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	391	411	5%
PERSONNEL (FTE'S)	6.00	7.00	7.00	7.00	0%

The Government Affairs Department is responsible for Federal, State, and regional relations. The Department is also involved in policy development which includes the establishment of long and short-term legislative planning as it affects the District.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

There are no significant changes planned.

KEY DEPARTMENTAL OBJECTIVES

- o To assure that Federal appropriations levels at least match Fiscal Year 1985 authorization levels (4.4).
- o To formulate an effective District legislative program (4.2).
- o To assure that the Transportation Planning and Development Account and Article XIX funds are funded at the full formula level (4.4).
- o To generate adequate Federal support to meet the budget requirements of the Metro Rail Project (4.2.3).
- o To generate the necessary amount of matching funds from State and local agencies to match Federal funding for the Metro Rail Project (4.2.3).
- o To perform policy analysis for the District regarding national, State, and local legislation (4.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

GOVERNMENT AFFAIRS: NO. 5100

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
GOVERNMENT LIAISON	2.50	0.00	2.50	114	81	0	195
METRO RAIL LIAISON AND SUPPORT	1.25	0.00	1.25	58	44	0	102
POLICY ANALYSIS	1.00	0.00	1.00	43	7	0	50
ADMINISTRATION	2.25	0.00	2.25	62	2	0	64
TOTALS	7.00	0.00	7.00	277	134	0	411

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

GOVERNMENT AFFAIRS: NO. 5100

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$207	\$247	\$262	\$277
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	1	1	3	3
SERVICES	144	72	84	86
MATERIALS & SUPPLIES	2	9	2	7
TRAVEL & OTHER MISCELLANEOUS	33	44	40	38
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	207	247	262	277
NON-LABOR SUBTOTALS	180	126	129	134
LESS EXPENSE TRANSFERS	0	(6)	0	0
OPERATING TOTALS	387	367	391	411
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$391	\$411

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

COMMUNITY RELATIONS: NO. 5500

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	639	328	360	291	-19%
CAPITAL (\$000)	NA	NA	747	506	-32%
TOTAL EXPENDITURES (\$000)	NA	NA	1,107	797	-28%
PERSONNEL (FTE'S)	16.00	17.00	18.00	17.00	-6%

The Community Relations Department is responsible for developing local understanding and support for District programs, policies and service improvement proposals and for keeping the cities and communities informed of important transit-related developments.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position is reduced as a result of the reduced scope of the Metro Rail Project. Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To meet quarterly with community leaders and groups who have an interest in transit operations development (4.7).
- o To develop, implement, and coordinate special promotions as required (4.4).
- o To meet with representatives of the Los Angeles City Council and other municipalities monthly in order to generate support for District operations, projects and services (4.2).
- o To publish a quarterly newsletter with updated information on schedule and equipment changes, new bus accessibility, ridership data and other items of interest to the community-at-large (4.7).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

COMMUNITY RELATIONS: NO. 5500

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	1.25	0.00	1.25	54	3	(37)	30
TRANSIT OPERATIONS & DEVELOPMENT	6.00	0.00	6.00	229	8	(149)	88
COORDINATION AND SPECIAL PROJECTS	1.25	0.00	1.25	23	44	(12)	55
ADMINISTRATIVE SERVICES	2.75	0.00	2.75	98	24	(49)	73
ACCESSIBLE SERVICE	1.50	0.00	1.50	32	13	0	45
METRO RAIL	4.25	0.00	4.25	146	0	(146)	0
<b>TOTALS</b>	<b>17.00</b>	<b>0.00</b>	<b>17.00</b>	<b>582</b>	<b>92</b>	<b>(383)</b>	<b>291</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

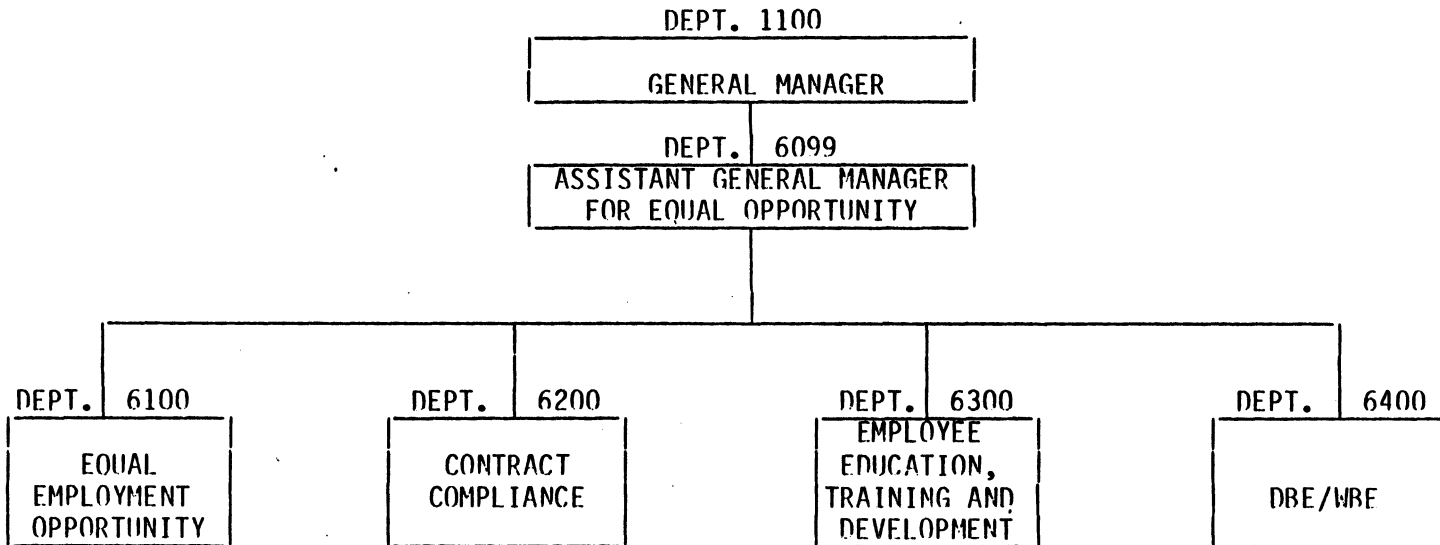
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

COMMUNITY RELATIONS: NO. 5500

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$519	\$546	\$600	\$582
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	1	6	11	7
SERVICES	35	13	19	21
MATERIALS & SUPPLIES	102	62	57	38
TRAVEL & OTHER MISCELLANEOUS	31	35	34	26
ALL OTHER EXPENSES	15	0	0	0
LABOR SUBTOTALS	519	546	600	582
NON-LABOR SUBTOTALS	184	116	121	92
LESS EXPENSE TRANSFERS	(64)	(334)	(361)	(383)
OPERATING TOTALS	639	328	360	291
CAPITAL TOTALS	NA	NA	747	506
DEPARTMENTAL TOTALS	NA	NA	\$1,107	\$797

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

ASSISTANT GENERAL MANAGER FOR EQUAL OPPORTUNITY



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR EQUAL OPPORTUNITY: NO. 6099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	76	112	94	99	5%
CAPITAL (\$000)	NA	NA	47	39	-17%
TOTAL EXPENDITURES (\$000)	NA	NA	141	138	-2%
PERSONNEL (FTE'S)	3.00	3.00	3.00	3.00	0%

The Office of the Assistant General Manager for Equal Opportunity is responsible for ensuring that the District's goals and objectives are met in equal employment opportunity, minority business development, Title VI planning, Section 504 implementation, and the planning and implementation of training and retraining programs.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To ensure that the Department's programs are in conformity with District policy, rules and regulations, and are within budget.
- o To ensure maximum utilization of DBE's/WBE's in all contract activities (2.1, 4.1).



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ASSISTANT GENERAL MANAGER FOR EQUAL OPPORTUNITY: NO. 6099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	83	16	0	99
METRO RAIL	1.00	0.00	1.00	37	0	(37)	0
TOTALS	3.00	0.00	3.00	120	16	(37)	99

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ASSISTANT GENERAL MANAGER FOR EQUAL OPPORTUNITY: NO. 6099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$71	\$110	\$106	\$120
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	0	0
SERVICES	0	0	8	4
MATERIALS & SUPPLIES	0	1	1	1
TRAVEL & OTHER MISCELLANEOUS	5	8	12	11
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	71	110	106	120
NON-LABOR SUBTOTALS	5	9	21	16
LESS EXPENSE TRANSFERS	0	(7)	(33)	(37)
OPERATING TOTALS	76	112	94	99
CAPITAL TOTALS	NA	NA	47	39
DEPARTMENTAL TOTALS	NA	NA	\$141	\$138

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

EQUAL EMPLOYMENT OPPORTUNITY: NO. 6100

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	400	320	147	150	2%
CAPITAL (\$000)	NA	NA	16	18	13%
TOTAL EXPENDITURES (\$000)	NA	NA	163	168	3%
PERSONNEL (FTE'S)	4.00	4.00	5.00	5.00	0%

The Office of Equal Employment Opportunity is responsible for the development and implementation of the District's Equal Opportunity Program.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To monitor Equal Employment Opportunity Program objectives quarterly (4.1).
- o To update, implement and monitor the SCRTD Equal Employment Opportunity Program to ensure that personnel policies and procedures are administered without regard to sex, race, religion, nationality or physical handicap (4.1).
- o To increase the number of minority and women applicants for available District positions (4.1).
- o To review and process internal and external discrimination complaints (4.1).
- o To implement the EEO Training Program for District supervisors and managers (4.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

EQUAL EMPLOYMENT OPPORTUNITY: NO. 6100

FUNCTIONS(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	0.75	0.00	0.75	35	2	0	37
DISTRICT EEO POLICY	3.00	0.00	3.00	73	3	0	76
EEO TRAINING PROGRAM	0.75	0.00	0.75	32	5	0	37
METRO RAIL	0.50	0.00	0.50	18	0	(18)	0
TOTALS	5.00	0.00	5.00	158	10	(18)	150

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

EQUAL EMPLOYMENT OPPORTUNITY: NO. 6100

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$235	\$134	\$153	\$158
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	11	118	2	2
SERVICES	122	60	0	0
MATERIALS & SUPPLIES	6	4	4	5
TRAVEL & OTHER MISCELLANEOUS	18	10	4	3
ALL OTHER EXPENSES	8	0	0	0
LABOR SUBTOTALS	235	134	153	158
NON-LABOR SUBTOTALS	165	192	10	10
LESS EXPENSE TRANSFERS	0	(6)	(16)	(18)
OPERATING TOTALS	400	320	147	150
CAPITAL TOTALS	NA	NA	16	18
DEPARTMENTAL TOTALS	NA	NA	\$163	\$168

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

CONTRACT COMPLIANCE: NO. 6200

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	0	102	75	77	3%
CAPITAL (\$000)	NA	NA	90	95	6%
TOTAL EXPENDITURES (\$000)	NA	NA	165	172	4%
PERSONNEL (FTE'S)	0.00	2.00	5.00	5.00	0%

The Office of Contract Compliance is responsible for ensuring that District Contractors and Subcontractors adhere to applicable EEO and DBE/WBE contract provisions.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To monitor the District's EEO and DBE/WBE compliance status (4.1).
- o To ensure non-discrimination in the performance of District contracts and ensure attainment of DBE/WBE goals in District contracts (4.1).
- o To provide a quarterly review of compliance activities as they relate to Metro Rail contractors and subcontractors (2.1, 4.1).
- o To process applications for DBE/WBE certification within one month of receipt (4.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

CONTRACT COMPLIANCE: NO. 6200

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	1.00	0.00	1.00	34	4	0	38
CONTRACT MONITORING	1.00	0.00	1.00	37	2	0	39
METRO RAIL	3.00	0.00	3.00	90	0	(90)	0
TOTALS	5.00	0.00	5.00	161	6	(90)	77

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

CONTRACT COMPLIANCE: NO. 6200

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$0	\$113	\$152	\$161
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	1	1
SERVICES	0	0	0	0
MATERIALS & SUPPLIES	0	1	2	2
TRAVEL & OTHER MISCELLANEOUS	0	1	5	3
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	0	113	152	161
NON-LABOR SUBTOTALS	0	2	8	6
LESS EXPENSE TRANSFERS	0	(13)	(85)	(90)
OPERATING TOTALS	0	102	75	77
CAPITAL TOTALS	NA	NA	90	95
DEPARTMENTAL TOTALS	NA	NA	\$165	\$172



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

EMPLOYEE EDUCATION, TRAINING AND DEVELOPMENT: NO. 6300

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	746	1,483	1,721	1,557	-10%
CAPITAL (\$000)	NA	NA	391	396	1%
TOTAL EXPENDITURES (\$000)	NA	NA	2,112	1,953	-8%
PERSONNEL (FTE'S)	25.00	40.00	42.00	38.50	-8%

The Employee Education, Training and Development Department has the responsibility for meeting the training and staff development needs of the District. Through the activities of this Department, the District is able to develop and improve the skills, knowledge and attitudes of all District employees. This Department is also responsible for providing education and training programs for District employees, which will help them qualify for promotional opportunities to meet the District's increased skill needs and to fulfill our Federal mandates for improved opportunities for minority and women employees.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position is reduced as a result of the reassessment of training requirements. Three positions are reduced from the Minority Development Program. One temporary position equating to 0.5 FTE has been added to enter employee training information in the TRANSMIS system. Capital funds are included for video equipment and the Learning Center.

KEY DEPARTMENTAL OBJECTIVES

- o To increase the skills and knowledges of various groups of employees by maintaining an ongoing series of programs and continuing two training programs that prepare personnel for advancement within their departments.
- o To meet the training needs identified through training needs assessments completed in Fiscal Years 1984 and 1985.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

EMPLOYEE EDUCATION, TRAINING AND DEVELOPMENT: NO. 6300

KEY DEPARTMENTAL OBJECTIVES

- o To provide in-house seminars and identify and develop additional resources to meet the updated training needs of mid- and top-level managers.
- o To develop self-instructional programs needed for specialized training and career development, and continue development of a Learning Center for utilization of these programs.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

EMPLOYEE EDUCATION, TRAINING AND DEVELOPMENT: NO. 6300

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.25	0.50	2.75	107	44	0	151
SPECIALIZED TRAINING	3.25	0.00	3.25	99	173	0	272
CAREER DEVELOPMENT	7.75	0.00	7.75	225	96	0	321
MINORITY DEVELOPMENT	22.00	0.00	22.00	646	34	0	680
RETRAINING	0.75	0.00	0.75	27	12	0	39
TRAINING INNOVATIONS AND LEARNING CTR.	2.00	0.00	2.00	62	32	0	94
<b>TOTALS</b>	<b>38.00</b>	<b>0.50</b>	<b>38.50</b>	<b>1,166</b>	<b>391</b>	<b>0</b>	<b>1,557</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

EMPLOYEE EDUCATION, TRAINING AND DEVELOPMENT: NO. 6300

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$498	\$1,160	\$1,183	\$1,156
CONTRACT WAGES	0	0	0	10
TRAINING & OTHER FRINGE BENEFITS	223	328	440	342
SERVICES	0	13	66	33
MATERIALS & SUPPLIES	5	5	6	5
TRAVEL & OTHER MISCELLANEOUS	17	10	26	11
ALL OTHER EXPENSES	5	0	0	0
LABOR SUBTOTALS	498	1,160	1,183	1,166
NON-LABOR SUBTOTALS	250	356	538	391
LESS EXPENSE TRANSFERS	(2)	(33)	0	0
OPERATING TOTALS	746	1,483	1,721	1,557
CAPITAL TOTALS	NA	NA	391	396
DEPARTMENTAL TOTALS	NA	NA	\$2,112	\$1,953

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

DBE/WBE: NO. 6400

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	0	158	88	80	-9%
CAPITAL (\$000)	NA	NA	100	109	9%
TOTAL EXPENDITURES (\$000)	NA	NA	188	189	1%
PERSONNEL (FTE'S)	0.00	5.00	5.00	5.00	0%

The Office of DBE/WBE is responsible for ensuring the maximum utilization of disadvantaged and woman-owned businesses in all District contract and procurement activity as outlined in the DBE/WBE program.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To develop, implement and monitor a DBE/WBE program which conforms with applicable laws and regulations to ensure the maximum utilization of disadvantaged and woman-owned businesses in the District's contract and procurement activities (4.1).
- o To prepare bi-monthly an informational newsletter to solicit interest in the DBE/WBE Program and, thereby, increase DBE/WBE participation in District contract activities (4.1).
- o To increase participation of DBE/WBE firms in Metro Rail planning, design and construction (2.1, 4.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

DBE/WBE: NO. 6400

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	0.50	0.00	0.50	17	2	0	19
PROGRAM DEVELOPMENT & IMPLEMENTATION	0.50	0.00	0.50	20	0	0	20
OUTREACH AND TECHNICAL ASSISTANCE	1.00	0.00	1.00	37	4	0	41
METRO RAIL	3.00	0.00	3.00	106	0	(106)	0
TOTALS	5.00	0.00	5.00	180	6	(106)	80

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

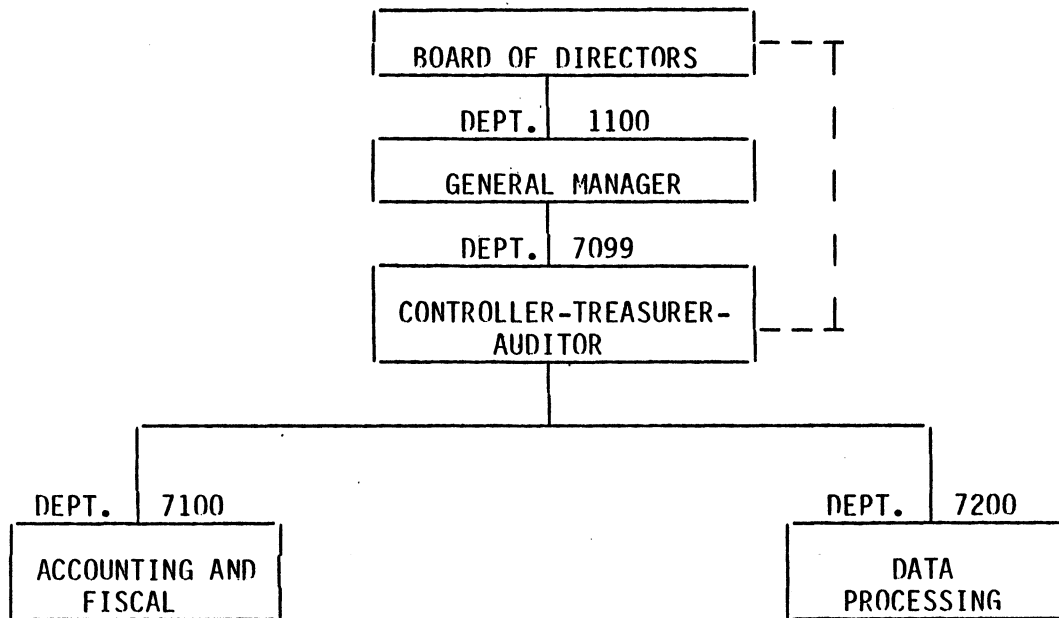
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

DBE/WBE: NO. 6400

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$0	\$157	\$176	\$180
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	1	1	1
SERVICES	0	7	0	0
MATERIALS & SUPPLIES	0	2	1	2
TRAVEL & OTHER MISCELLANEOUS	0	8	4	3
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	0	157	176	180
NON-LABOR SUBTOTALS	0	18	6	6
LESS EXPENSE TRANSFERS	0	(17)	(94)	(106)
OPERATING TOTALS	0	158	88	80
CAPITAL TOTALS	NA	NA	100	109
DEPARTMENTAL TOTALS	NA	NA	\$188	\$189

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

CONTROLLER-TREASURER-AUDITOR ORGANIZATION CHART





SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

CONTROLLER-TREASURER-AUDITOR: NO. 7099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	466	403	305	298	-2%
CAPITAL (\$000)	NA	NA	295	264	-11%
TOTAL EXPENDITURES (\$000)	NA	NA	600	562	-6%
PERSONNEL (FTE'S)	9.50	15.00	15.00	15.00	0%

The Controller-Treasurer-Auditor provides executive staff level supervision of the Accounting and Fiscal and Data Processing Departments. In addition, the Controller-Treasurer-Auditor provides support for the District's operating and capital plans and performs internal audit and investment management responsibilities.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for office equipment and Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To provide adequate cash at all times to meet the District's financial obligations.
- o To carry out the District's cash investment program, holding uninvested funds to less than 2% of available cash resources.
- o To perform at least nine Metro Rail-related contract compliance audits of cost contracts and time and materials contracts, with contract prices totaling approximately \$4 million (2.1).
- o To conduct at least six important internal audits.
- o To administer the employee deferred compensation program and the 401(K) thrift plan.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

CONTROLLER-TREASURER-AUDITOR: NO. 7099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	\$109	7	0	116
INTERNAL AUDIT	2.50	0.25	2.75	87	12	0	99
INVESTMENT MANAGEMENT	2.00	0.00	2.00	79	4	0	83
METRO RAIL	7.50	0.75	8.25	244	0	(244)	0
<b>TOTALS</b>	<b>14.00</b>	<b>1.00</b>	<b>15.00</b>	<b>519</b>	<b>23</b>	<b>(244)</b>	<b>298</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

CONTROLLER-TREASURER-AUDITOR: NO. 7099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$371	\$409	\$495	\$497
CONTRACT WAGES	2	20	22	22
TRAINING & OTHER FRINGE BENEFITS	1	4	2	6
SERVICES	150	24	20	1
MATERIALS & SUPPLIES	31	4	6	3
TRAVEL & OTHER MISCELLANEOUS	28	80	13	13
ALL OTHER EXPENSES	6	0	0	0
LABOR SUBTOTALS	373	429	517	519
NON-LABOR SUBTOTALS	216	112	41	23
LESS EXPENSE TRANSFERS	(123)	(138)	(253)	(244)
OPERATING TOTALS	466	403	305	298
CAPITAL TOTALS	NA	NA	295	264
DEPARTMENTAL TOTALS	NA	NA	\$600	\$562

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ACCOUNTING AND FISCAL: NO. 7100

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	2,875	3,144	3,032	3,288	8%
CAPITAL (\$000)	NA	NA	183	126	-31%
TOTAL EXPENDITURES (\$000)	NA	NA	3,215	3,414	6%
PERSONNEL (FTE'S)	114.00	107.00	103.00	114.00	11%

The Accounting and Fiscal Department is responsible for maintaining accurate fiscal records and summarizing, reviewing, and analyzing present and past financial transactions. Specifically, the Department prepares the District's financial reports; administers the District's payroll systems, including appropriate reporting to State and Federal agencies; handles the proper and timely payment of all District obligations; develops and implements accounting policies and practices to ensure internal control over revenues and expenditures; counts and deposits all revenues, including farebox revenue; and compiles and provides statistical data for management and user departments in meaningful financial reports.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

With the introduction of the new fare structure on July 1, 1985, Accounting and Fiscal will be responsible for handling an estimated 250% increase in dollar bills. Eleven positions are added to the cash counting operation to meet this requirement. Four positions were added during Fiscal Year 1985 to support cash counting. Four positions are reduced as result of the reduced service levels. Capital funds are included for furniture, office equipment and Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To implement fully integrated capital and operating budget and accounting systems (3.1.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ACCOUNTING AND FISCAL: NO. 7100

KEY DEPARTMENTAL OBJECTIVES

- o To meet 100% of all paydays without delays in payment.
- o To process and deposit farebox revenues daily and all other District monies within two working days of receipt.
- o To achieve the satisfactory completion of, and the implementation of enhancements to, accounting-related TRANSMIS components (3.1.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ACCOUNTING AND FISCAL: NO. 7100

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
PAYROLL	3.00	13.25	16.25	462	18	0	480
GENERAL ACCOUNTING/GRANTS	9.00	4.00	13.00	420	13	0	433
ACCOUNTS PAYABLE	2.00	16.00	18.00	454	17	0	471
CASHIER/CASH COUNTING	9.00	46.75	55.75	1,291	21	0	1,312
ADMINISTRATION	5.00	0.00	5.00	201	271	0	472
PREPAID REVENUE	0.00	5.00	5.00	117	3	0	120
METRO RAIL	1.00	0.00	1.00	27	0	(27)	0
<b>TOTALS</b>	<b>29.00</b>	<b>85.00</b>	<b>114.00</b>	<b>2,972</b>	<b>343</b>	<b>(27)</b>	<b>3,288</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ACCOUNTING AND FISCAL: NO. 7100

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$939	\$990	\$1,012	\$1,047
CONTRACT WAGES	1,743	1,877	1,699	1,925
TRAINING & OTHER FRINGE BENEFITS	10	10	21	21
SERVICES	115	264	274	277
MATERIALS & SUPPLIES	53	46	44	34
TRAVEL & OTHER MISCELLANEOUS	7	20	8	11
ALL OTHER EXPENSES	16	0	0	0
LABOR SUBTOTALS	2,682	2,867	2,711	2,972
NON-LABOR SUBTOTALS	201	340	347	343
LESS EXPENSE TRANSFERS	(8)	(63)	(26)	(27)
OPERATING TOTALS	2,875	3,144	3,032	3,288
CAPITAL TOTALS	NA	NA	183	126
DEPARTMENTAL TOTALS	NA	NA	\$3,215	\$3,414

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

DATA PROCESSING: NO. 7200

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	5,075	6,230	6,096	5,289	-13%
CAPITAL (\$000)	NA	NA	9,502	8,832	-7%
TOTAL EXPENDITURES (\$000)	NA	NA	15,598	14,121	-9%
PERSONNEL (FTE'S)	95.00	104.00	116.00	116.00	0%

The Data Processing Department is responsible for the development, maintenance and technical support of the computer activities which serve all District departments.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Operating funds are reduced since the budget for equipment maintenance and repair service is transferred to Non-Departmental: No. 0999. Capital funds are included to convert TRACS to a microcomputer application, acquire HASTUS-MICRO, provide for hardware leases, storage devices, development and implementation of TRANSMIS components and CCIS, and provide for Metro Rail-related and Automated Storage and Retrieval System-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To provide timely and efficient computer services through application of resources in computer operations, system programming and technical support, production control, data base administration, and equipment acquisition and installation.
- o To ensure that production systems are adequately supported.
- o To assure that system development projects are well-managed and responsive to user requirements.
- o To assist management and staff in developing applications on microcomputers (3.7).
- o To support timely decision-making by assisting management and staff in accessing the information on main-frame data bases (3.1.2).



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

DATA PROCESSING: NO. 7200

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
OPERATIONS/TECHNICAL SUPPORT	26.25	21.25	47.50	1,602	1,108	( 67)	2,643
ADMINISTRATION	2.00	0.00	2.00	113	27	0	140
TECHNICAL SYSTEMS & PROGRAMMING	18.00	10.00	28.00	813	336	(20)	1,129
APPLICATIONS SYSTEMS & PROGRAMMING	34.00	1.00	35.00	1,074	303	0	1,377
METRO RAIL	2.75	0.75	3.50	132	0	(132)	0
TOTALS	83.00	33.00	116.00	3,734	1,774	(219)	5,289

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

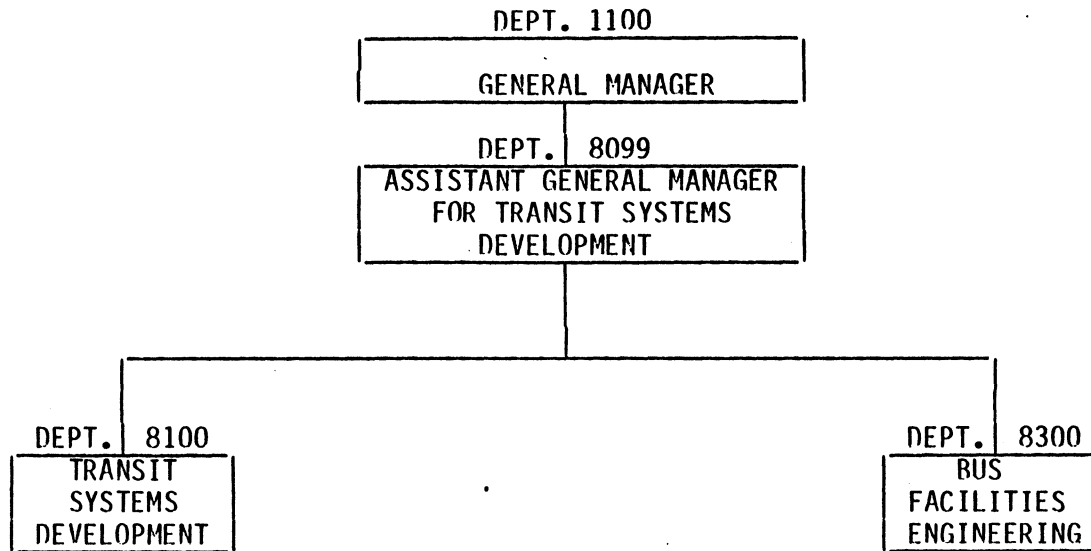
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

DATA PROCESSING: NO. 7200

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,895	\$2,380	\$2,507	\$3,001
CONTRACT WAGES	802	778	807	733
TRAINING & OTHER FRINGE BENEFITS	35	36	81	43
SERVICES	1,897	2,294	2,385	1,332
MATERIALS & SUPPLIES	256	401	311	251
TRAVEL & OTHER MISCELLANEOUS	43	60	45	42
ALL OTHER EXPENSES	220	325	173	106
LABOR SUBTOTALS	2,697	3,158	3,314	3,734
NON-LABOR SUBTOTALS	2,451	3,116	2,995	1,774
LESS EXPENSE TRANSFERS	(73)	(44)	(213)	(219)
OPERATING TOTALS	5,075	6,230	6,096	5,289
CAPITAL TOTALS	NA	NA	9,502	8,832
DEPARTMENTAL TOTALS	NA	NA	\$15,598	\$14,121

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

ASSISTANT GENERAL MANAGER FOR TRANSIT SYSTEMS DEVELOPMENT ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR TRANSIT SYSTEMS DEVELOPMENT: NO. 8099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	52	47	26	26	0%
CAPITAL (\$000)	NA	NA	60,083	89	-100%
TOTAL EXPENDITURES (\$000)	NA	NA	60,109	115	-100%
PERSONNEL (FTE'S)	2.00	2.00	2.00	2.00	0%

The Office of the Assistant General Manager for Transit Systems Development is charged with overseeing capital facilities and program development for both bus and rail transit activities. This encompasses all activities related to physical plant improvements, development of new systems and the responsibility for meeting all cost and schedule objectives developed for each activity.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds for the General Consultant contract for the Metro Rail Project are transferred to Transit Systems Development: No. 8100. Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To ensure completion of final design and start of construction according to the Metro Rail Project schedule (2.1).
- o To integrate similar design and construction activities within Bus Facilities and Transit Systems Development.
- o To manage and measure the performance of the Transit Systems Development and Bus Facilities Engineering Departments, in accordance with the goals and objectives contained in the Budget.
- o To monitor expenditures to maintain compliance with the Budget adopted by the Board of Directors.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ASSISTANT GENERAL MANAGER FOR TRANSIT SYSTEMS DEVELOPMENT: NO. 8099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
TRANSIT SYSTEMS DEVELOPMENT	1.50	0.00	1.50	84	0	( 84)	0
BUS FACILITIES	0.50	0.00	0.50	26	0	0	26
<b>TOTALS</b>	<b>2.00</b>	<b>0.00</b>	<b>2.00</b>	<b>110</b>	<b>0</b>	<b>(84)</b>	<b>26</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ASSISTANT GENERAL MANAGER FOR TRANSIT SYSTEMS DEVELOPMENT: NO. 8099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$112	\$103	\$105	\$110
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	0	0
SERVICES	0	0	0	0
MATERIALS & SUPPLIES	0	0	0	0
TRAVEL & OTHER MISCELLANEOUS	2	0	0	0
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	112	103	105	110
NON-LABOR SUBTOTALS	2	0	0	0
LESS EXPENSE TRANSFERS	(62)	(56)	(79)	(84)
OPERATING TOTALS	52	47	26	26
CAPITAL TOTALS	NA	NA	60,083	89
DEPARTMENTAL TOTALS	NA	NA	\$60,109	\$115

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSIT SYSTEMS DEVELOPMENT: NO. 8100

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	669	995	203	1,223	502%
CAPITAL (\$000)	NA	NA	212,488	128,830	-39%
TOTAL EXPENDITURES (\$000)	NA	NA	212,691	130,053	-39%
PERSONNEL (FTE'S)	83.50	98.50	158.50	146.50	-8%

The Transit Systems Development Department is responsible for the design and construction of a rapid rail transit system for the Los Angeles Regional Core.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The Fiscal Year 1985 Estimated amount includes non-work labor charges which were budgeted to be expense transferred. These labor charges are now expense transferred from Non-Departmental: No. 0999 as indirect costs. Twelve positions are reduced as a result of the reduced scope of the Metro Rail Project. Funds are included to update appraisal valuations and land management plans for all District-owned properties. Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To provide systems engineering and analysis support for final design and construction of the Metro Rail project (2.1.1).
- o To acquire real property interests and complete occupant relocations for certified property required for District Rail and Bus projects (2.1.3).
- o To complete Final Design and prepare bid documents for the Metro Rail Project from the yards and shops near Union Station to Wilshire/Alvarado Station (MOS-1) (2.1.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

TRANSIT SYSTEMS DEVELOPMENT: NO. 8100

KEY DEPARTMENTAL OBJECTIVES

- o To execute all remaining Master Agreements required for Project Construction (2.1.4).
- o To maintain and update on a quarterly basis a Financial Plan for the Metro Rail Project which is compatible with the Project Schedule.
- o To update appraisal valuations and land management plans for all District-owned properties, and provide feasibility analyses for the sale or lease of excess incremental interests in identified disposable properties.



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

TRANSIT SYSTEMS DEVELOPMENT: NO. 8100

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
SYSTEMS DESIGN AND ANALYSIS	32.00	0.00	32.00	1,426	0	(1,277)	149
TRANSIT FACILITIES	31.00	0.00	31.00	1,457	0	(1,309)	148
PROGRAM CONTROL	28.00	0.00	28.00	956	0	(810)	146
REAL ESTATE/METRO RAIL	22.25	0.00	22.25	811	0	(664)	147
CONSTRUCTION MANAGEMENT	14.00	0.00	14.00	643	0	(496)	147
ADMINISTRATION	11.00	4.00	15.00	462	0	(316)	146
REAL ESTATE/BUS FACILITIES	4.25	0.00	4.25	181	159	0	340
TOTALS	142.50	4.00	146.50	5,936	159	(4,872)	1,223

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

TRANSIT SYSTEMS DEVELOPMENT: NO. 8100

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$2,710	\$3,699	\$6,094	\$5,851
CONTRACT WAGES	32	55	0	85
TRAINING & OTHER FRINGE BENEFITS	0	0	0	0
SERVICES	1	0	69	155
MATERIALS & SUPPLIES	10	15	1	1
TRAVEL & OTHER MISCELLANEOUS	25	10	2	3
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	2,742	3,754	6,094	5,936
NON-LABOR SUBTOTALS	36	25	72	159
LESS EXPENSE TRANSFERS	(2,109)	(2,784)	(5,963)	(4,872)
OPERATING TOTALS	669	995	203	1,223
CAPITAL TOTALS	NA	NA	212,488	128,830
DEPARTMENTAL TOTALS	NA	NA	\$212,691	\$130,053

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

BUS FACILITIES ENGINEERING: NO. 8300

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	1,097	1,088	735	703	-4%
CAPITAL (\$000)	NA	NA	60,416	41,962	-31%
TOTAL EXPENDITURES (\$000)	NA	NA	61,151	42,665	-30%
PERSONNEL (FTE'S)	35.00	31.00	35.00	33.00	-6%

The Bus Facilities Engineering Department is responsible for all planning, design, and construction of improvements to District facilities not related to the Metro Rail Project. This includes major new facilities, as well as reconstruction and rehabilitation of existing facilities. In addition, this Department provides engineering support to Facilities Maintenance: No. 3500.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Two positions are reduced since the District is entering a period of stabilized bus operations and decreased facilities expansion. The Fiscal Year 1985 Estimated amount includes labor charges which were budgeted to be expense transferred. These labor charges are now expense transferred from Non-Departmental: No. 0999 as indirect costs. Capital funds are included for scheduled construction and renovation projects (e.g., CMF, Divisions 1, 2, 3, 5, 6, 9, and 12, Vernon Yard and Rimpau terminal).

KEY DEPARTMENTAL OBJECTIVES

- o To assure that adequate progress is made on the Central Maintenance Facility Project to allow completion of the project by October 1986 (2.2).
- o To complete construction of major improvements at Division 1 (2.4).
- o To complete 50% of the site work and service facility at Division 2 (2.5).
- o To complete design of various improvements at existing facilities in order to improve efficiency and safety (2.6).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

BUS FACILITIES ENGINEERING: NO. 8300

KEY DEPARTMENTAL OBJECTIVES

- o To assure that all construction and renovation projects are proceeding as planned and that projects are meeting the District's needs in terms of function, cost and schedule.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

BUS FACILITIES ENGINEERING: NO. 8300

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	4.00	0.00	4.00	158	18	0	176
CONSTRUCTION	10.00	0.00	10.00	455	107	(386)	176
DESIGN	10.00	0.00	10.00	496	201	(421)	276
PROJECT MANAGEMENT	4.00	0.00	4.00	178	11	(150)	39
DRAFTING	4.00	1.00	5.00	147	13	(124)	36
TOTALS	32.00	1.00	33.00	1,434	350	(1,081)	703

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

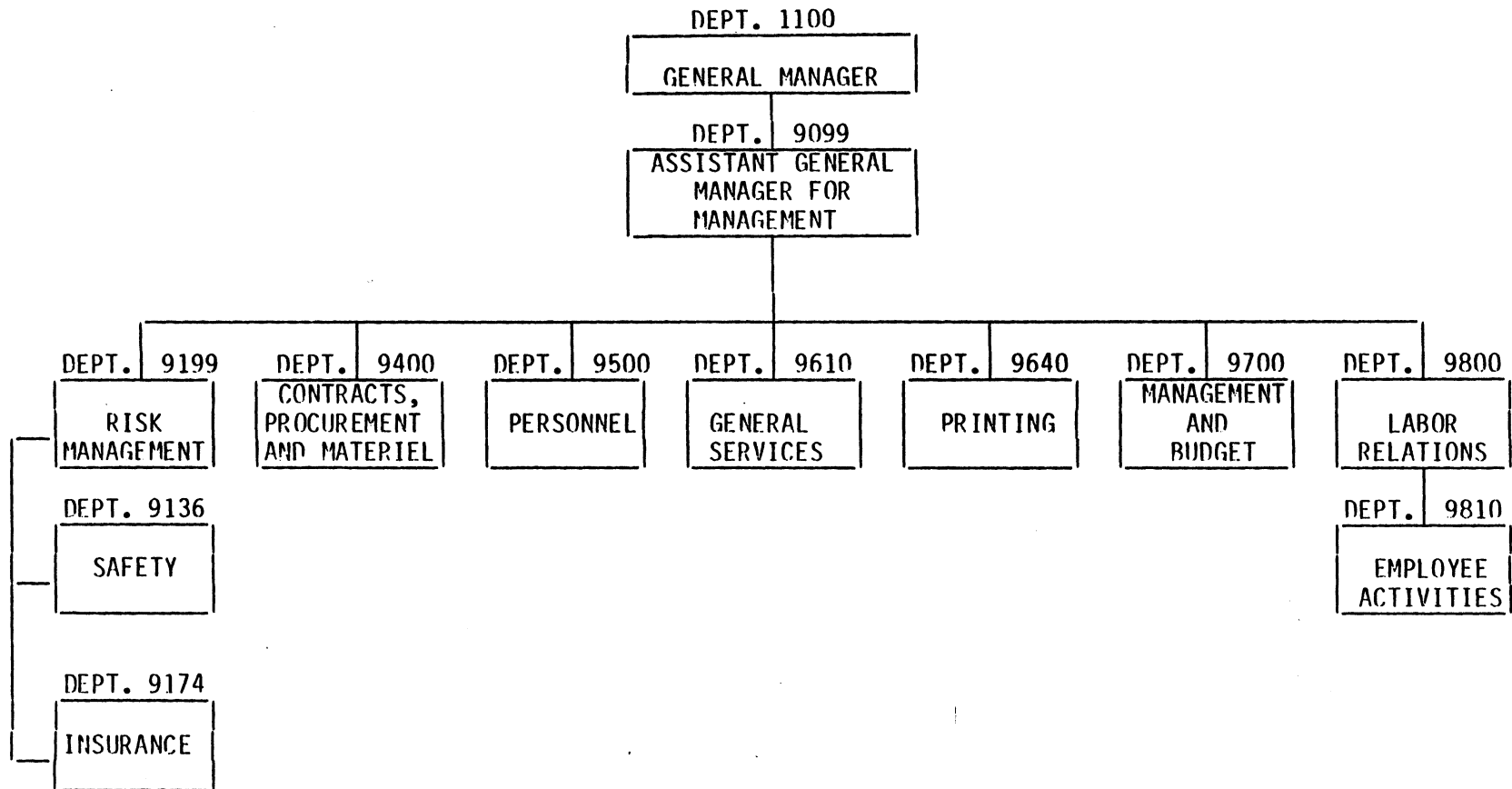
THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

BUS FACILITIES ENGINEERING: NO. 8300

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,281	\$1,308	\$1,398	\$1,419
CONTRACT WAGES	13	14	23	15
TRAINING & OTHER FRINGE BENEFITS	2	5	9	9
SERVICES	234	192	310	262
MATERIALS & SUPPLIES	55	25	58	40
TRAVEL & OTHER MISCELLANEOUS	40	24	39	39
ALL OTHER EXPENSES	18	0	0	0
LABOR SUBTOTALS	1,294	1,322	1,421	1,434
NON-LABOR SUBTOTALS	349	246	416	350
LESS EXPENSE TRANSFERS	(546)	(480)	(1,102)	(1,081)
OPERATING TOTALS	1,097	1,088	735	703
CAPITAL TOTALS	NA	NA	60,416	41,962
DEPARTMENTAL TOTALS	NA	NA	\$61,151	\$42,665

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

ASSISTANT GENERAL MANAGER FOR MANAGEMENT ORGANIZATION CHART



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

ASSISTANT GENERAL MANAGER FOR MANAGEMENT: NO. 9099

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	116	97	119	120	1%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	119	120	1%
PERSONNEL (FTE'S)	2.00	2.00	2.00	2.00	0%

The Office of the Assistant General Manager for Management is primarily responsible for carrying out the budget and administrative policies of the District, as established by the General Manager. Specifically, the position is responsible for the management and budget function, the contracts, procurement and materiel function, the general services function, the printing function, the personnel function, the employee relations function, and the risk management function.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

There are no significant changes planned.

KEY DEPARTMENTAL OBJECTIVES

- o To manage and measure the performance of Contracts, Procurement and Materiel; Personnel; General Services; Risk Management; Printing; Management and Budget; Labor Relations; and Employee Activities in accordance with the goals and objectives contained in the Budget.



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

ASSISTANT GENERAL MANAGER FOR MANAGEMENT: NO. 9099

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	112	8	0	120
TOTALS	2.00	0.00	2.00	112	8	0	120

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

ASSISTANT GENERAL MANAGER FOR MANAGEMENT: NO. 9099

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$100	\$92	\$106	\$112
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	0	0
SERVICES	0	1	0	2
MATERIALS & SUPPLIES	4	1	7	2
TRAVEL & OTHER MISCELLANEOUS	2	3	6	4
ALL OTHER EXPENSES	10	0	0	0
LABOR SUBTOTALS	100	92	106	112
NON-LABOR SUBTOTALS	16	5	13	8
LESS EXPENSE TRANSFERS	0	0	0	0
OPERATING TOTALS	116	97	119	120
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$119	\$120

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

SAFETY: NO. 9136

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	418	480	452	475	5%
CAPITAL (\$000)	NA	NA	27	13	-52%
TOTAL EXPENDITURES (\$000)	NA	NA	479	488	2%
PERSONNEL (FTE'S)	9.00	6.00	6.00	6.00	0%

The Safety Department oversees the District's safety programs to ensure compliance with regulations and to promote employee and public safety. The Department's responsibilities include monitoring safety performance and assessing operational errors and hazards, and developing and implementing accident prevention and loss control strategies for traffic accidents, passenger accidents and industrial accidents.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To conduct industrial hygiene programs with the goal of reducing Transportation industrial accidents to 7.0 per 100,000 hours, Equipment Maintenance industrial accidents to 9.0 per 100,000 hours, and traffic accidents to 4.5 per 100,000 miles (3.4.1, 3.4.2, 3.3).
- o To maintain comprehensive industrial hygiene programs conforming with State and Federal occupational safety and health regulations.
- o To meet Cal/OSHA facility and equipment inspection requirements with the goal of reducing occupational injuries (3.4.1, 3.4.2).
- o To collect, maintain and process safety information needed to support safety functions and programs.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

SAFETY: NO. 9136

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	80	89	0	169
INDUSTRIAL HYGIENE	0.50	0.00	0.50	16	138	0	154
SAFETY DATA MANAGEMENT	1.50	0.00	1.50	45	2	0	47
ACCIDENT INVESTIGATION	1.00	0.00	1.00	35	31	0	66
ASSURANCE TESTS AND INSPECTIONS	0.50	0.00	0.50	15	14	0	29
EMERGENCY PREPAREDNESS	0.25	0.00	0.25	7	3	0	10
METRO RAIL	0.25	0.00	0.25	13	0	(13)	0
TOTALS	6.00	0.00	6.00	211	277	(13)	475

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

SAFETY: NO. 9136

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$237	\$235	\$197	\$211
CONTRACT WAGES	2	0	0	0
TRAINING & OTHER FRINGE BENEFITS	1	4	4	4
SERVICES	73	133	174	172
MATERIALS & SUPPLIES	64	68	67	67
TRAVEL & OTHER MISCELLANEOUS	37	47	34	34
ALL OTHER EXPENSES	7	0	3	0
LABOR SUBTOTALS	239	235	197	211
NON-LABOR SUBTOTALS	182	252	282	277
LESS EXPENSE TRANSFERS	(3)	(7)	(27)	(13)
OPERATING TOTALS	418	480	452	475
CAPITAL TOTALS	NA	NA	27	13
DEPARTMENTAL TOTALS	NA	NA	\$479	\$488

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

INSURANCE: NO. 9174

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	2,536	295	332	277	-17%
CAPITAL (\$000)	NA	NA	10	0	-100%
TOTAL EXPENDITURES (\$000)	NA	NA	342	277	-19%
PERSONNEL (FTE'S)	7.00	7.00	7.00	7.00	0%

The Office of Insurance purchases, manages and administers the District's insurance programs and claims, including public liability and property damage, Workers' Compensation, and property damage subrogation programs.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

No significant changes are planned.

KEY DEPARTMENTAL OBJECTIVES

- o To review and monitor the public liability and property damage claims administrator to ensure claims made against the District are properly processed and paid at a cost not to exceed legal requirements.
- o To review and monitor the Workers' Compensation claims administrator to ensure injured employees receive all benefits they are entitled to, at a cost not to exceed State legal requirements (3.4.1, 3.4.2).
- o To increase by 5% the recovery of monies from negligent parties who damage District property.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

INSURANCE: NO. 9174

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
PUBLIC LIABILITY AND PROPERTY DAMAGE	0.75	0.00	0.75	26	2	0	28
WORKERS' COMPENSATION	3.25	1.00	4.25	134	31	0	165
ADMINISTRATION	0.50	0.00	0.50	19	5	0	24
PROPERTY DAMAGE SUBROGATION	1.50	0.00	1.50	51	9	0	60
TOTALS	6.00	1.00	7.00	230	47	0	277

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

INSURANCE: NO. 9174

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$194	\$210	\$224	\$210
CONTRACT WAGES	17	22	18	20
TRAINING & OTHER FRINGE BENEFITS	0	0	2	2
SERVICES	2,313	61	75	37
MATERIALS & SUPPLIES	2	2	7	2
TRAVEL & OTHER MISCELLANEOUS	6	5	6	6
ALL OTHER EXPENSES	4	0	0	0
LABOR SUBTOTALS	211	232	242	230
NON-LABOR SUBTOTALS	2,325	68	90	47
LESS EXPENSE TRANSFERS	0	(5)	0	0
OPERATING TOTALS	2,536	295	332	277
CAPITAL TOTALS	NA	NA	10	0
DEPARTMENTAL TOTALS	NA	NA	\$342	\$277



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

RISK MANAGEMENT: NO. 9199

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	0	0	61	83	36%
CAPITAL (\$000)	NA	NA	38	19	-50%
TOTAL EXPENDITURES (\$000)	NA	NA	99	102	3%
PERSONNEL (FTE'S)	0.00	0.00	2.00	2.00	0%

The Risk Management Department administers policy and serves as the primary decision-making authority for the District in matters of risk containment, insurance administration, and safety policies and procedures.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To develop and implement a management plan to promote loss containment.
- o To administer the Metro Rail Owner-Controlled Insurance Program (2.1).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

RISK MANAGEMENT: NO. 9199

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	1.75	0.00	1.75	79	4	0	83
METRO RAIL	0.25	0.00	0.25	19	0	(19)	0
TOTALS	2.00	0.00	2.00	98	4	(19)	83

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

RISK MANAGEMENT: NO. 9199

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$0	\$0	\$92	\$98
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	1	1
SERVICES	0	0	1	0
MATERIALS & SUPPLIES	0	0	1	1
TRAVEL & OTHER MISCELLANEOUS	0	0	2	2
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	0	0	92	98
NON-LABOR SUBTOTALS	0	0	5	4
LESS EXPENSE TRANSFERS	0	0	(36)	(19)
OPERATING TOTALS	0	0	61	83
CAPITAL TOTALS	NA	NA	38	19
DEPARTMENTAL TOTALS	NA	NA	\$99	\$102

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

CONTRACTS, PROCUREMENT, & MATERIEL: NO. 9400

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	4,075	4,727	4,544	4,901	8%
CAPITAL (\$000)	NA	NA	821	1,170	43%
TOTAL EXPENDITURES (\$000)	NA	NA	5,365	6,071	13%
PERSONNEL (FTE'S)	163.00	178.00	190.00	191.00	1%

The Office of Contracts, Procurement and Materiel has primary responsibility for the procurement and management of material resources within the District. Responsibilities include inventory control, contract administration, shipping/receiving, warehousing/distribution, salvage and surplus disposition, and capital assets management.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position was added during Fiscal Year 1985 to provide additional administrative support. Capital funds are included for non-revenue vehicles and equipment, Metro Rail-related support and the move to the new Central Maintenance Facility.

KEY DEPARTMENTAL OBJECTIVES

- o To assure certification of the District's procurement functions by the Urban Mass Transportation Administration.
- o To provide more efficient and cost effective acquisition of facilities, equipment, supplies and materials.
- o To review and revise, as needed, procurement procedures to effectively use all of the capabilities of the TRANSMIS I Materials Management System (3.7, 3.1.2).
- o To assure timely execution of contracts for the final design and construction phase of Metro Rail development (2.1).
- o To assure successful implementation and maintenance of Materials Management and Purchasing functions of TRANSMIS I (3.7, 3.1.2).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

CONTRACTS, PROCUREMENT AND MATERIEL: NO. 9400

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
PURCHASING ADMINISTRATION	1.50	0.00	1.50	71	29	0	100
PURCHASE CONTRACT MANAGEMENT	11.00	4.75	15.75	534	70	0	604
METRO RAIL CONTRACT MANAGEMENT	6.00	2.00	8.00	265	0	(265)	0
MATERIALS MANAGEMENT	12.50	137.00	149.50	3,627	98	0	3,725
TRANSMIS MANAGEMENT	9.00	0.00	9.00	304	44	0	348
SERVICE CONTRACT MANAGEMENT	5.00	2.25	7.25	111	13	0	124
<b>TOTALS</b>	<b>45.00</b>	<b>146.00</b>	<b>191.00</b>	<b>4,912</b>	<b>254</b>	<b>(265)</b>	<b>4,901</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

CONTRACTS, PROCUREMENT AND MATERIEL: NO. 9400

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,068	\$1,213	\$1,369	\$1,520
CONTRACT WAGES	2,826	3,214	3,174	3,392
TRAINING & OTHER FRINGE BENEFITS	4	10	40	40
SERVICES	18	54	47	37
MATERIALS & SUPPLIES	89	79	150	113
TRAVEL & OTHER MISCELLANEOUS	66	98	49	64
ALL OTHER EXPENSES	22	0	0	0
LABOR SUBTOTALS	3,894	4,427	4,543	4,912
NON-LABOR SUBTOTALS	199	241	286	254
LESS EXPENSE TRANSFERS	(18)	59	(285)	(265)
OPERATING TOTALS	4,075	4,727	4,544	4,901
CAPITAL TOTALS	NA	NA	821	1,170
DEPARTMENTAL TOTALS	NA	NA	\$5,365	\$6,071

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

PERSONNEL: NO. 9500

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	1,930	2,035	2,441	2,477	1%
CAPITAL (\$000)	NA	NA	106	49	-54%
TOTAL EXPENDITURES (\$000)	NA	NA	2,547	2,526	-1%
PERSONNEL (FTE'S)	56.25	60.00	60.00	55.00	-8%

The Personnel Department is responsible for administering the District's human resources programs in a cost-effective, efficient manner designed to attract, hire, motivate, retain, and care for high-quality employees. The major focus is to provide direct support to line managers to improve their performance, programs to improve employee productivity and morale, and programs to plan, develop, and implement state-of-the-art human resources management.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The Department reorganized the employment functions to operate in a more efficient manner and reduced two positions. One position was transferred from Employee Activities: No.9810 to prepare and publish the "Headway". One position was reduced during Fiscal Year 1985. Three temporary positions are reduced. Capital funds are included for micrographics equipment and Metro Rail-related support.

KEY DEPARTMENTAL OBJECTIVES

- o To maintain average vacancy filling time at 30 days or less.
- o To administer the Pay-for-Performance Program.
- o To prepare and issue necessary procedures for uniform implementation of human resources matters under the new labor agreements by June 30, 1986.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

PERSONNEL: NO. 9500

KEY DEPARTMENTAL OBJECTIVES

- o To issue new employee, retiree and dependent bus passes.
- o To administer the existing benefit plans in a timely manner while reviewing possible cost-effective benefit changes.
- o To publish "Headway" on a monthly basis.



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

PERSONNEL: NO. 9500

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	2.00	0.00	2.00	92	22	0	114
EMPLOYMENT	12.00	13.00	25.00	687	96	0	783
PENSION AND BENEFITS ADMINISTRATION	8.00	7.00	15.00	384	155	0	539
SPECIAL PROJECTS	11.00	1.00	12.00	418	623	0	1,041
METRO RAIL	1.00	0.00	1.00	35	0	(35)	0
<b>TOTALS</b>	<b>34.00</b>	<b>21.00</b>	<b>55.00</b>	<b>1,616</b>	<b>896</b>	<b>(35)</b>	<b>2,477</b>

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

PERSONNEL: NO. 9500

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$1,045	\$1,139	\$1,190	\$1,162
CONTRACT WAGES	442	384	476	454
TRAINING & OTHER FRINGE BENEFITS	59	96	8	8
SERVICES	260	343	648	711
MATERIALS & SUPPLIES	83	73	106	112
TRAVEL & OTHER MISCELLANEOUS	49	63	44	65
ALL OTHER EXPENSES	20	0	0	0
LABOR SUBTOTALS	1,487	1,523	1,666	1,616
NON-LABOR SUBTOTALS	471	575	806	896
LESS EXPENSE TRANSFERS	(28)	(63)	(31)	(35)
OPERATING TOTALS	1,930	2,035	2,441	2,477
CAPITAL TOTALS	NA	NA	106	49
DEPARTMENTAL TOTALS	NA	NA	\$2,547	\$2,526

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

GENERAL SERVICES: NO. 9610

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	1,771	2,001	1,856	2,463	33%
CAPITAL (\$000)	NA	NA	1,103	663	-40%
TOTAL EXPENDITURES (\$000)	NA	NA	2,959	3,126	6%
PERSONNEL (FTE'S)	81.00	84.00	89.50	94.00	5%

The General Services Department is responsible for the physical plant operation of the Administration Building and for the provision of related building services. The janitorial maintenance of all District facilities, intra-District and U.S. Mail services, automobile fleet management and maintenance of associated records, Administration Building parking, and cafeteria services are also under the jurisdiction of this Department.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Seven positions are transferred from Facilities Maintenance: No. 3500 for maintaining operator restrooms and terminals. One position is added to provide support for increased administrative responsibilities. Three positions are reduced as a result of the closure of Division 2. One Non-Contract As-Needed position, representing 0.5 FTE, is reduced. Capital funds are included for 60 replacement automobiles.

KEY DEPARTMENTAL OBJECTIVES

- o To inspect facilities quarterly and prepare a summary of inspections within two weeks after the end of a quarter.
- o To perform preventive maintenance and repair of janitorial equipment.
- o To reduce absenteeism by 20% by December 31, 1985.
- o To effect a 25% reduction in the subsidy to the employee cafeteria by September 30, 1985.
- o To eliminate scheduled overtime for maintenance of operator restrooms and terminals by December 31, 1985.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

GENERAL SERVICES: NO. 9610

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
ADMINISTRATION	3.00	1.00	4.00	114	5	0	119
ADMINISTRATION BUILDING OPERATION AND RELATED SERVICES	3.25	23.50	26.75	446	44	0	490
DIVISION, TERMINAL AND SATELLITE OFFICE MAINTENANCE	1.25	51.00	52.25	1,392	92	0	1,484
MAIL SERVICE	0.50	10.50	11.00	191	179	0	370
TOTALS	8.00	86.00	94.00	2,143	320	0	2,463

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

GENERAL SERVICES: NO. 9610

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$213	\$234	\$220	\$258
CONTRACT WAGES	1,255	1,457	1,422	1,885
TRAINING & OTHER FRINGE BENEFITS	4	3	7	4
SERVICES	41	58	37	24
MATERIALS & SUPPLIES	249	256	235	290
TRAVEL & OTHER MISCELLANEOUS	6	1	5	2
ALL OTHER EXPENSES	4	0	0	0
LABOR SUBTOTALS	1,468	1,691	1,642	2,143
NON-LABOR SUBTOTALS	304	318	284	320
LESS EXPENSE TRANSFERS	(1)	(8)	(70)	0
OPERATING TOTALS	1,771	2,001	1,856	2,463
CAPITAL TOTALS	NA	NA	1,103	663
DEPARTMENTAL TOTALS	NA	NA	\$2,959	\$3,126

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

PRINTING: NO. 9640

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	1,650	1,441	1,633	1,364	-16%
CAPITAL (\$000)	NA	NA	1,584	960	-39%
TOTAL EXPENDITURES (\$000)	NA	NA	3,217	2,324	-28%
PERSONNEL (FTE'S)	29.00	26.00	29.00	28.00	-3%

The Printing Department was established to provide a convenient, cost-effective printing service for routine and special printing needs. The Department is also responsible for maintaining all District convenience copiers.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

One position is reduced in anticipation of the efficiencies to be realized upon acquisition of new printing equipment. Capital funds are included for new and replacement printing and copying equipment.

KEY DEPARTMENTAL OBJECTIVES

- o To complete an average of 80% of quick copy requests with 24-hour turnaround.
- o To complete an average of 80% of printing requests by request date.
- o To implement complete guidelines and procedures for purchase, maintenance, use and replacement of convenience copiers throughout the District.
- o To implement and monitor the copier chargeback system.
- o To implement by September 30, 1985, a paper ordering procedure that will reduce inventory costs.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

PRINTING: NO. 9640

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
PRINTING	3.50	20.00	23.50	650	476	0	1,126
ADMINISTRATION	2.75	0.75	3.50	90	34	0	124
CONVENIENCE COPIER SERVICE	0.75	0.25	1.00	39	75	0	114
TOTALS	7.00	21.00	28.00	779	585	0	1,364

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

PRINTING: NO. 9640

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$193	\$261	\$233	\$247
CONTRACT WAGES	550	517	532	532
TRAINING & OTHER FRINGE BENEFITS	4	4	7	6
SERVICES	293	268	229	76
MATERIALS & SUPPLIES	603	388	712	500
TRAVEL & OTHER MISCELLANEOUS	3	3	5	3
ALL OTHER EXPENSES	4	0	0	0
LABOR SUBTOTALS	743	778	765	779
NON-LABOR SUBTOTALS	907	663	953	585
LESS EXPENSE TRANSFERS	0	0	(85)	0
OPERATING TOTALS	1,650	1,441	1,633	1,364
CAPITAL TOTALS	NA	NA	1,584	960
DEPARTMENTAL TOTALS	NA	NA	\$3,217	\$2,324



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

MANAGEMENT & BUDGET: NO. 9700

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	508	548	559	589	5%
CAPITAL (\$000)	NA	NA	0	15	NA%
TOTAL EXPENDITURES (\$000)	NA	NA	559	604	8%
PERSONNEL (FTE'S)	16.00	16.00	16.00	16.00	0%

The Office of Management and Budget is responsible for the preparation of annual operating and capital budgets and grant applications. These duties include planning and directing the budgeting process, advising departments of the availability of State and Federal funding and assisting departments in obtaining and using such funding. In conjunction with the preparation of budgets and grant applications, the Department is responsible for performance monitoring and reporting. The Office of Management and Budget also conducts special studies to analyze, with the intent of improving, District operations.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

Capital funds are included for microcomputer equipment.

KEY DEPARTMENTAL OBJECTIVES

- o To prepare a consolidated operating and capital budget (3.1.1).
- o To assure that the District's objectives are being met while maintaining a balanced budget by publishing the Quarterly Budget and Performance Report (4.3).
- o To assist in the preparation of financial requisitions to ensure the timely drawdown of grant funds within time frames imposed by other agencies.
- o To prepare a quarterly variance report (4.3).
- o To prepare quarterly Section 6 and 8 reports and quarterly progress reports for capital grants.
- o To review and make a recommendation on all personnel and major purchase requisitions (3.1.3).

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

MANAGEMENT AND BUDGET: NO. 9700

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
BUDGET DEVELOPMENT AND MONITORING	3.75	0.00	3.75	130	4	0	134
GRANTS DEVELOPMENT	1.75	0.00	1.75	57	2	0	59
PERFORMANCE MONITORING	2.00	0.00	2.00	69	2	0	71
GRANTS MANAGEMENT	4.00	0.00	4.00	133	4	0	137
ADMINISTRATION	2.50	0.00	2.50	108	9	0	117
SPECIAL STUDIES	2.00	0.00	2.00	69	2	0	71
TOTALS	16.00	0.00	16.00	566	23	0	589

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

MANAGEMENT AND BUDGET: NO. 9700

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$496	\$537	\$535	\$566
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	2	4	6	6
SERVICES	1	5	4	3
MATERIALS & SUPPLIES	8	9	9	9
TRAVEL & OTHER MISCELLANEOUS	4	7	5	5
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	496	537	535	566
NON-LABOR SUBTOTALS	15	25	24	23
LESS EXPENSE TRANSFERS	(3)	(14)	0	0
OPERATING TOTALS	508	548	559	589
CAPITAL TOTALS	NA	NA	0	15
DEPARTMENTAL TOTALS	NA	NA	\$559	\$604

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

LABOR RELATIONS: NO. 9800

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	243	305	339	325	-4%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	339	325	-4%
PERSONNEL (FTE'S)	6.00	6.00	6.00	6.00	0%

The Labor Relations Department is the primary labor negotiating arm of the District and as such maintains a close working relationship with the unions at all times. The Department guides all departments in the handling of grievances and discipline matters for union-represented employees, as well as Non-Contract employees. The Department will conduct orientation/training on labor contract administration and procedures with emphasis on the recently negotiated labor agreements. In addition, the Department will produce annotated versions of the agreements for all supervisors and management. Staff will also provide a monitoring function during the year to ensure that all Labor Contracts, Rules, District Policy and Regulations are managed effectively.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

There are no significant changes planned.

KEY DEPARTMENTAL OBJECTIVES

- o To conduct and coordinate grievance cases heard at third level.
- o To instruct and guide departments in the handling of grievances and discipline matters.
- o To issue prompt, consistent labor Contract and Non-Contract grievance procedure interpretations based on intent and precedent that protect the District's and employees' rights.
- o To prepare annotated versions of Labor Contracts and provide training on policies and procedures contained therein.
- o To ensure that the provisions of Section 13(c) of the Urban Mass Transportation Act are followed as required by grant contracts.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

LABOR RELATIONS: NO. 9800

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
THIRD LEVEL APPEALS	3.00	0.00	3.00	170	39	0	209
LABOR CONTRACT ADMINISTRATION	1.50	0.00	1.50	46	17	0	63
ADMINISTRATION	1.50	0.00	1.50	45	8	0	53
TOTALS	6.00	0.00	6.00	261	64	0	325

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

LABOR RELATIONS: NO. 9800

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$212	\$240	\$232	\$261
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	1	1	5	3
SERVICES	21	44	78	43
MATERIALS & SUPPLIES	2	15	11	10
TRAVEL & OTHER MISCELLANEOUS	7	9	13	8
ALL OTHER EXPENSES	0	0	0	0
LABOR SUBTOTALS	212	240	232	261
NON-LABOR SUBTOTALS	31	69	107	64
LESS EXPENSE TRANSFERS	0	(4)	0	0
OPERATING TOTALS	243	305	339	325
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$339	\$325

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

BUDGET SUMMARY

EMPLOYEE ACTIVITIES: NO. 9810

	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED	% CHANGE
OPERATING (\$000)	301	227	272	166	-39%
CAPITAL (\$000)	NA	NA	0	0	0%
TOTAL EXPENDITURES (\$000)	NA	NA	272	166	-39%
PERSONNEL (FTE'S)	3.00	3.00	5.00	4.00	-20%

The Employee Activities Department administers employee incentive and recreation programs for the District's employees, their families and retirees. In addition, the Department coordinates business travel for the Board and staff.

SIGNIFICANT CHANGES FROM FISCAL YEAR 1985

The Department will no longer be responsible for the publication of "Headway". This function and one position were transferred to Personnel: No. 9500 during Fiscal Year 1985.

KEY DEPARTMENTAL OBJECTIVES

- o To provide recreational opportunities for employees and their families at no direct cost to the District.
- o To conduct employee incentive award programs.
- o To coordinate all District travel activities.
- o To develop a District-wide travel policy by April 1, 1986.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
 FISCAL YEAR 1986 BUDGET

FUNCTIONAL BUDGET ANALYSIS

EMPLOYEE ACTIVITIES: NO. 9810

FUNCTION(S)	PERSONNEL (FTE'S)			OPERATING EXPENDITURES (\$000)			
	NON- CONTRACT	CONTRACT	TOTALS	LABOR	NON- LABOR	EXPENSE TRANSFER	TOTALS
EMPLOYEE RECREATION	2.25	0.00	2.25	61	0	0	61
EMPLOYEE RELATIONS	0.75	0.00	0.75	37	36	0	73
TRAVEL	1.00	0.00	1.00	26	6	0	32
<b>TOTALS</b>	<b>4.00</b>	<b>0.0</b>	<b>4.00</b>	<b>124</b>	<b>42</b>	<b>0</b>	<b>166</b>



SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

THREE YEAR EXPENSE CATEGORY COMPARISON (\$000)

EMPLOYEE ACTIVITIES: NO. 9810

EXPENSE CATEGORY	FY 1984 ACTUAL	FY 1985 ESTIMATED	FY 1985 BUDGETED	FY 1986 PROPOSED
NON-CONTRACT SALARIES	\$123	\$104	\$148	\$124
CONTRACT WAGES	0	0	0	0
TRAINING & OTHER FRINGE BENEFITS	0	0	2	2
SERVICES	36	35	75	1
MATERIALS & SUPPLIES	3	13	14	7
TRAVEL & OTHER MISCELLANEOUS	131	77	33	32
ALL OTHER EXPENSES	8	0	0	0
LABOR SUBTOTALS	123	104	148	124
NON-LABOR SUBTOTALS	178	125	124	42
LESS EXPENSE TRANSFERS	0	(2)	0	0
OPERATING TOTALS	301	227	272	166
CAPITAL TOTALS	NA	NA	0	0
DEPARTMENTAL TOTALS	NA	NA	\$272	\$166

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1986 BUDGET

GLOSSARY OF TERMS AND ABBREVIATIONS

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Part 6.0 contains a glossary of terms and abbreviations used throughout the Budget. This list should aid the reader in understanding the Budget document.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1985 BUDGET

GLOSSARY OF TERMS AND ABBREVIATIONS

ATU - Amalgamated Transit Union: Represents the District's Mechanics and other Maintenance employees.

Article XIX - Approved by voters in 1974, this California State legislation provides a portion of gasoline excise taxes for transit guideway construction.

Articulated - A two-part bus which bends in the middle.

As-needed - A temporary Non-Contract employee or position.

BRAC - Brotherhood of Railway, Airline, and Steamship Clerks: Represents the District's clerical and related support personnel.

CBD - Central Business District: The downtown Los Angeles area, between the Harbor, Santa Monica and Santa Ana Freeways.

CCIS - Computerized Customer Information Service: Computer software that assists the District's Telephone Information Clerks in responding to inquiries about routes and schedules.

Centers Concept - The City of Los Angeles' adopted land-use design concept in which high intensity employment activities and housing are concentrated in areas known as centers.

CMF - Central Maintenance Facility.

Citizens Panel on Transit Development - A group of local citizens in a particular neighborhood who provide input into the development of District programs and proposals. There is at least one citizen panel in each of the ten sectors within the District's service area.

Coach - Bus.

COPICS - Communication Oriented Production Information and Control System: A software package to monitor inventory control, engineering and production data control, planned maintenance, master production schedule planning, and cost planning and control.

CTC - California Transportation Commission.

DBE - Disadvantaged Business Enterprise: A business owned by a member of a protected minority class.

EEO - Equal Employment Opportunity.

Estimated - Estimated expenditures for Fiscal Year 1985 throughout this Budget represent actual expenditures through April 1985 annualized.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1985 BUDGET

GLOSSARY OF TERMS AND ABBREVIATIONS  
(CONTINUED)

Expense Transfer - Mechanism by which expenditures are re-allocated from the operating budget to the capital budget. For Fiscal Years 1985 and 1986 this is used only for salaries related to capital projects.

Extra - An employee temporarily utilized in a position other than his/her usual classification.

FTE - Full Time Equivalent: Personnel equivalent to one full time employee, e.g., two part-time Operators represent one full-time equivalent.

HASTUS - Horaires et Assignations d'un Systeme de Transport Urbain et Semi-Urbaine (French): A software package to create Bus Operator assignments from existing bus schedules using mathematical optimizing techniques.

H.R. 6211 - Known as the Surface Transportation Assistance Act of 1982, H.R. 6211 authorizes the expenditure of funds for national mass transportation programs for Federal Fiscal Years 1983 through 1986.

LACTC - Los Angeles County Transportation Commission.

Non-Contract - An employee not represented by any labor union.

Non-Revenue Equipment - Vehicles other than passenger carrying buses.

OWP - Overall Work Program: The regionally approved program of projects for a fiscal year which UMTA has approved for partial funding.

Peak Bus - Bus required for service during AM or PM rush hours.

Proposition A - A ballot measure passed by Los Angeles County voters in 1980 establishing a half cent sales tax for certain public transportation outlays.

QBPR - Quarterly Budget and Performance Report: Tracks and reports District performance on a variety of significant performance indicators.

RTS - Rapid Transit Series: Bus model produced by General Motors.

Revenue Equipment - Passenger carrying buses.

Revenue Vehicle Service Hour - Scheduled hours of bus operation excluding hours traveling to and from Divisions and between lines.

R.O.W. - Right-of-Way: Real property, and interests therein, acquired by the District.

Section 13 (c) - A section of the Urban Mass Transportation Act of 1964, as amended, protecting certain labor groups.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT  
FISCAL YEAR 1985 BUDGET

GLOSSARY OF TERMS AND ABBREVIATIONS  
(CONTINUED)

Section 401 (k) - A section of the Internal Revenue Code establishing a deferred compensation plan newly available to District employees.

Section 504 - A section of the Rehabilitation Act of 1973 regulating public transportation accessibility for elderly and handicapped patrons.

Section 6 - A section of the Urban Mass Transportation Act of 1964, as amended, providing funds for Research and Demonstration Projects.

Section 8 - A section of the Urban Mass Transportation Act of 1964, as amended, providing funds for Technical Studies.

Section 9 - A section of the Surface Transportation Assistance Act, providing federal funds for both capital and operating purposes through a formula block grant program.

TIP - Transportation Improvement Program: A five-year programming plan produced annually in accordance with UMTA requirements.

TOS - Transit Operations Supervisor.

TPOA - Transit Police Officers Association: Represents the District's sworn peace officers.

TRACS - Transit Automated Control System: An integrated on-line project information system to control budgets, schedules and procurements.

TRANSMIS - Transit Management Information System: A comprehensive hardware and software development project.

Title VI - A portion of the Civil Rights Act of 1964 guaranteeing non-discrimination in service delivery.

UMTA - Urban Mass Transportation Administration.

UPWP - Unified Planning Work Program: An UMTA term which refers to the document known locally as the Overall Work Program.

UTU - United Transportation Union: Represents Bus Operators and Schedule Makers and Checkers.

Voice Response System - System which, in conjunction with CCIS allows Telephone Information Clerks to transfer callers to computerized "voice" which gives an appropriate response.

WBE - Women Business Enterprise: A business owned by a female.

Zone - A location along a public street used exclusively for passengers boarding and alighting from public buses.