



Greater Cleveland  
Regional Transit Authority

1240 West 6th Street  
Cleveland, Ohio 44113-1302  
Phone: 216-566-5100  
riderta.com

## MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on **Tuesday, December 21, 2021** in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon.

This meeting will be live-streamed on RTA's Facebook page ([www.facebook.com/rideRTA](http://www.facebook.com/rideRTA)) for staff and members of the public. Members of the public may also attend in-person. Based on Centers for Disease Control (CDC) guidance to continue to avoid large events and gatherings and Ohio Department of Public Health advice that businesses and other entities may continue to require mitigation measures, as well as RTA's interest in protecting community and employee health and safety, the following measures will be in place for in-person attendance:

1. To allow for social distancing, RTA Board Room capacity is limited to forty-four (44) people. To accommodate members of the public, RTA will limit the number of staff permitted in the Board Room.
2. All persons entering RTA's Main Office Building ("MOB") at 1240 West 6<sup>th</sup> Street are required to wear a mask/face covering and maintain a distance of six feet or more from other individuals who are not members of their family or household. The mask/face covering must be cloth or other fabric and worn to cover the person's nose, mouth and chin. If a person entering the building does not have a mask, one can be provided to them.
3. All persons entering RTA's MOB will be temperature screened for COVID-19 in accordance with guidance provided by the CDC and the Cuyahoga County Board of Health. If the screening indicates that the person may be infected with COVID-19, that individual will be denied entry.

The meeting package will be posted on RTA's website at ([www.riderta.com/board](http://www.riderta.com/board)), on RTA's Facebook page, and RTA's Twitter page.

9:00 A.M. Board of Trustees – agenda attached.

  
India L. Birdsong  
General Manager, Chief Executive Officer

ILB:tab  
Attachment



## AGENDA

RTA Board of Trustees Meeting

Tuesday, December 21, 2021

9:00 a.m.

- I. Call to order
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Approval of the November 16, 2021 Board Meeting minutes
- V. Public comments (**2 minutes**) on **agenda items** can be made in person or phoned in using the dial in information:  
  
Phone: 440-276-4600
- VI. Board Governance Committee report
- VII. Operational Planning & Infrastructure Committee report
  - Chair: Mr. Terence P. Joyce
- VIII. Organizational, Services & Performance Monitoring Committee report
  - Chair: Mayor Michael P. Byrne
- IX. Audit, Safety Compliance and Real Estate Committee report
  - Chair: Karen Gabriel Moss
- X. External and Stakeholder Relations and Advocacy Committee report
  - Chair: Valarie J. McCall
- XI. Community Advisory Committee (CAC)
  - Board Liaison: Roberta Duarte
- XII. Ad Hoc Committee reports
  - Ad Hoc Paratransit Committee – President Charles P. Lucas, Chair
  - Ad Hoc Technology Committee – Luz Pellet, Chair
- XIII. Introduction of new employees and announcement of promotions
- XIV. Introduction of resolutions:

- A. 2021-106 – Authorizing Contract No. 2021-071 with the Segal Company (Midwest), Inc. DBA Segal to provide a compensation study for a total contract amount NTE \$170,000.00 (General Fund, Human Resources Department budget)
- B. 2021-107 – Authorizing Contract No. 2021-176 with MNJ Technologies Direct, Inc. to provide laptop computers, docking stations and desktop computers, as specified, in an amount not to exceed \$494,722.00 (RTA Development Fund, Innovation and Technology Department budget)
- C. 2021-108 – Amending Section 460.03 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- D. 2021-109– Amending Chapter 297 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- E. 2021-110– Repealing Chapter 852 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- F. 2021-111– Amending appropriations for the current expenses and other expenditures for the Greater Cleveland Regional Transit Authority, as adopted in Resolution Nos. 2020-101, 2021-019, 2021-064 and 2021-074 and increasing the transfer to the Reserve Fund by \$85,000,000
- G. 2021-112– Making appropriations for the current expenses and other expenditures for the Greater Cleveland Regional Transit Authority during Fiscal Year (“FY”) 2022
- H. 2021-113 – Amending budget appropriations for the FY 2022 Capital Improvement Fund budget to provide for an increase of \$34,200,000
- I. 2021-114– Authorizing the establishment of a three-year Overall Annual Goal for Disadvantaged Business Enterprise (DBE) participation in the Authority’s federally funded contract procurement opportunities for Federal Fiscal Years 2022 thru 2024, and it’s submission to the Federal Transit Administration
- J. 2021-115 – Authorizing the purchase of property insurance from various insurance underwriters through AON Risk Services Northeast, Inc. for a period of twelve (12) months for a total contract amount not to exceed \$1,183,061.00 (General Fund, Risk Management Department budget)
- K. 2021-116 – Authorizing a salary adjustment for Anthony A. Garofoli, Executive Director of Internal Audit

XV. Secretary-Treasurer's Report:

- A. General Fund Revenue – status as of November 30, 2021 versus 2020 actuals
- B. General Fund Revenue – status as of November 30, 2021 versus the 2021 budget
- C. Sales & Use Tax Receipts Report budgeted during 2021, actual receipts through December 2021
- D. Inventory of Treasury Investments as of November 30, 2021
- E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of November 30, 2021
- F. Summary of Investment Performance, Year to Date through November 30, 2021
- G. Report on Investment Earnings (cash basis) as of November, 2021
- H. Composition of Investment Portfolio as of November 30, 2021
- I. Banking and Financial Relationships as of November 30, 2021

XVI. General Manager's Report

XVII. President's Report

XVIII. Old Business

XIX. New Business

- XX. Public comments (**2 minutes**) on **non-agenda items** can be made in person or phoned in using the dial in information:

Phone: 440-276-4600

- XXI. The next regular Board meeting is scheduled for **Tuesday, January 25, 2022** in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live-streamed on RTA's Facebook page ([www.facebook.com/rideRTA](http://www.facebook.com/rideRTA)) for staff and members of the public.

XXII. Adjournment

## Minutes

### RTA Board of Trustees Meeting

10:09 a.m. November 16, 2021

**Present:** Lucas (Chair), Moss (Vice-Chair), Byrne, Duarte, Koomar, McCall, Pellot, Serrano, Weiss

**Not present:** Joyce

**Staff:** Benford, Birdsong, Caver, Dangelo, Freilich, Garofoli, Gautam, Johnson, Kirkland, Krecic, Miller, Mothes, Petit, Schipper, Sutula, Talley, Togher, Walker-Minor,

**Public:** Gibbons, Loh, Pinkney-Butts, Rodriquez

President Lucas called the meeting to order at 10:09 a.m. The secretary called the roll and reported that nine (9) board members were present.

This meeting was live-streamed on RTA's Facebook page ([www.facebook.com/rideRTA](http://www.facebook.com/rideRTA)) for staff and members of the public. Based on Centers for Disease Control guidance to continue to avoid large events and gatherings and Ohio Department of Public Health advice that businesses may continue to require mitigation measures, as well as RTA's interest in protecting community and employee health and safety, several measures were put in place for in-person attendance, which are spelled out on the meeting notice. The public was allowed to attend the meeting in-person.

The Secretary advised that notice of this meeting have been posted more than twenty-four hours in advance of the meeting, that the usual notification has been given the news media and other interested persons, and that all requirements of the Ohio Revised Code and Rules and Bylaws of this Board regarding notice of meeting have been complied with.

#### Minutes

President Lucas stated that the minutes from the October 26, 2021 Board meeting had been previously distributed and reviewed, and asked whether there were any additions and/or corrections. There were no corrections. The minutes were approved.

Rev. Lucas attended the APTA Annual Conference in Orlando, FL on behalf of RTA and the Board. He will share information he brought back with staff. He thanked the staff for their support and Vice President Moss for approving his trip.

#### Public Comments – Agenda Items (comments were submitted in-person and by phone)

1. Rev. Pamela Pinkney-Butts – Cleveland, OH – She is the former chaplain for the East Cleveland Chapter of League of Women Voters and the former chaplain for Black on Black Crime Inc. She is the founder for the Heterosexual International Clergy Alliance. She is concerned with all the agenda items. She asked for more information about Resolution Numbers 100, 101 and 103. Who are the contractors and how are they affecting our community through public transit. Who made the NextGen name decision. The voters need to have input.
2. Hayes Rowan – Cleveland, OH – He asked if the Board considered the bus idling policy and practices and public records request of bus and CCTV when there is operator misconduct. He ask for the baby stroller policy to be reviewed and enforced and for an ergonomics audit of paratransit coaches and minivans. Ms. Birdsong asked for the Operations staff to review and get back to Mr. Rowan about the outcome.

Committee Reports

There were no reports.

Community Advisory Committee (CAC)

There were no reports.

Ad Hoc Committee Reports

Ms. Pellot said the Ad Hoc Tech Committee would meet Nov. 18 at 5 p.m.

Introduction of New Employees/Promotions

New Hires:

1. Heath Bowman – Transportation Safety Specialist
2. Wayne Colonna – Risk Analyst II
3. Tyronne Bailey – Operator
4. Sherrelle Scott – Talent Management Coordinator
5. Delfin Figueroa – Signal Technician
6. Bilesha Herndon – Laborer
7. Latrice Hauser – Operator
8. Timothy Chatmon – Laborer
9. Otmane Elansari – Electrical Equipment Maintainer
10. David Skillern – Janitor
11. Michael Oswald – Operator
12. Sir Baron Williams – Operator
13. Harold Hansbro – Laborer
14. Tareckia Hudson – Operator
15. Manletoe Hurt – Operator
16. Sonja Bivens – Operator
17. Arthemus Herndon – Operator
18. Justin Sims - Operator

Promotions:

1. Amy Snell – Senior Planner

Introduction of Resolutions:

- A. 2021-100 – Authorizing a change order to exercise an option under Contract 2020-071 with Gillig, LLC for the purchase and delivery of up to 20, 40-ft. low floor CNG coaches, as specified, for a price not to exceed \$11,211,397.40 (RTA Development Fund, Fleet Management Department budget), the adoption of which was moved by Mr. Serrano, seconded by Chief McCall and approved by unanimous vote.
- B. 2021-101 – Authorizing Contract No. 2021-098 with Brokaw, Inc. to provide advertising services for a period of one year in an amount not to exceed \$850,000.00, with two, one-year options in an amount not to exceed \$850,000.00 for each option year, for a total contract amount not to exceed \$2,550,000.00 (General Fund, Administration & External Affairs Department budget), the adoption of which was moved by Chief McCall, seconded by Mayor Koomar and approved by unanimous vote.

**2021-102** – this resolution was pulled and will be presented at a later date. It is under going a Procurement technical review.

- C. 2021-103 – Authorizing Contract No. 2021-105 with Harsco Rail, LLC to provide an Occupied Zone Warning System for a total contract amount NTE \$335,000.00 (RTA Development Fund, Engineering and Project Development Department budget), the adoption of which was moved by Mr. Serrano seconded by Ms. Pellot and approved by unanimous vote.
- D. 2021-104 – Authorizing Contract No. 2021-164 with CBTS, LLC DBA CBTS Technology Solutions, LLC to provide Next Generation Telephone Service for a base one-year period in an amount not to exceed \$205,000.00, with two one-year options in amounts not to exceed \$205,000.00 per option year, for a total contract amount not to exceed \$615,000.00 through the State of Ohio, Department of Administrative Services Cooperative Purchasing Program (General Fund, Innovation and Technology Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mayor Byrne and approved by unanimous vote.
- E. 2021-105 – Authorizing Contract No. 2021-165 with Computer Sciences Corporation, a DXC Technology Company to provide Riskmaster to assure claims migration, software, and services in an amount NTE \$114,870.00 for base year one, and in an amount not to exceed \$59,077.00 for each of the two additional years, for a total contract amount NTE \$233,024.00 for the three-year period (RTA Capital and General Funds, Innovation and Technology Department budget), the adoption of which was moved by Mayor Byrne, seconded by Chief McCall and approved by unanimous vote.

#### Secretary-Treasurer's Report

Rajan Gautam, Deputy General Manager of Finance and Secretary-Treasurer, gave the report. The unemployment data for Cuyahoga County and Ohio compared to the U.S is from the Bureau of Labor Statistics. September 2021, the U.S. rate dropped from 5.2% to 4.8%. The Ohio rate remained at 5.4%. The county rate dropped to 4.9%. In October, the U.S. rate dropped to 4.6%, which has been the lowest in nearly two years. Ridership still remains low compared to pre-COVID levels. The 2021 ridership was steady from May to July and increased by 8% in August and September when compared to the previous month. October ridership decreased by 11.9% when compared to 2020. YTD ridership is 14.3% below 2020 levels.

Passenger fares (PF) and sales tax represent the largest source of revenue. PF has increased by 5% in October. YTD passenger fares are 14.1% lower than 2020. Sales tax has remained strong. November receipts, which is based on August activity, is 18.9% higher than November 2020. YTD we are 13.9% higher than 2020. Of the sales tax base, 18 of 23 categories are positive. Comparing November 2021 to November 2020, motor vehicles and watercrafts was 6.8% higher. Online sales are 36.4% higher. Regular and statewide sales were 23.2% higher. This is the fourth consecutive month where liquor receipts were less than the previous year at 9.9% less than November 2020. YTD liquor sales are 12.4% higher than last year.

Through October 2021 CRRSAA funds of \$67.4 million are fully drawdown. ARP funds of \$54.8 million has been drawn down and \$81.3 million will be drawn down in 2022. Federal stimulus funds for the Operating budget is \$98.8 million. Unfunded capital projects is \$152.2 million and Debt reduction is \$60 million totaling \$315 million. Mayor Weiss asked if the unfunded capital projects have not been funded. Is this the last piece from the 2022 budget? Mr. Gautam said back in May

2021 when the Board approved the CIP, unfunded and underfunded projects were identified for \$344 million. This became a strategic effort to say how the funds will be used. The \$156 million was allocated to further reduce the number. They will accomplish this by the reduction in the preventative maintenance dollars/capital funds we were permitted to use to support operations ranging from \$15 million - \$20 million a year. The commitment included no more than \$1 million, which is largely reserved to close out some grants, etc. A significant amount of those dollars will be used to address the unfunded capital projects.

#### General Manager/CEO Report

India Birdsong, General Manager/CEO, presented the report. RTA has a vaccination incentive program for employees to ensure the staff is healthy. The program will provide \$500 to employees who submit a valid vaccination card through Dec. 31, 2021. The plan is to boost the vaccination rate during the holiday season and cold/flu season. Participation doubled once the incentive program was announced. To date 958 vaccine cards were reported. This is not a vaccine mandate. Currently 281 COVID cases have been reported since March 2020. Moreover, 262 employees have returned to work. We have 2,300 employees. There were spikes during the winter months in quarter four last year. The mobile vaccine bus will rotate through the districts to give vaccines. Hayden District had 54 vaccines given in one day.

Staff attended an information exchange with the Port Authority in Pittsburgh, PA. They met with Katharine Kelleman, CEO & Mike Heidkamp, COO. They looked at their rail operation and busway and historic Incline Wheelhouse. They talked about hiring practices and labor practices. They are in negotiations with their labor unions as well. They visited RTA's operations a few months ago. The Holiday Train will return this year. The Holiday Trolley will be new this year during the Holiday Lighting, Nov. 27 at Public Square for Winter Fest. An ad campaign called The Month of Merry running Nov. 15 – Dec. 23 is supposed to re-engage customers. There will be radio, social media and ads on RTA assets. There will also be prizes for an online quiz.

The Opportunity Corridor ribbon cutting was held recently. This is a new roadway from E. 105 to E. 55<sup>th</sup>. Several leaders attended including Mayor Frank Jackson and Dr. Marchbanks of ODOT. Dr. Marchbanks also visited our rail facility. RTA is part of the mission and vision for the greater Cleveland area. RTA completed station construction on several stations in the corridor. Staff attended a ground breaking for Woodhill Homes with several city and federal leaders. These type of projects are paramount in connecting RTA with the community.

The Employee Workplace Experience survey was administered Sept. 7 through October 1, 2021. Nearly 900 employees responded, a 50% increase over 2020. The results will be used to develop programs in 2022. There are areas of improvement for supervisor, investment in employees and programs. APTA awarded RTA with the 2021 Rail COVID-19 Gold Award for the use of the Moonbeam 3 disinfecting technology. RTA was one of the first to use it on public transit. It is canine friendly and no liquids are dispersed during its use.

#### President's Report

President Lucas witnessed RTA receiving the APTA Gold Award. He requested it be brought to a Board Meeting.

#### Old Business

The Board reviewed the proposed 2022 Board and Committee Meeting schedule and moved to approve the dates.



Public Comments – Non-Agenda Items (comments were submitted in-person and phone)

1. Rev. Pinkney-Butts – She ask that the cameras be checked on the vehicles. She ask that the Superior rapid be checked for updates. How long will people ride free on the train. We're spending too much money policing and not getting people to places safely.
2. Larry Rodriguez – He is a member of NOBLE. Paratransit operators are not being given lunch breaks. They are essential to our mobility and independence.
3. Loh – RTA should use a webform for people who can't submit public comments or having technical difficulties. RTA should consider using YouTube for meetings. The County uses Zoom and YouTube to livestream. Are all the buses taking people where they need to go. Sherwin Williams and NextConnects will change the routes. We need to level up our customer service.
4. Brian Gibbons – He is a member of CPT and rides the #22. He suggested RTA consider having meetings in the evening for those who can't attend early meetings.
5. Hayes Rowan – He asked for a response to buses idling and the stroller policy. Ms. Birdsong stated that staff would follow up.

Upcoming Meetings

The next regular Board meeting is scheduled for Tuesday, December 21, 2021 in the Board Room of the Authority, Root-McBride Building, and 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live streamed on RTA's Facebook page for staff and members of the public at [www.facebook.com/riderta](http://www.facebook.com/riderta) The public is allowed to attend in-person.

The meeting was adjourned at 10:57 a.m.

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President

Attest: \_\_\_\_\_  
Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> COMPENSATION STUDY <b>VENDOR:</b> THE SEGAL COMPANY (MIDWEST), INC. DBA SEGAL <b>AMOUNT:</b> NTE \$170,000.00	<b>Resolution No.:</b> 2021-106
	<b>Date:</b> December 16, 2021
	<b>Initiator:</b> Human Resources
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract to provide a comprehensive compensation study.

2.0 **DESCRIPTION/JUSTIFICATION:** Approximately 320 of the Authority's 2,200 employees are categorized as non-bargaining in various management, professional, technical and administrative positions. Positions are graded on a point-factor system that was originally designed and implemented in 1995. This system has not been reviewed since its inception, leading to an outdated compensation structure and lack of attention to special market challenges, such as technical or other high demand positions. The salary ranges have been updated only sporadically over the past several years due to budget constraints, leading to limited salary growth for existing employees and inability to attract new talent.

3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (RFP) was posted on the GCRTA Procurement web site on May 24, 2021 and advertised in the local newspapers. Notifications were sent to four potential proposers. Nineteen interested parties downloaded the solicitation and two proposals were received on July 9, 2021.

After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, the proposal of The Segal Company (Midwest), Inc. dba Segal to provide a comprehensive compensation study in a negotiated amount not to exceed \$170,000.00, was determined to be the most advantageous to the Authority, price and all other factors considered.

A cost analysis was performed and the Procurement Department has determined that the price is fair and reasonable to the Authority.

4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.

5.0 **POLICY IMPACT:** Does not apply.

6.0 **ECONOMIC IMPACT:** This procurement shall be funded through the General Fund, Human Resources Department budget, in a total amount not to exceed \$170,000.00.

7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would prevent or delay the Authority from updating its compensation and salary administration for non-bargaining employees.

- 8.0 RECOMMENDATION: This procurement was discussed at the December 7, 2021 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of The Segal Company (Midwest), Inc. dba Segal be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

RESOLUTION NO. 2021-106

AUTHORIZING CONTRACT NO. 2021-071 WITH THE SEGAL COMPANY (MIDWEST), INC. DBA SEGAL TO PROVIDE A COMPENSATION STUDY FOR A TOTAL CONTRACT AMOUNT NTE \$170,000.00 (GENERAL FUND, HUMAN RESOURCES DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires a qualified firm to provide a comprehensive compensation study; and

WHEREAS, the proposal of The Segal Company (Midwest), Inc. dba Segal with an office located at 333 West 34<sup>th</sup> Street, New York, New York 10001, for providing a compensation study in an amount not to exceed \$170,000.00 was received on July 9, 2021; and

WHEREAS, the General Manager, Chief Executive Officer, deems the offer of The Segal Company (Midwest), Inc. dba Segal, as negotiated, to provide a comprehensive compensation study, to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer from The Segal Company (Midwest), Inc. dba Segal to provide a comprehensive compensation study, as modified by negotiations, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with The Segal Company (Midwest), Inc. dba Segal to provide a comprehensive compensation study.

Section 3. That said contract shall be payable from the General Fund, Human Resources Department budget, for a total contract amount not to exceed \$170,000.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that The Segal Company (Midwest), Inc. dba Segal, will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



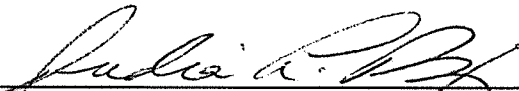
<b>TITLE/DESCRIPTION:</b>  <b>CONTRACT:</b> LAPTOP COMPUTERS, DOCKING STATIONS AND DESKTOP COMPUTERS  <b>VENDOR:</b> MNJ TECHNOLOGIES DIRECT, INC.  <b>AMOUNT:</b> NTE \$494,722.00	<b>Resolution No.:</b> 2021-107
	<b>Date:</b> December 16, 2021
	<b>Initiator:</b> Innovation and Technology
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will authorize the Authority to enter into a contract for the purchase of 304 laptop computers, 304 docking stations and 89 desktop computers.
  
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority's current fleet of hardware is outdated (between 4-8+ years). Because the operating system (Windows 7) is no longer supported by Microsoft, updates are no longer available, posing a security risk to the Authority. These computers lack the security, functionality, capability and technology for employees to perform daily tasks and meet objectives. Based upon the recent Coronavirus pandemic, the Authority deemed a Work from Anywhere (WFA) initiative to be a necessity in order to keep daily business functions going in the event of another pandemic. The constraints of the current hardware (desktops and laptops) do not meet the needs necessary to achieve this initiative as such new laptops and desktops are needed. Upgrading the current fleet of hardware is a must so that employees have the capability to perform their duties remotely at peak efficiency. As the Authority moves forward with more cloud-based solutions, the need for more processing speed, memory and hard drive space is necessary to meet the demands of emerging technology. This equipment is available through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program.
  
- 3.0 **PROCUREMENT BACKGROUND:** Section 306.43(H)(4) of the Ohio Revised Code provides political subdivisions within the State of Ohio the opportunity to participate in contracts negotiated and executed by the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program for the purchase of supplies, services, equipment and certain materials. The Board of Trustees has authorized the General Manager, Chief Executive Officer to utilize such contracts in Section 410.03 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority. The State of Ohio Cooperative Purchasing Program includes a contract with MNJ Technologies Direct, Inc. under State Term Schedule No. 534411 for this equipment. This contract was a result of a competitive solicitation and award process. The Authority will purchase 304 laptop computers at a unit price of \$1,240.00, 304 docking stations at a unit price of \$176.00, and 89 desktop computers at a unit price of \$722.00, resulting in a total contract amount not to exceed \$494,722.00.

A cost analysis was performed by the Procurement Department, and it has been determined that the price is fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurement included in the State Cooperative Purchasing program.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement shall be payable from the RTA Development Fund, Innovation and Technology Department budget, 100% Local funds in an amount not to exceed \$494,722.00.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority without the ability to eliminate the substantial cybersecurity risk posed by using computers with a Windows 7 operating system and it also hinders the success of the Work from Anywhere initiative which is necessary to keep daily business functions going in the event of another pandemic or similar emergency situation.
- 8.0 RECOMMENDATION: It is recommended that the offer of MNJ Technologies Direct, Inc. be accepted, and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

RESOLUTION NO. 2021-107

AUTHORIZING CONTRACT NO. 2021-176 WITH MNJ TECHNOLOGIES DIRECT, INC. TO PROVIDE LAPTOP COMPUTERS, DOCKING STATIONS AND DESKTOP COMPUTERS, AS SPECIFIED, IN AN AMOUNT NOT TO EXCEED \$494,722.00 (RTA DEVELOPMENT FUND, INNOVATION AND TECHNOLOGY DEPARTMENT BUDGET)

WHEREAS, the Authority has the need to purchase 304 laptop computers, 304 docking stations and 89 desktop computers, as specified; and

WHEREAS, such computer equipment is available through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program; and

WHEREAS, Section 306.43 (H)(4) of the Ohio Revised Code provides political subdivisions within the State of Ohio the opportunity to participate in contracts executed by the State of Ohio, Department of Administrative Services; and

WHEREAS, the Board of Trustees has authorized utilization of the Cooperative Purchasing Program in Section 410.03 of the Authority's Codified Rules and Regulations; and

WHEREAS, MNJ Technologies Direct, Inc. with an office located at 1025 Busch Pkwy, Buffalo Grove, Illinois 60089-4504 offered to provide 304 laptop computers at a unit price of \$1,240.00, 304 docking stations at a unit price of \$176.00, and 89 desktop computers at a unit price of \$722.00, resulting in a total contract amount not to exceed \$494,722.00; and

WHEREAS, the General Manager, Chief Executive Officer deems it in the best interest of the Authority to utilize the State of Ohio Cooperative Purchasing Program for obtaining said service and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer from MNJ Technologies Direct, Inc. to provide 304 laptop computers, 304 docking stations and 89 desktop computers, as specified, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with MNJ Technologies Direct, Inc. to provide these laptops, docking stations and desktop computers, as specified.

Section 3. That said contract is entered into under the authority granted by Ohio Revised Code Section 306.43(H)(4) and under the terms of the State of Ohio Cooperative Purchasing Program.

Section 4. This procurement shall be payable from the RTA Development Fund, Innovation and Technology Department budget, 100% Local funds in an amount not to exceed \$494,722.00.

Section 5. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor with the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Resolution No. 2021-107  
Page 2

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer





TITLE/DESCRIPTION:  AMENDING SECTION 460.03 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: <b>2021-108</b>
	Date: December 16, 2021
	Initiator: Finance
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This resolution will amend Section 460.03, Reserve Fund of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The Code Book is now undergoing a comprehensive review and update so that the Code will conform to the current structure and operations of the Authority. The proposed amendment adds a sub-account to the Authority's Reserve Fund to provide for a reserve to protect against substantial decreases in revenues.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will provide for the Authority to maintain a reserve to protect against substantial decreases in revenue.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in a policy that does not allow for the Authority to maintain a reserve to protect against substantial decreases in revenues.
- 8.0 RECOMMENDATION: This resolution was discussed at the December 7, 2021 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENT:     A. Red-line of proposed amendments to Section 460.03

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

## ATTACHMENT A TO STAFF SUMMARY

### 460.03 RESERVE FUND.

(a) A Reserve Fund containing sub-accounts may be established and maintained to protect the Authority from economic downturns.

(b) The Reserve Fund sub-accounts and criteria for management and balances are below.

- (1) Reserve for fuel: Annual savings resulting when actual expenditures are less than the budgeted line item for fuel may be placed in this subaccount to protect the Authority from a significant and continuing rise in fuel prices.
- (2) Reserve for compensated absences: Excess funds from the General Fund may be placed in this sub-account to ensure payment to employees for vacation time that has been earned. This reserve shall not exceed twenty-five percent of the accrued liability for compensated absences.
- (3) Reserve for hospitalization: Excess funds from the General Fund may be placed in this sub-account to protect against substantial cost increases from unfunded mandates or out of the ordinary costs for catastrophic illnesses. The reserve shall not exceed ten percent of annual hospitalization costs.
- (4) Reserve for 27th payroll expense: The authority has two different payroll cycles; one cycle for hourly employees and one for salaried employees. Within each cycle, there is an extra pay date (27th payroll expense) that occurs every twelve years. This reserve shall be funded to the best of the Authority's ability in order to plan for this additional payroll expense.
- (5) A Rolling Stock Replacement Fund account may be established to set aside funds to systematically replace aging revenue vehicles. Funds should be amassed in this replacement fund and then transferred to the Capital Improvement Fund to assist in meeting this major capital requirement.
- (6) Reserve for Revenue Stabilization: Excess funds from the General Fund may be placed in this sub-account to protect against substantial decreases in revenues. Funds should be amassed in this stabilization fund and then transferred to the General Fund when needed to maintain a one-month ending balance.

(Res. 2020-97. Passed 12-15-20. [Res. 2021-XX. Passed 12-XX-21.](#))

RESOLUTION NO. 2021-108

AMENDING SECTION 460.03 OF THE CODIFIED RULES AND  
REGULATIONS OF THE GREATER CLEVELAND REGIONAL  
TRANSIT AUTHORITY

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Authority codified the resolutions establishing its policies and procedures; and

WHEREAS, the Authority has conducted a review and determined that Section 460.03, Reserve Fund should be updated to add a sub-account to the Authority's Reserve Fund to provide for a reserve to protect against substantial decreases in revenues.

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

Section 1. That Section 460.03, Reserve Fund is hereby enacted to read as specified in Attachment A hereto.

Section 2. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

Section 3. That this resolution shall become effective immediately upon its adoption.

Attachment: A. Section 460.03, Reserve Fund

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer

#### **460.03 RESERVE FUND.**

(a) A Reserve Fund containing sub-accounts may be established and maintained to protect the Authority from economic downturns.

(b) The Reserve Fund sub-accounts and criteria for management and balances are below.

- (1) Reserve for fuel: Annual savings resulting when actual expenditures are less than the budgeted line item for fuel may be placed in this subaccount to protect the Authority from a significant and continuing rise in fuel prices.
- (2) Reserve for compensated absences: Excess funds from the General Fund may be placed in this sub-account to ensure payment to employees for vacation time that has been earned. This reserve shall not exceed twenty-five percent of the accrued liability for compensated absences.
- (3) Reserve for hospitalization: Excess funds from the General Fund may be placed in this sub-account to protect against substantial cost increases from unfunded mandates or out of the ordinary costs for catastrophic illnesses. The reserve shall not exceed ten percent of annual hospitalization costs.
- (4) Reserve for 27th payroll expense: The authority has two different payroll cycles; one cycle for hourly employees and one for salaried employees. Within each cycle, there is an extra pay date (27th payroll expense) that occurs every twelve years. This reserve shall be funded to the best of the Authority's ability in order to plan for this additional payroll expense.
- (5) A Rolling Stock Replacement Fund account may be established to set aside funds to systematically replace aging revenue vehicles. Funds should be amassed in this replacement fund and then transferred to the Capital Improvement Fund to assist in meeting this major capital requirement.
- (6) Reserve for Revenue Stabilization: Excess funds from the General Fund may be placed in this sub-account to protect against substantial decreases in revenues. Funds should be amassed in this stabilization fund and then transferred to the General Fund when needed to maintain a one-month ending balance.

(Res. 2020-97. Passed 12-15-20. Res. 2021-XX. Passed 12-XX-21.)



TITLE/DESCRIPTION:  AMENDING CHAPTER 297 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: <b>2021-109</b>
	Date: December 16, 2021
	Initiator: Innovation & Technology
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This resolution will amend Chapter 297 Office of Information Technology, of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The Code Book is now undergoing a comprehensive review and update. The proposed amendments will update the existing code provision for the Office of Information Technology to reflect the creation of the Innovation & Technology Division and the establishment of the position of Deputy General Manager of Innovation and Technology.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will bring Chapter 297 of the Code Book in line with the current structure and operations of the Authority.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in a policy that remains out of date.
- 8.0 RECOMMENDATION: This resolution was discussed at the December 7, 2021 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENT:     A. Red-line of proposed amendments to Chapter 297

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

## ATTACHMENT A TO STAFF SUMMARY

### CHAPTER 297

#### ~~Office of Information Technology~~Innovation and Technology Division

<del>297.01</del>	<del>Supervision.</del>	<del>297.03</del> <u>297.02</u>	<del>Executive- Director/Chief Deputy General Manager – Innovation and Technology Information Officer.</del>
<del>297.02</del> <u>297.01</u>	Composition.		

#### CROSS REFERENCES

Public transportation - see 49 U.S.C.A. 5301 et seq.

Federal Transit Administration, Department of Transportation - see 49 C.F.R.  
Ch VI

Table of organization; establishment of departments; salaries -see BYLAWS,  
Art. ~~VIII~~X, Sec. ~~42~~43

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#### ~~297.01~~297.01 **SUPERVISION.**

~~The Office of Information Technology will report to the General Manager/  
Secretary-Treasurer.~~  
(Res. 2015-124. Passed 12-15-15.)

#### ~~297.02~~297.01 **COMPOSITION.**

The ~~Office of Information Technology~~Innovation and Technology Division is  
responsible for applications, infrastructure and user support.  
(Res. 2015-124. Passed 12-15-15. Res. 2021-XXX. Passed XX-XX-21.)

#### ~~297.03~~297.02 **EXECUTIVE DIRECTOR/CHIEF INFORMATION OFFICER/DEPUTY GENERAL MANAGER – INNOVATION AND TECHNOLOGY.**

There is hereby established in the ~~Office of Information Technology~~Innovation  
and Technology Division the unclassified position of ~~Executive Director/Chief  
Information Officer~~Deputy General Manager – Innovation and Technology.  
(Res. 2015-124. Passed 12-15-15. Res. 2021-XXX. Passed XX-XX-21.)

RESOLUTION NO. 2021-109

AMENDING CHAPTER 297 OF THE CODIFIED RULES AND  
REGULATIONS OF THE GREATER CLEVELAND REGIONAL  
TRANSIT AUTHORITY

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Authority codified the resolutions establishing its policies and procedures; and

WHEREAS, the Authority has conducted a review and determined that Chapter 297 Office of Information Technology should be updated to reflect the creation of the Innovation & Technology Division and the establishment of the position of Deputy General Manager of Innovation and Technology.

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

Section 1. That Chapter 297 Office of Information Technology is hereby amended to read as specified in Attachment A hereto.

Section 2. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

Section 3. That this resolution shall become effective immediately upon its adoption.

Attachment: A. Chapter 297 Innovation & Technology Division

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer

ATTACHMENT A TO RESOLUTION

CHAPTER 297  
Innovation and Technology Division

297.01	Composition.	297.02	Deputy General Manager – Innovation and Technology
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CROSS REFERENCES

Public transportation - see 49 U.S.C.A. 5301 et seq.

Federal Transit Administration, Department of Transportation - see 49 C.F.R.  
Ch VI

Table of organization; establishment of departments; salaries -see BYLAWS,  
Art. IX, Sec. 3

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**297.01 COMPOSITION.**

The Innovation and Technology Division is responsible for applications, infrastructure and user support.

(Res. 2015-124. Passed 12-15-15. Res. 2021-XXX. Passed XX-XX-21.)

**297.02 DEPUTY GENERAL MANAGER – INNOVATION AND TECHNOLOGY.**

There is hereby established in the Innovation and Technology Division the unclassified position of Deputy General Manager – Innovation and Technology.

(Res. 2015-124. Passed 12-15-15. Res. 2021-XXX. Passed XX-XX-21.)

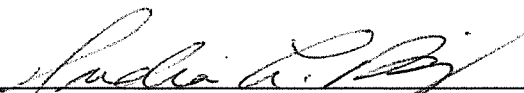




<b>TITLE/DESCRIPTION:</b>  REPEALING CHAPTER 852 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	<b>Resolution No.:</b> 2021-110
	<b>Date:</b> December 16, 2021
	<b>Initiator:</b> Operations
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will repeal Chapter 852, Reward Program, of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The Code Book is now undergoing a comprehensive review and update so that the Code will conform to the current structure and operations of the Authority. The proposed amendment repeals Chapter 852 to reflect the fact that this provision is no longer needed.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** Adoption of the resolution will remove Chapter 852, which is obsolete.
- 6.0 **ECONOMIC IMPACT:** Does not apply.
- 7.0 **ALTERNATIVES:** Not adopting this resolution. Not adopting this resolution would result in a policy that remains out of date.
- 8.0 **RECOMMENDATION:** This resolution was discussed at the December 7, 2021 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 **ATTACHMENT:** A. Red-line of proposed amendment to Chapter 852

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
 \_\_\_\_\_  
 General Manager, Chief Executive Officer



## ATTACHMENT A TO STAFF SUMMARY

### ~~CHAPTER 852~~ Reward Program

<del>852.01</del>	<del>Authority of General Manager/Secretary-Treasurer.</del>	<del>852.02</del>	<del>Amount of reward.</del>
		<del>852.03</del>	<del>Authority of Legal Committee.</del>

### CROSS REFERENCES

~~Safety authority—see 49 U.S.C.A. 1618~~  
~~Crime prevention and security—see 49 U.S.C.A. 1620~~  
~~Criminal damaging or endangering—see Ohio R.C. 2909.06~~  
~~Criminal mischief—see Ohio R.C. 2909.07~~  
~~Unauthorized use of a vehicle—see Ohio R.C. 2913.03~~  
~~Unauthorized use of property—see Ohio R.C. 2913.04~~  
~~Security/RTA Police Department—see ADM. Ch. 298~~  
~~Protection against internal losses of public assets—see FIN. Ch. 464~~

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#### ~~852.1—AUTHORITY OF GENERAL MANAGER/SECRETARY- TREASURER.~~

~~The Legal Committee of the Board of Trustees is hereby authorized to direct the General Manager/Secretary-Treasurer to make payment of a reward to any person (other than law enforcement officers or employees of the Authority) who furnishes information necessary to and resulting in the arrest and conviction of those persons guilty of crimes involving the property of the Authority or against persons employed by and/or utilizing the transportation facilities of the Authority.~~  
~~(Res. 1978-45. Passed 2-28-78.)~~

#### ~~852.2—AMOUNT OF REWARD.~~

~~Upon the request of the President of the Board of Trustees, the Legal Committee shall determine the amount of the reward based upon the nature and severity of the crime involved. However, no reward recommended by the Committee shall be in excess of five thousand dollars (\$5,000).~~  
~~(Res. 1978-45. Passed 2-28-78.)~~

#### ~~852.3—AUTHORITY OF LEGAL COMMITTEE.~~

~~All other terms, conditions, provisions, methods of payment, announcements and publications of such reward shall be within the discretion of the Legal Committee.~~  
~~(Res. 1978-45. Passed 2-28-78.)~~

RESOLUTION NO. 2021-110

REPEALING CHAPTER 852 OF THE CODIFIED RULES AND  
REGULATIONS OF THE GREATER CLEVELAND REGIONAL  
TRANSIT AUTHORITY

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Authority codified the resolutions establishing its policies and procedures; and

WHEREAS, the Authority has conducted a review and determined that Chapter 852 Reward Program should be repealed.

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

Section 1. That Chapter 852, Reward Program, is hereby repealed in its entirety.

Section 2. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

Section 3. That this resolution shall become effective immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_  
President

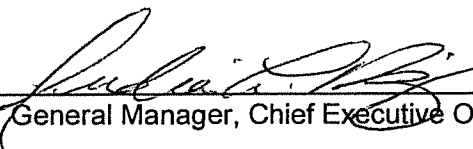
Attest: \_\_\_\_\_  
Secretary-Treasurer



TITLE/DESCRIPTION:  AMENDING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY, AS ADOPTED IN RESOLUTION NOS. 2020-101, 2021-019, 2021-064 AND 2021-074 AND INCREASING THE TRANSFER TO THE RESERVE FUND BY \$85,000,000	Resolution No.: <b>2021-111</b>
	Date: December 16, 2021
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will authorize an amendment to increase the appropriation in the General Fund for an increase in the transfer to the Reserve Fund for the Revenue Stabilization sub-fund.
- 2.0 DESCRIPTION/JUSTIFICATION: The proposed amendment will authorize an increase in the overall appropriations budget for Fiscal Year ("FY") 2021 by \$85.0 million to be transferred to the Reserve Fund for the Revenue Stabilization sub-fund, for the benefit of the Authority.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: The FY 2021 Budget provides for the revenues and expenditures of the Authority. The increased appropriation in the General Fund will enable funding to be transferred to the Reserve Fund for the Revenue Stabilization sub-fund.
- 6.0 ECONOMIC IMPACT: This amendment will increase the transfers to the Reserve Fund by \$85.0 million. These funds will be set aside until they are needed to maintain the 1-month ending balance.
- 7.0 ALTERNATIVES: Modify or not approve the budget amendment as proposed. This would prevent the Authority from reserving funding for economic downturns.
- 8.0 RECOMMENDATION: The proposed 2021 Amended General Fund Budget has been reviewed at the November 16, 2021 and December 7, 2021 Operational Planning & Infrastructure Committee and is recommended for adoption. It is recommended that the Board approve the proposed FY 2021 Amended General Fund Budget as proposed herein.
- 9.0 ATTACHMENTS: None

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

RESOLUTION NO. 2021-111

AMENDING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY, AS ADOPTED IN RESOLUTION NOS. 2020-101, 2021-019, 2021-064 AND 2021-074 AND INCREASING THE TRANSFER TO THE RESERVE FUND BY \$85,000,000

WHEREAS, the Authority has both a legal and managerial requirement to establish the revenues to be received for the upcoming fiscal year, including all taxes, user fees, and other types of revenues, as well as estimates of all expenditures or outlays for the operation of this public transportation system in the fiscal year to be paid or met from said revenue; and

WHEREAS, in order to meet those requirements, a budget for the Greater Cleveland Regional Transit Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 ("FY 2021") was prepared; and

WHEREAS, the Reserve Fund helps to protect the Authority from future economic downturns, as well as significant increases in fuel and hospitalization costs, to financially plan for payment of earned vacation hours when an employee separates or retires, to establish a method to account for future budget years with 27 pay periods, to accumulate sufficient funds to replace the Authority's aging revenue vehicles, and to accumulate sufficient funds to mitigate the losses in revenues; and

WHEREAS, it is in the best interest of the Authority to increase the transfer in the General Fund to the Reserve Fund by \$85.0 million, for the Revenue Stabilization sub-fund; and

WHEREAS, the Board of Trustees adopted the FY 2021 General Fund Budget on December 15, 2020 through Resolution No. 2020-101 and on February 16, 2021 through Resolution No. 2021-019 and on June 29, 2021 through Resolution No. 2021-064 and on July 27, 2021 through Resolution No. 2021-074; and

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees reviewed and discussed the proposed increase to the FY 2021 General Fund Budget on November 16, 2021 and December 7, 2021 and recommended its approval by the Board on December 21, 2021.

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

Section 1. That the appropriations for the current expenses and other expenditures of the Authority, during the period of January 1, 2021 through December 31, 2021 ("Fiscal Year 2021"), as set forth in Resolution No. 2020-101, adopted by the Board on December 15, 2020 and in February 16, 2021 through Resolution No. 2021-019 and on June 29, 2021 through Resolution No. 2021-064 and on July 27, 2021 through Resolution No. 2021-074, are hereby amended as follows:

### Amended General Fund Balance Analysis

	2021 Budget	2021 Amended Budget	2021 Variance
<b>Beginning Balance</b>	\$ 133,581,757	\$ 133,581,757	0
<b>Revenue</b>			
Passenger Fares	27,814,100	27,814,100	0
Advertising & Concessions	1,803,916	1,803,916	0
Sales & Use Tax	215,720,056	215,720,056	0
Federal Operating Assistance - CARES Act	0	0	0
Federal Operating Assistance - CRRSAA	67,416,467	67,416,467	0
Federal Operating Assistance - ARP	68,100,000	68,100,000	0
Investment Income	2,069,958	2,069,958	0
Other Revenue	1,348,918	1,348,918	0
Reimbursed Expenditures	19,413,919	19,413,919	0
<b>Total Revenue</b>	<b>403,687,334</b>	<b>403,687,334</b>	<b>0</b>
<b>Total Resources</b>	<b>537,269,091</b>	<b>537,269,091</b>	<b>0</b>
<b>Operating Expenditures</b>			
Salaries and Overtime	143,376,531	143,376,531	0
Payroll Taxes and Fringes	54,276,628	54,276,628	0
Fuel ( Diesel, CNG, Prop. Pwr., Gas)	8,182,600	8,182,600	0
Utilities	5,614,454	5,614,454	0
Inventory	13,100,000	13,100,000	0
Services and Material & Supplies	21,157,429	21,157,429	0
Purchase Transportation	9,850,000	9,850,000	0
Other Expenditures	6,928,856	6,928,856	0
<b>Total Operating Expenditures</b>	<b>262,486,498</b>	<b>262,486,498</b>	<b>0</b>
<b>Transfers to (from) Other Funds</b>			
Transfer to (from) the Insurance Fund	2,100,000	2,100,000	0
Transfer to (from) the Pension Fund	45,000	45,000	0
Transfers to Reserve Fund	10,878,615	95,878,615	85,000,000
Transfers from the Reserve Fund			0
<b>Transfers to (from) Capital</b>			
Bond Retirement Fund	13,835,408	13,835,408	0
Bond Defeasance	62,000,000	62,000,000	0
Capital Improvement Fund	43,398,859	43,398,859	0
<b>Total Transfers to (from) Capital</b>	<b>119,234,267</b>	<b>119,234,267</b>	<b>0</b>
<b>Total Transfers to (from) Other Funds</b>	<b>132,257,882</b>	<b>217,257,882</b>	<b>85,000,000</b>
<b>Total Expenditures</b>	<b>394,744,380</b>	<b>479,744,380</b>	<b>85,000,000</b>
<b>Available Ending Balance</b>	<b>\$ 142,524,711</b>	<b>\$ 57,524,711</b>	<b>(85,000,000)</b>

Section 2. That all other provisions of the appropriations for the current expenses and other expenditures of the Authority, during Fiscal Year 2021, as set forth in Resolution Nos. 2020-101, 2021-019, 2021-064, and 2021-074, not otherwise amended, shall remain in full force and effect.

Section 3. That this resolution shall become effectively immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



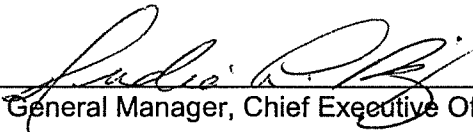
<b>TITLE/DESCRIPTION:</b>  APPROVING THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY'S FISCAL YEAR ("FY") 2022 BUDGET	<b>Resolution No.:</b> 2021-112
	<b>Date:</b> December 16, 2021
	<b>Initiator:</b> Office of Management & Budget
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will authorize an Appropriations Budget for Fiscal Year ("FY") 2022 for the operation of the transit system; for required fund transfers for Capital Improvements, Bond Retirement, Pension Fund, Reserve Fund, and to maintain the Insurance Fund minimum balance; for a Capital Budget covering locally-funded and grant-funded projects; and for the Bond Retirement, Insurance, Supplemental Pension, Reserve, and Law Enforcement Funds.
  
- 2.0 **DESCRIPTION/JUSTIFICATION:** FY 2022 begins January 1, 2022 and ends December 31, 2022.  
  
 The process for developing the Operating Budget for FY 2022 began in July 2021 with the FY 2022 Tax Budget. It also involved extensive staff analysis and preparation as well as a meeting of the Board's Operational Planning & Infrastructure Committee on November 16, 2021. A second presentation was held on December 7, 2021. One public hearing was held on November 16, 2021 and a second was held on December 7, 2021 to discuss the FY 2022 Budget. The budgets and fund transfers proposed for adoption herein represent the Authority's spending plans for the transit system in 2022.
  
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
  
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
  
- 5.0 **POLICY IMPACT:** The FY 2022 appropriation for General Fund expenditures totals \$339,903,950. It includes \$208,909,104 for personnel services, providing salaries, overtime, payroll taxes, and fringe benefit resources needed to fund 2,374.5 FTE positions. The 2022 Capital Improvement Budget provides for the upkeep of the Authority's existing infrastructure, facilities, and equipment, and also provides for the implementation of projects included in the Long-Range plan.
  
- 6.0 **ECONOMIC IMPACT:** The proposed FY 2022 General Fund appropriations budget and fund transfers provides for spending \$339,903,950 on estimated revenues of \$354,394,944 leaving a year-end balance of \$84,802,987 as an operating reserve.
  
- 7.0 **ALTERNATIVES:** Modify the proposed FY 2022 General Fund budget by adding or subtracting expenditures or revenues for specific activities, positions or programs.
  
- 8.0 **RECOMMENDATION:** The proposed FY 2022 Budget has been reviewed by the Operational Planning & Infrastructure Committee and is recommended for adoption. It is recommended that the Board approve the proposed FY 2022 General Fund Budget, Fund transfers, and budgets for Bond Retirement, Insurance, Supplemental Pension, Reserve, and Law Enforcement Funds as proposed herein.

9.0 ATTACHMENTS:

- A: General Fund Balance Analysis
- B: Financial Policy Goals
- C: Budgeted Positions by Division
- D: Capital Improvement Fund Balance Analysis
- E: Bond Retirement Fund Balance Analysis
- F: Insurance Fund Balance Analysis
- G: Supplemental Pension Fund
- H: Law Enforcement Fund Balance Analysis
- I: Reserve Fund Balance Analysis
- J: All Funds Balance Analysis

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer



**ATTACHMENT A  
General Fund Balance Analysis**

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	<b>41,577,395</b>	<b>133,581,757</b>	<b>70,311,993</b>	<b>84,802,987</b>	<b>42,543,640</b>
<b>Revenue</b>					
Passenger Fares	24,044,664	21,504,518	21,719,563	21,936,759	22,265,810
Advertising & Concessions	2,337,735	1,195,086	1,390,000	1,390,000	1,390,000
Sales & Use Tax	210,147,468	238,221,615	242,986,048	247,845,769	252,802,684
Federal Operating Assistance - CARES Act	111,977,170	0	0	0	0
Fed. Operating Assistance - CRRSAA	0	67,416,467	0	0	0
Fed. Operating Assistance - ARP	0	54,815,088	81,199,333	0	0
Investment Income	698,786	629,377	600,000	500,000	400,000
Other Revenue	364,250	820,840	1,500,000	1,500,000	1,500,000
Reimbursed Expenditures	26,963,719	18,781,731	5,000,000	5,000,000	5,000,000
Transfer from Reserve Fund (Revenue Stabilization)	0	0	0	0	21,500,000
<b>Total Revenue</b>	<b>376,533,792</b>	<b>403,384,722</b>	<b>354,394,944</b>	<b>278,172,528</b>	<b>304,858,494</b>
<b>Total Resources</b>	<b>418,111,187</b>	<b>536,966,479</b>	<b>424,706,937</b>	<b>362,975,516</b>	<b>347,402,134</b>
<b>Operating Expenditures</b>					
Salaries and Overtime	138,668,611	139,592,476	150,098,342	153,942,642	157,185,991
Payroll Taxes and Fringes	52,142,719	56,338,143	58,810,762	59,069,422	59,128,342
Fuel ( Diesel, CNG, Prop. Pwr., Gas)	8,780,650	8,609,709	10,451,419	10,500,604	10,550,148
Utilities	3,576,407	4,800,076	4,179,636	4,215,440	4,251,602
Inventory	13,341,465	12,557,773	13,100,000	13,200,000	13,300,000
Services and Material & Supplies	18,809,509	18,464,154	21,866,701	21,983,615	22,113,583
Purchase Transportation	7,599,160	8,520,258	9,150,000	9,235,000	9,320,850
Other Expenditures	3,783,813	5,817,403	7,100,010	7,103,503	7,100,413
<b>Total Operating Expenditures</b>	<b>246,702,334</b>	<b>254,699,992</b>	<b>274,756,870</b>	<b>279,250,226</b>	<b>282,950,929</b>
<b>Transfers to (from) Other Funds</b>					
Transfer to (from) the Insurance Fund	0	2,100,000	2,500,000	3,000,000	3,000,000
Transfer to (from) the Pension Fund	50,000	45,000	40,000	40,000	40,000
Transfers to Reserve Fund	10,878,615	95,878,615	10,878,615	10,878,615	10,878,615
Transfers from the Reserve Fund	(1,450,000)	0	0	0	0
Transfers to (from) Capital	14,950,956	12,771,515	11,500,000	8,647,930	9,396,959
Bond Retirement Fund	0	57,760,505	0	0	0
Bond Defeasance	13,397,525	43,398,859	40,228,465	18,615,105	18,411,336
Capital Improvement Fund	28,348,481	113,930,879	51,728,465	27,263,035	27,808,295
<b>Total Transfers to (from) Capital</b>	<b>37,927,096</b>	<b>211,954,494</b>	<b>65,147,080</b>	<b>41,181,650</b>	<b>41,726,910</b>
<b>Total Transfers to (from) Other Funds</b>	<b>284,529,430</b>	<b>466,654,486</b>	<b>339,903,950</b>	<b>320,431,876</b>	<b>324,677,839</b>
<b>Total Expenditures</b>	<b>133,581,757</b>	<b>70,311,993</b>	<b>84,802,987</b>	<b>42,543,640</b>	<b>22,724,295</b>
<b>Available Ending Balance</b>	<b>133,581,757</b>	<b>70,311,993</b>	<b>84,802,987</b>	<b>42,543,640</b>	<b>22,724,295</b>

ATTACHMENT B

2022 Budget  
Financial Policy Goals

	Goal	2020 Actual	2021 Estimate	2022 Budget	2023 Plan	2024 Plan
Operating Efficiency	Operating Ratio	≥ 25%	11.0%	8.7%	8.6%	8.5%
	Cost per Service Hour		\$195.9	\$164.8	\$167.5	\$169.7
	Growth per Year	≤ Rate of Inflation	49.7%	-3.0%	4.7%	1.3%
	Operating Reserve (Months)	≥ 1 month	6.5	3.3	3.7	1.8
Capital Efficiency	Debt Service Coverage	≥ 1.5	9.72	9.03	6.55	4.54
	Sales Tax Contribution to Capital	≥ 10%	13.5%	21.3%	11.0%	11.0%
	Capital Maintenance to Expansion	75% - 90%	100.0%	100.0%	100.0%	100.0%

**Attachment C**  
**FY 2022 Budgeted Positions by Division**

	2021 Budget	2022 Budget	Variance
<b>Operations</b>			
31 Paratransit	195.5	195.5	-
32 Rail	265.0	254.0	(11.0)
33 Asset & Configuration Management	11.0	11.0	-
34 Transit Police	154.0	153.0	(1.0)
35 Service Management	77.5	77.5	-
36 Rail Power & Way	114.0	123.0	9.0
38 Service Quality Management	66.0	66.0	-
39 Fleet Management	184.0	184.0	-
46 Hayden District	564.5	571.0	6.5
49 Triskett District	433.3	437.8	4.5
58 Intelligent Transportation Systems	9.0	9.0	-
	<b>2,073.8</b>	<b>2,081.8</b>	<b>8.0</b>
<b>Finance &amp; Administration</b>			
10 Office of Business Development	4.0	4.0	-
60 Accounting	27.0	30.0	3.0
62 Support Services	8.0	8.0	-
64 Procurement	16.0	16.0	-
65 Revenue	18.0	18.0	-
67 Office of Management & Budget	9.0	8.0	(1.0)
	<b>82.0</b>	<b>84.0</b>	<b>2.0</b>
<b>Engineering &amp; Project Management</b>			
55 Project Support	5.0	5.0	-
57 Programming & Planning	5.0	5.0	-
80 Engineering & Project Development	20.0	20.0	-
	<b>30.0</b>	<b>30.0</b>	<b>-</b>
<b>Legal Affairs</b>			
15 Safety	7.8	7.8	-
21 Legal	23.0	24.0	1.0
22 Risk Management	8.0	8.0	-
	<b>38.8</b>	<b>39.8</b>	<b>1.0</b>
<b>Human Resources</b>			
14 Human Resources	17.0	17.0	-
18 Labor & Employee Relations	9.0	11.0	2.0
30 Training & Employee Development	31.0	32.0	1.0
	<b>57.0</b>	<b>60.0</b>	<b>3.0</b>
<b>Executive</b>			
12 Executive	3.0	3.0	-
16 Board of Trustees	11.0	11.0	-
19 Internal Audit	8.0	8.0	-
	<b>22.0</b>	<b>22.0</b>	<b>-</b>
<b>Administration &amp; External Affairs</b>			
53 Administration & External Affairs	20.0	22.0	2.0
<b>Innovation &amp; Technology</b>			
61 Innovation & Technology	33.0	35.0	2.0
<b>Total</b>	<b>2,356.5</b>	<b>2,374.5</b>	<b>18.0</b>

ATTACHMENT D  
**Capital Improvement Fund Balance Analysis**

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	44,377,784	32,437,292	35,851,198	65,755,937	80,523,482
<b>Revenue</b>					
Transfer from General Fund	13,397,525	43,398,859	40,228,465	18,615,105	18,411,336
Transfer from Reserve Fund	0	49,000,000	10,000,000	10,000,000	10,000,000
Investment Income	1,079,699	265,000	265,000	265,000	765,000
Federal Capital Grants	42,000,277	92,633,201	106,109,296	80,698,696	88,283,460
CARES Act / CRRSAA Assistance	111,977,170	67,416,467	0	0	0
ARP Assistance	0	54,815,088	81,199,333	0	0
State Capital Grants	2,702,681	10,464,375	10,136,598	10,136,598	1,384,658
Debt Service Proceeds	0	0	0	0	0
Other Revenue	12,800	0	0	0	0
<b>Total Revenue</b>	171,170,152	317,992,990	247,938,692	119,715,399	118,844,454
<b>Total Resources</b>	215,547,936	350,430,282	283,789,890	185,471,336	199,367,936
<b>Expenditures</b>					
Capital Outlay	71,133,474	191,174,752	136,834,620	104,947,854	127,535,826
Capital Outlay - CARES Act / CRRSAA	111,977,170	67,416,467	0	0	0
ARP Assistance	0	54,815,088	81,199,333	0	0
Other Expenditures	0	1,172,777	0	0	0
<b>Total Expenditures</b>	183,110,644	314,579,084	218,033,953	104,947,854	127,535,826
<b>Available Ending Balance</b>	32,437,292	35,851,198	65,755,937	80,523,482	71,832,110

ATTACHMENT E

Bond Retirement Fund Balance Analysis

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	7,145,347	5,946,363	2,228,878	1,988,678	1,263,158
<b>Revenue</b>					
Transfer from General Fund	14,950,956	12,771,515	11,500,000	8,647,930	9,396,959
Transfer from General Fund - Defeasance	0	57,760,505	0	0	0
Transfer from RTA Development Fund	0	0	0	0	0
Investment Income	107,770	135,000	135,000	100,000	100,000
Bond Premium Proceeds	0	0	0	0	0
Other Revenue	0	0	0	0	0
<b>Total Revenue</b>	15,058,726	70,667,020	11,635,000	8,747,930	9,496,959
<b>Reconciling Journal Entry</b>	0	0	0	0	0
<b>Total Resources</b>	22,204,073	76,613,382	13,863,878	10,736,608	10,760,117
<b>Expenditures</b>					
Debt Service					
Principal	10,560,000	11,345,000	9,535,000	7,610,000	7,995,000
Interest	5,697,710	5,279,000	2,338,700	1,861,950	1,481,450
Other Expenditures	0	57,760,505	1,500	1,500	1,500
<b>Total Expenditures</b>	16,257,710	74,384,505	11,875,200	9,473,450	9,477,950
<b>Ending Balance</b>	5,946,363	2,228,878	1,988,678	1,263,158	1,282,167

ATTACHMENT F  
**Insurance Fund Balance Analysis**

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	7,808,801	5,827,793	5,482,178	5,024,178	5,041,178
<b>Revenue</b>					
Investment Income	177,397	35,000	35,000	35,000	35,000
Transfer from General Fund	0	2,100,000	2,500,000	3,000,000	3,000,000
Transfer from RTA Development Fund	0	0	0	0	0
Other Revenue	0	0	0	0	0
<b>Total Revenue</b>	177,397	2,135,000	2,535,000	3,035,000	3,035,000
<b>Total Resources</b>	7,986,198	7,962,793	8,017,178	8,059,178	8,076,178
<b>Expenditures</b>					
Claims and Premium Outlay	2,158,405	2,480,615	2,993,000	3,018,000	3,018,000
Other Expenditures	0	0	0	0	0
<b>Total Expenditures</b>	2,158,405	2,480,615	2,993,000	3,018,000	3,018,000
<b>Ending Balance</b>	5,827,793	5,482,178	5,024,178	5,041,178	5,058,178

**ATTACHMENT G**  
**Supplemental Pension Fund Balance Analysis**

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	1,376,779	1,288,956	1,289,956	1,285,956	1,284,956
<b>Revenue</b>					
Investment Income	13,704	14,000	14,000	14,000	14,000
Transfer from General Fund	50,000	45,000	40,000	40,000	40,000
<b>Total Revenue</b>	63,704	59,000	54,000	54,000	54,000
<b>Total Resources</b>	1,440,483	1,347,956	1,343,956	1,339,956	1,338,956
<b>Expenditures</b>					
Benefit Payments	151,527	58,000	58,000	55,000	55,000
Transfer to the General Fund	0	0	0	0	0
Other Expenditures	0	0	0	0	0
<b>Total Expenditures</b>	151,527	58,000	58,000	55,000	55,000
Reconciling Journal Entry	0	0	0	0	0
<b>Ending Balance</b>	1,288,956	1,289,956	1,285,956	1,284,956	1,283,956

ATTACHMENT H

Law Enforcement Fund Balance Analysis

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	65,164	57,550	59,550	56,550	53,550
<b>Revenue</b>					
Law Enforcement Revenue	12,571	20,000	20,000	20,000	20,000
Law Enforcement Training Revenue	0	0	0	0	0
Investment Income	422	2,000	2,000	2,000	2,000
Other Revenue	0	0	0	0	0
<b>Total Revenue</b>	<b>12,993</b>	<b>22,000</b>	<b>22,000</b>	<b>22,000</b>	<b>22,000</b>
<b>Total Resources</b>	<b>78,157</b>	<b>79,550</b>	<b>81,550</b>	<b>78,550</b>	<b>75,550</b>
<b>Expenditures</b>					
Capital & Related Items	20,607	20,000	25,000	25,000	25,000
Training	0	0	0	0	0
<b>Total Expenditures</b>	<b>20,607</b>	<b>20,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
Reconciling Journal Entry	0	0	0	0	0
<b>Ending Balance</b>	<b>57,550</b>	<b>59,550</b>	<b>56,550</b>	<b>53,550</b>	<b>50,550</b>



**ATTACHMENT I**  
**Reserve Fund Balance Analysis**

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	41,473,850	52,898,078	100,401,693	101,905,308	103,183,923
<b>Revenue</b>					
Investment Income	1,895,613	625,000	625,000	400,000	200,000
Transfer from GF for Compensated Absences	0	0	0	0	0
Transfer from GF for Fuel	0	0	0	0	0
Transfer from GF for Hospitalization	0	0	0	0	0
Transfer from GF for Rolling Stock Reserve	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Transfer from GF for 27th Pay	878,615	878,615	878,615	878,615	878,615
Transfer from GF for Revenue Stabilization	0	85,000,000	0	0	0
Other Revenue	100,000	0	0	0	0
<b>Total Revenue</b>	12,874,228	96,503,615	11,503,615	11,278,615	11,078,615
<b>Total Resources</b>	54,348,078	149,401,693	111,905,308	113,183,923	114,262,538
<b>Expenditures</b>					
Transfer to General Fund (Compensated Absences)	0	0	0	0	0
Transfer to General Fund (Fuel)	0	0	0	0	0
Transfer to General Fund (Hospitalization)	0	0	0	0	0
Transfer to RTA Development Fund (Rolling Stock)	0	49,000,000	10,000,000	10,000,000	10,000,000
Transfer to General Fund (27th Pay - 2024)	1,450,000	0	0	0	0
Transfer to General Fund (Revenue Stabilization)	0	0	0	0	21,500,000
<b>Total Expenditures</b>	1,450,000	49,000,000	10,000,000	10,000,000	31,500,000
<b>Ending Balance</b>	52,898,078	100,401,693	101,905,308	103,183,923	82,762,538
<b>Rolling Balances</b>					
Compensated Absences	3,831,458	3,876,728	3,932,554	3,947,990	3,955,643
Fuel	2,703,802	2,735,748	2,775,144	2,786,037	2,791,437
Hospitalization	2,768,042	2,800,747	2,841,079	2,852,230	2,857,759
Rolling Stock	40,542,474	2,021,490	2,453,810	2,463,442	2,468,217
27th Pay: Salary: 2020 / Hourly 2025	3,052,302	3,966,980	4,902,721	5,800,580	6,690,438
Revenue Stabilization	0	85,000,000	85,000,000	85,333,643	63,999,044
<b>Total</b>	52,898,078	100,401,693	101,905,308	103,183,923	82,762,538

**ATTACHMENT J**  
**All Funds Balance Analysis**

	2020 Actual	2021 Projection	2022 Budget	2023 Plan	2024 Plan
<b>Beginning Balance</b>	143,825,121	232,037,790	215,625,446	260,819,594	233,893,887
<b>Revenue</b>					
Passenger Fares	24,044,664	21,504,518	21,719,563	21,936,759	22,265,810
Sales & Use Tax	210,147,468	238,221,615	242,986,048	247,845,769	252,802,684
Federal	42,000,277	92,633,201	106,109,296	80,698,696	88,283,460
CARES Act / CRRSAA	111,977,170	67,416,467	0	0	0
ARP		54,815,088	81,199,333	0	0
State	2,702,681	10,464,375	10,136,598	10,136,598	1,384,658
Investment Income	3,973,391	1,705,377	1,676,000	1,316,000	1,516,000
Other Revenue	29,791,075	20,817,657	7,910,000	7,910,000	7,910,000
Debt Service Proceeds	0	0	0	0	0
<b>Total Revenue</b>	<b>424,636,726</b>	<b>507,578,298</b>	<b>471,736,838</b>	<b>369,843,822</b>	<b>374,162,612</b>
<b>Total Resources</b>	<b>568,461,847</b>	<b>739,616,087</b>	<b>687,362,284</b>	<b>630,663,417</b>	<b>608,056,498</b>
<b>Expenditures</b>					
Personnel Services	190,811,330	195,930,619	208,909,104	213,012,064	216,314,333
Fuel ( Diesel, CNG, Prop. Pwr., Gas)	8,780,650	8,609,709	10,451,419	10,500,604	10,550,148
Utilities	3,576,407	4,800,076	4,179,636	4,215,440	4,251,602
Inventory	13,341,465	12,557,773	13,100,000	13,200,000	13,300,000
Services & Materials	18,809,509	18,464,154	21,866,701	21,983,615	22,113,583
Purchased Transportation	7,599,160	8,520,258	9,150,000	9,235,000	9,320,850
Other Expenditures	6,114,352	67,309,300	10,177,510	10,203,003	10,199,913
Capital Outlay	71,133,474	191,174,752	136,834,620	104,947,854	127,535,826
Debt Service	16,257,710	16,624,000	11,873,700	9,471,950	9,476,450
<b>Total Expenditures</b>	<b>336,424,057</b>	<b>523,990,641</b>	<b>426,542,690</b>	<b>396,769,530</b>	<b>423,062,705</b>
<b>Available Ending Balance</b>	<b>232,037,790</b>	<b>215,625,446</b>	<b>260,819,594</b>	<b>233,893,887</b>	<b>184,993,793</b>

RESOLUTION NO. 2021-112

MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING FISCAL YEAR ("FY") 2022

WHEREAS, the Authority has both a legal and managerial requirement to establish the revenues to be received for the upcoming fiscal year, including all taxes, user fees, and other types of revenues, as well as estimates of all expenditures or outlays for the operation of this public transportation system in the fiscal year to be paid or met from said revenue; and

WHEREAS, in order to meet those requirements, a budget for the fiscal year beginning January 1, 2022 and ending December 31, 2022 ("FY 2022 Budget") was prepared; and

WHEREAS, said budget has been made conveniently available for public inspection for at least ten (10) days by having at least two (2) copies thereof on file in the GCRTA Office of Management and Budget; and

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees discussed the 2022 budget on November 16, 2021 and December 7, 2021, and public hearings were held on November 16, 2021 and December 7, 2021, with public notices given by publication in the Cleveland Plain Dealer on October 22, 2021, October 24, 2021, November 2, 2021 and November 5, 2021 and the Call & Post on October 20, 2021, October 22, 2021, November 2, 2021, and November 3, 2021, as well as by posting of notice in the first floor lobby of the Authority's Main Office Building, the Authority's Facebook page, and Twitter page.

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

Section 1. That the appropriations for the current expenses and other expenditures of the Authority, during the period of January 1, 2022 through December 31, 2022 ("Fiscal Year 2022"), are as indicated below. Furthermore, in order that the amounts expended and encumbered in each classification during Fiscal Year 2022 are set aside and appropriated, the Board hereby sets aside and appropriates the following:

**General Fund**

	<b>2022 Budget Appropriation</b>
<b>Operations Division</b>	
31 PARATRANSIT DISTRICT	
Personnel Services	\$ 16,290,915
Other Expenditures	8,839,535
	<hr/>
	25,130,450
32 RAIL DISTRICT	
Personnel Services	22,590,142
Other Expenditures	4,744,907
	<hr/>
	27,335,049

	<b>2022 Budget Appropriation</b>
<b>33 ASSET &amp; CONFIGURATION MANAGEMENT</b>	
Personnel Services	1,065,367
Other Expenditures	977,751
	<u>2,043,118</u>
<b>34 TRANSIT POLICE</b>	
Personnel Services	14,159,199
Other Expenditures	753,241
	<u>14,912,440</u>
<b>35 SERVICE MANAGEMENT</b>	
Personnel Services	5,842,643
Other Expenditures	1,074,551
	<u>6,917,194</u>
<b>36 POWER &amp; WAY</b>	
Personnel Services	11,680,472
Other Expenditures	3,559,671
	<u>15,240,143</u>
<b>38 SERVICE QUALITY MGMT</b>	
Personnel Services	7,737,407
Other Expenditures	12,525
	<u>7,749,932</u>
<b>39 FLEET MANAGEMENT</b>	
Personnel Services	17,768,728
Other Expenditures	20,440,365
	<u>38,209,093</u>
<b>43 PASS THRUS</b>	
Personnel Services	-
Other Expenditures	650,000
	<u>650,000</u>
<b>46 HAYDEN DISTRICT</b>	
Personnel Services	46,052,038
Other Expenditures	582,150
	<u>46,634,188</u>
<b>49 TRISKETT DISTRICT</b>	
Personnel Services	35,213,419
Other Expenditures	310,100
	<u>35,523,519</u>
<b>58 INTELLIGENT TRANSPORTATION SYSTEMS</b>	
Personnel Services	965,656
Other Expenditures	1,226,757
	<u>2,192,413</u>
<b>DIVISION TOTAL</b>	<b>\$ 222,537,539</b>

	<b>2022 Budget Appropriation</b>
<b>FINANCE DIVISION</b>	
10 OFFICE OF BUSINESS DEVELOPMENT	
Personnel Services	\$ 435,682
Other Expenditures	5,580
	<u>441,262</u>
60 ACCOUNTING	
Personnel Services	2,923,515
Other Expenditures	1,423,500
	<u>4,347,015</u>
62 SUPPORT SERVICES	
Personnel Services	738,305
Other Expenditures	377,993
	<u>1,116,298</u>
64 PROCUREMENT	
Personnel Services	1,737,594
Other Expenditures	38,000
	<u>1,775,594</u>
65 REVENUE	
Personnel Services	1,620,365
Other Expenditures	611,025
	<u>2,231,390</u>
67 OFFICE OF MANAGEMENT & BUDGET	
Personnel Services	916,609
Other Expenditures	5,373,250
	<u>6,289,859</u>
<b>DIVISION TOTAL</b>	<b>\$ 16,201,418</b>
<b>ENGINEERING &amp; PROJECT MANAGEMENT DIVISION</b>	
55 PROJECT SUPPORT	
Personnel Services	\$ 359,132
Other Expenditures	96,050
	<u>455,182</u>
57 PROGRAMMING & PLANNING	
Personnel Services	541,240
Other Expenditures	355,992
	<u>897,232</u>
80 ENGINEERING & PROJECT DEVELOPMENT	
Personnel Services	2,298,830
Other Expenditures	177,240
	<u>2,476,070</u>
<b>DIVISION TOTAL</b>	<b>\$ 3,828,484</b>

	<b>2022 Budget Appropriation</b>
<b>LEGAL AFFAIRS DIVISION</b>	
15 SAFETY	
Personnel Services	\$ 704,584
Other Expenditures	289,910
	<u>994,494</u>
21 LEGAL	
Personnel Services	2,556,567
Other Expenditures	1,647,850
	<u>4,204,417</u>
22 RISK MANAGEMENT	
Personnel Services	810,498
Other Expenditures	4,167,777
	<u>4,978,275</u>
<b>DIVISION TOTAL</b>	<b>\$ 10,177,186</b>
<b>HUMAN RESOURCES DIVISION</b>	
14 HUMAN RESOURCES	
Personnel Services	\$ 1,891,969
Other Expenditures	482,265
	<u>2,374,234</u>
18 LABOR & EMPLOYEE RELATIONS	
Personnel Services	1,226,305
Other Expenditures	497,355
	<u>1,723,660</u>
30 TRAINING & EMPLOYEE DEVELOPMENT	
Personnel Services	3,413,881
Other Expenditures	829,658
	<u>4,243,539</u>
<b>DIVISION TOTAL</b>	<b>\$ 8,341,433</b>
<b>EXECUTIVE DIVISION</b>	
12 EXECUTIVE	
Personnel Services	\$ 483,813
Other Expenditures	595,339
	<u>1,079,152</u>
16 SECRETARY/TREASURER - BOARD OF TRUSTEES	
Personnel Services	152,573
Other Expenditures	146,700
	<u>299,273</u>

	<b>2022 Budget Appropriation</b>
<b>19 INTERNAL AUDIT</b>	
Personnel Services	892,261
Other Expenditures	126,180
	<hr/> 1,018,441
<b>99 FUND TRANSFERS</b>	
Personnel Services	-
Other Expenditures	65,147,080
	<hr/> 65,147,080
<b>DIVISION TOTAL</b>	<b>\$ 67,543,946</b>
<b>ADMINISTRATION &amp; EXTERNAL AFFAIRS</b>	
<b>53 ADMINISTRATION &amp; EXTERNAL AFFAIRS</b>	
Personnel Services	2,248,259
Other Expenditures	1,062,550
	<hr/> 3,310,809
<b>DIVISION TOTAL</b>	<b>\$ 3,310,809</b>
<b>INNOVATION AND TECHNOLOGY DIVISION</b>	
<b>61 INNOVATION AND TECHNOLOGY</b>	
Personnel Services	3,591,136
Other Expenditures	4,371,999
	<hr/> 7,963,135
<b>DIVISION TOTAL</b>	<b>\$ 7,963,135</b>
<b>GRAND TOTAL</b>	<b>\$ 339,903,950</b>

**CAPITAL IMPROVEMENT FUNDS**

(Resolution No. 2021-055 approved on May 25, 2021, and Resolution No. 2021-112, pending approval on December 21, 2021)

Construction and Acquisition of Transit Facilities and Equipment	\$136,834,620
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**BOND RETIREMENT FUND**

Debt Service – Principal	\$9,535,000
Debt Service – Interest	2,338,700
Other	1,500

**INSURANCE FUND**

Claims & Premium Outlay	\$2,993,000
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**SUPPLEMENTAL PENSION FUND**

Benefits Payments	\$58,000
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**LAW ENFORCEMENT FUND**

Safety & Security Training	\$25,000
Capital & Related Items	0

**RESERVE FUND**

Transfers to General Fund	0
Transfers to RTA Development Fund	\$10,000,000

**CUMULATED APPROPRIATIONS**

General Fund	\$339,903,950
Capital Improvement Funds	136,834,620
Bond Retirement Fund	11,875,200
Insurance Fund	2,993,000
Supplemental Pension Fund	58,000
Law Enforcement Fund	25,000
Reserve Fund	10,000,000

Section 2. That transfers of funds may be made in this appropriation budget from one division to another, or from one department to another, or from one line item to another, or from one fund to another, and that transfers of funds shall be reported to the Board within thirty (30) days after the end of the month in which said transfer occurred.

Section 3. As part of this appropriation, the General Manager, Chief Executive Officer is granted the authority to upgrade or downgrade positions within the Authority provided that the total number of positions approved in the budget is not exceeded. Furthermore, the General Manager, Chief Executive Officer may transfer positions from one department to another so long as the total number of positions approved in the budget is not exceeded.



Section 4. That as part of this appropriation, the General Manager, Chief Executive Officer is granted the authority to make expenditures for coffee, meals, refreshments, and other amenities for Authority employees or other persons in furtherance of official business of GCRTA. The appropriation includes \$41,300 allocated to the following departments:

<b>Meals &amp; Concessions</b>		
<b>Dept#</b>	<b>Dept Name</b>	<b>Budget</b>
10	OFFICE OF BUSINESS DEVELOPMENT	400
12	EXECUTIVE	2,500
14	HUMAN RESOURCES	7,000
15	SAFETY	2,400
16	SECRETARY / TREASURER - BOARD OF TRUSTEES	1,500
18	LABOR & EMPLOYEE RELATIONS	2,800
19	INTERNAL AUDIT	800
21	LEGAL	1,000
22	RISK MANAGEMENT	-
30	TRAINING & EMPLOYEE DEVELOPMENT	1,500
31	PARATRANSIT DISTRICT	100
32	RAIL DISTRICT	3,000
33	ASSET AND CONFIGURATION MANAGEMENT	250
34	TRANSIT POLICE	500
35	SERVICE MANAGEMENT	300
36	POWER & WAY	2,500
38	SERVICE QUALITY MANAGEMENT	1,000
39	FLEET MANAGEMENT	1,000
46	HAYDEN DISTRICT	400
49	TRISKETT DISTRICT	400
53	ADMINISTRATION & EXTERNAL AFFAIRS	7,000
55	PROJECT SUPPORT	250
57	PROGRAMMING & PLANNING	100
58	INTELLIGENT TRANSPORTATION SYSTEMS	1,000
60	ACCOUNTING	600
61	INFORMATION TECHNOLOGY	750
62	SUPPORT SERVICES	-
64	PROCUREMENT	200
65	REVENUE	-
67	OFFICE OF MANAGEMENT & BUDGET	1,250
80	ENGINEERING & PROJECT DEVELOPMENT	800
<b>Total</b>		<b>41,300</b>

Section 5. That the Board of Trustees hereby approves the Greater Cleveland Regional Transit Authority's 2022 Management and Non-Bargaining Salary Structure, as set forth in Attachment 1.

Section 6. That the FY 2022 Budget may from time to time be amended and additional monies that may be received in FY 2022 may be appropriated.

Section 7. That this resolution shall become effective immediately upon its adoption.

Attachment 1 – GCRTA 2022 Management & Non-Bargaining Salary Structure

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer

## Attachment 1

### 2022 Non-bargaining Salary Structure

<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
<b>DGM99.X</b>	\$125,294	\$166,016	\$206,737
<b>32.R</b>	\$122,111	\$161,796	\$201,482
<b>31.A</b>	\$106,183	\$140,692	\$175,201
<b>30.B</b>	\$99,030	\$131,214	\$163,398
<b>30.A</b>	\$91,877	\$121,736	\$151,595
<b>29.R</b>	\$89,040	\$117,977	\$146,913
<b>29.B</b>	\$85,689	\$113,536	\$141,383
<b>29.A</b>	\$79,500	\$105,336	\$131,172
<b>28.R</b>	\$77,079	\$102,128	\$127,178
<b>28.A</b>	\$68,820	\$91,186	\$113,552
<b>27.A</b>	\$62,618	\$82,969	\$103,320
<b>26.A</b>	\$56,920	\$75,419	\$93,917
<b>25.A</b>	\$51,750	\$68,568	\$85,387
<b>24.A</b>	\$47,914	\$63,486	\$79,058
<b>23.A</b>	\$38,454	\$50,951	\$63,448
<b>22.A</b>	\$32,369	\$42,888	\$53,407

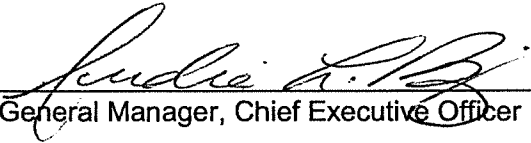


Greater Cleveland Regional Transit Authority  
**STAFF SUMMARY AND COMMENTS**

TITLE/DESCRIPTION:  AMENDING BUDGET APPROPRIATIONS FOR THE FY 2022 CAPITAL IMPROVEMENT FUND BUDGET TO PROVIDE FOR AN INCREASE OF \$34,200,000	Resolution No.: 2021-113
	Date: December 16, 2021
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will authorize an increase in the Fiscal Year ("FY") 2022 Capital Improvement Fund budget appropriation by \$34,200,000.
- 2.0 DESCRIPTION/JUSTIFICATION: The proposed amendment to the FY 2022 Capital Improvement Fund budget will increase the overall appropriation by \$34,200,000 in order to establish the proper budget authority to cover rail car purchases, rehabilitation of Tower City East Portal and Hayden District roof replacement.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 POLICY IMPACT: The FY 2022 Capital Improvement Fund budget provides for the upkeep of the Authority's existing infrastructure, facilities, equipment, vehicle replacement programs, and also provides for the implementation of projects included in the Long-Range Plan. This increase in the FY 2022 Capital Improvement Fund budget will establish sufficient budget authority to cover rail car purchases, rehabilitate Tower City East Portal and Hayden District roof replacement in the FY 2022 Capital Budget.
- 5.0 ECONOMIC IMPACT: These revisions will increase the total FY 2022 Capital Improvement Fund budget appropriation established in Resolution Nos. 2021-55 by \$34,200,000. The FY 2022 Capital Improvement Fund budget will increase to \$136,834,620.
- 6.0 ALTERNATIVES: Not approve the budget revision as proposed. This would leave insufficient budget in the Capital Improvement Fund to cover the additional anticipated expenses.
- 7.0 RECOMMENDATION: The proposed amendment to the FY 2022 Capital Improvement Fund budget appropriation was reviewed by the Board's Operational Planning & Infrastructure Committee on December 7, 2021. It is recommended that the Board adopt the amended FY 2022 Capital Improvement Fund budget appropriation as proposed.
- 8.0 ATTACHMENTS:
  - A. 2022 – 2026 Amended Combined Capital Improvement Plan
  - B. 2022 – 2026 Amended RTA Development Fund Capital Improvement Plan
  - C. 2022 – 2026 RTA Capital Fund Capital Improvement Plan

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



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General Manager, Chief Executive Officer

ATTACHMENT A

**2022 - 2026 AMENDED COMBINED CAPITAL IMPROVEMENT PLAN**  
**Combined Budget Authority**

PROJECT CATEGORY	2022 Budget	2023 Plan	2024 Plan	2025 Plan	2026 Plan	2022-2026
Bus Garages	\$700,000	\$3,525,000	\$3,400,000	\$0	\$0	\$7,625,000
Bus Improvement Program	\$21,300,000	\$21,066,750	\$21,066,750	\$21,066,750	\$21,066,750	\$105,567,000
Equipment & Vehicles	\$7,499,620	\$7,171,104	\$4,259,076	\$4,210,160	\$7,237,612	\$30,377,572
Facilities Improvements	\$28,980,000	\$16,715,000	\$13,580,000	\$13,080,350	\$14,986,000	\$87,341,350
Other Projects	\$5,837,500	\$2,637,500	\$2,637,500	\$21,637,500	\$21,637,500	\$54,387,500
Preventive Maint./Oper. Reimb.	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$11,500,000	\$15,500,000
Rail Projects	\$31,750,000	\$30,550,000	\$39,400,000	\$34,000,000	\$30,500,000	\$166,200,000
Rail Car Replacement Program	\$39,467,500	\$21,982,500	\$41,892,500	\$41,804,650	\$21,450,000	\$166,597,150
Transit Centers	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>TOTALS</b>	<b>\$136,834,620</b>	<b>\$104,947,854</b>	<b>\$127,535,826</b>	<b>\$137,099,410</b>	<b>\$128,677,862</b>	<b>\$635,095,572</b>

ATTACHMENT B

2022 - 2026 RTA AMENDED DEVELOPMENT FUND CAPITAL IMPROVEMENT PLAN  
RTA DEVELOPMENT FUND BUDGET AUTHORITY

PROJECT CATEGORY	2022 Budget	2023 Plan	2024 Plan	2025 Plan	2026 Plan	2022-2026
Bus Garages	\$700,000	\$3,525,000	\$3,400,000	\$0	\$0	\$7,625,000
Bus Improvement Program	\$21,300,000	\$21,066,750	\$21,066,750	\$21,066,750	\$21,066,750	\$105,567,000
Equipment & Vehicles	\$5,756,620	\$5,506,620	\$2,506,620	\$2,506,620	\$5,493,612	\$21,770,092
Facilities Improvements	\$26,525,000	\$14,305,000	\$11,270,000	\$10,770,350	\$12,676,000	\$75,546,350
Other Projects	\$5,837,500	\$2,637,500	\$2,637,500	\$21,637,500	\$21,637,500	\$54,387,500
Preventive Maint./Oper. Reimb.	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$11,500,000	\$15,500,000
Rail Projects	\$31,750,000	\$30,550,000	\$39,400,000	\$34,000,000	\$30,500,000	\$166,200,000
Rail Car Replacement Program	\$39,467,500	\$21,982,500	\$41,892,500	\$41,804,650	\$21,450,000	\$166,597,150
Transit Centers	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>TOTALS</b>	<b>\$132,636,620</b>	<b>\$100,873,370</b>	<b>\$123,473,370</b>	<b>\$133,085,870</b>	<b>\$124,623,862</b>	<b>\$614,693,092</b>

ATTACHMENT C

**2022 - 2026 RTA CAPITAL FUND CAPITAL IMPROVEMENT PLAN  
RTA CAPITAL FUND BUDGET AUTHORITY**

PROJECT CATEGORY	2022 Budget	2023 Plan	2024 Plan	2025 Plan	2026 Plan	2022-2026
Bus Garages	\$0	\$0	\$0	\$0	\$0	\$0
Bus Improvement Program	\$0	\$0	\$0	\$0	\$0	\$0
Equipment & Vehicles	\$1,743,000	\$1,664,484	\$1,752,456	\$1,703,540	\$1,744,000	\$8,607,480
Facilities Improvements	\$2,455,000	\$2,410,000	\$2,310,000	\$2,310,000	\$2,310,000	\$11,795,000
Other Projects	\$0	\$0	\$0	\$0	\$0	\$0
Preventive Maint./Oper. Reimb.	\$0	\$0	\$0	\$0	\$0	\$0
Rail Projects	\$0	\$0	\$0	\$0	\$0	\$0
Transit Centers	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTALS</b>	<b>\$4,198,000</b>	<b>\$4,074,484</b>	<b>\$4,062,456</b>	<b>\$4,013,540</b>	<b>\$4,054,000</b>	<b>\$20,402,480</b>



RESOLUTION NO. 2021-113

AMENDING BUDGET APPROPRIATIONS FOR THE FY 2022 CAPITAL IMPROVEMENT FUND BUDGET TO PROVIDE FOR AN INCREASE OF \$34,200,000

WHEREAS, there is both a legal and a managerial requirement to establish the revenues to be received for the upcoming fiscal year, including all taxes, user fees, and other types of revenues, as well as estimates of all expenditures or outlays for the capital programs of this public transportation system to be paid or met from said revenue during each fiscal year; and

WHEREAS, in order to meet those requirements, a Capital Improvement Fund budget for the Greater Cleveland Regional Transit Authority ("Authority") for Fiscal Year ("FY") 2022, beginning January 1, 2022 and ending December 31, 2022, was prepared and adopted by the Board of Trustees on May 25, 2021 through Resolution No. 2021-55; and

WHEREAS, the Authority will increase the appropriations for the Capital Improvement Fund by \$34,200,000 to enable the Authority to purchase railcars, rehabilitate Tower City East Portal, replace roofing at Hayden District and align the appropriations for FY 2022 Capital Budget.

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

Section 1. That the appropriation budget set forth in Resolution No. 2021-55, adopted May 25, 2021, be and is hereby amended as follows:

FY 2022 CAPITAL IMPROVEMENT FUND BUDGET APPROPRIATION

<u>Current 2022 Appropriation</u>	<u>Amended 2022 Appropriation</u>
\$102,634,620	\$136,834,620

Section 2. That Resolution No. 2021-55 shall remain unchanged in all other respects.

Section 3. That this resolution shall become effective immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> ESTABLISHMENT OF A THREE YEAR OVERAL ANNUAL DBE GOAL FOR FEDERAL FISCAL YEARS 2022 THRU 2024	Resolution No.: 2021-114
	Date: December 16, 2021
	Initiator: Office of Business Development
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 **PURPOSE/SCOPE:** This action will allow the Authority to establish a three-year overall annual goal for Disadvantage Business Enterprise (DBE) participation for Federal Fiscal Years (FFYs) 2022 thru 2024.

2.0 **DESCRIPTION/JUSTIFICATION:** Pursuant to the Federal Transit Administration (FTA) regulations for its DBE program, Title 49 of the Code of Federal Regulations Part 26, as amended, the Authority, as a recipient of funding from the FTA, is required to establish a three-year DBE participation goal.

The purpose of the DBE program is to help create a level playing field as related to past community-wide disparities in local contracting opportunities, so that DBE firms can more fairly compete in all facets of local contracting opportunities. The program objectives are to increase the number and quality of bids received from and contracting done with DBE firms.

3.0 **PROCUREMENT BACKGROUND:** Does not apply.

4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** in compliance with federal regulations and guidelines, the Authority proposes a three-year overall annual goal of 21.5% relative to DBE participation, in the aggregate, of all federally-assisted contracts of \$25,000.00 or more awarded by the Authority during FFYs 2022 thru 2024.

5.0 **POLICY IMPACT:** This action is required to comply with the Authority's DBE Program and the Code of Federal Regulations, 49 CFR Part 26.

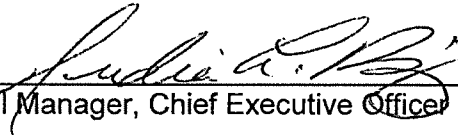
6.0 **ECONOMIC IMPACT:** This action supports the continuation of GCRTA's eligibility for federal financial assistance. FTA provides grants in support of GCRTA's Capital Program.

7.0 **ALTERNATIVES:** Disapprove the establishment of the three-year overall annual goal for DBE participation. Disapproval of the three-year overall annual DBE goal would adversely impact and delay the awarding and approval of grants by FTA.

8.0 **RECOMMENDATION:** The proposed DBE goal FFYs 2022 thru 2024 was reviewed by the Board of Trustees Organizational, Services & Performance Monitoring Committee at the December 7, 2021 meeting and recommended for award. Staff recommends approval of the resolution to establish an overall DBE goal of 21.5% for DBE participation in federally assisted contracts FFYs 2022 thru 2024.

9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

RESOLUTION NO. 2021-114

AUTHORIZING THE ESTABLISHMENT OF A THREE-YEAR OVERALL ANNUAL GOAL FOR DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION IN THE AUTHORITY'S FEDERALLY FUNDED CONTRACT PROCUREMENT OPPORTUNITIES FOR FEDERAL FISCAL YEARS 2022 THRU 2024, AND IT'S SUBMISSION TO THE FEDERAL TRANSIT ADMINISTRATION

WHEREAS, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) and the Federal Transit Administration regulations for the Disadvantaged Business Enterprise (DBE) program, Title 49 of the Code of Federal Regulations Part 26, require the establishment of an overall goal for the participation of DBE's in federally funded contracts; and

WHEREAS, the Authority's DBE Program requires that the General Manager, Chief Executive Officer establish a three-year DBE goal for the use of DBE's in contracts led by the Authority; and

WHEREAS, pursuant to the Federal Transit Administration DBE Program guidelines, the Authority has developed a three-year overall annual goal of 21.5% for DBE participation in federally funded contracts awarded by the Authority in Federal Fiscal Years (FFYs) 2022 thru 2024; and

WHEREAS, the General Manager, Chief Executive Officer has met with executive staff to propose a three-year overall annual goal for DBE participation in Authority contracts during FFY 2022 thru 2024, commencing October 1, 2021 and ending September 30, 2024.

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

Section 1. That the three-year overall annual goal for Disadvantaged Business Enterprise (DBE) participation is set at 21.5% of the total dollar amount of federally funded contracts awarded by the Authority during Federal Fiscal years (FFYs) 2022 thru 2024.

Section 2. That the General Manager, Chief Executive Officer of the Authority is directed to advise the Federal Transit Administration accordingly and publish this goal in accordance with the requirements of the DBE Program.

Section 3. That the three-year overall annual goal hereby established for FFYs 2022 thru 2024 is subject to review, modification, and approval by the Federal Transit Administration.

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

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer

<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> PURCHASE OF PROPERTY INSURANCE PROGRAM FROM VARIOUS UNDERWRITERS  <b>VENDOR:</b> AON RISK SERVICES NORTHEAST, INC.  <b>AMOUNT:</b> NTE \$1,183,061.00 FOR PERIOD OF TWELVE MONTHS	<b>Resolution No.:</b> 2021-115
	<b>Date:</b> December 16, 2021
	<b>Initiator:</b> Risk Management Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will provide the Authority with insurance to protect the physical assets of the Authority for a period of twelve (12) months.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires all-risk property insurance to protect its physical assets in case of fire, explosion, windstorm and similar perils. The current property insurance policy expires January 1, 2022. The detailed results of that program renewal were summarized in the presentation made to the Board of Trustees on December 7, 2021.
- 3.0 **PROCUREMENT BACKGROUND:** GCRTA carries an all-risk property insurance policy which protects the physical assets of GCRTA from fire, windstorm, explosion, and similar perils. Incumbent Carriers are Liberty Mutual and Evanston; Two Programs; Total Insured Value \$1.85 billion:
  - The first program is written by Liberty Mutual and is for the coverage of all GCRTA real and personal property including rolling stock when garaged.
    - Blanket Limit: \$500 million , Deductible \$250,000
  - The second program is a stand-alone Rolling Stock policy written by Evanston Insurance Company and specifically provides coverage for GCRTA Rolling Stock when rolling (both rail and bus).
    - Blanket Limit: \$25,000,000, Deductible \$500,000

Given the combination of no incumbent carrier, the very difficult property insurance market in 2020, and some recent loss experience in our record, it was an extreme situation. We were told to expect a 40 to 50% increase given those factors. However, the result of last year's renewal was a 31% increase which was 12% under budget. This year, we were told that the market has improved somewhat and to budget 15 to 20%.

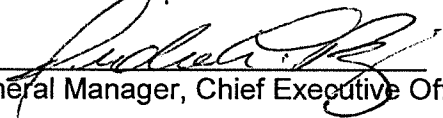
Since we conducted a full scale marketing effort in 2020, our brokers conducted only a very limited marketing exercise this year and negotiating with incumbent markets.

We have received the results of the marketing and negotiation efforts and they are as follows. Liberty quoted a 7% rate increase; Evanston quoted a 2.5% rate increase. After applying these rates against updated total insured values (TIV), the resulting premium is \$1,183,061.00, an increase of approximately \$80,000.00 or a 7% increase over the expiring premium of \$1,102,542.00. We are pleased to report that this amount is 7.2% below the budgeted amount of \$1,268,000.00.

Both Liberty Mutual and Evanston Insurance Company carry the highest possible financial security rating offered by Best's Insurance Rating service (A XV), demonstrating their financial stability and ability to pay claims. The Procurement Department has determined the negotiated rates to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This insurance policy shall be funded through the General Fund, Risk Management Department budget, payable with 2022 funds (contingent upon Board approval of the 2022 Operating Budget) at a total contract amount not to exceed \$1,183,061.00 for the twelve (12) month period beginning January 1, 2022.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will leave the Authority without property insurance, putting substantial assets of the Authority at risk.
- 8.0 RECOMMENDATION: This property insurance program was discussed by the Board of Trustees Audit, Safety Compliance and Real Estate Committee at the December 7, 2021 meeting. It is recommended that the submittal of the underwriters through Aon Risk Services Northeast, Inc., be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to purchase the property insurance policies.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
General Manager, Chief Executive Officer

RESOLUTION NO. 2021-115

AUTHORIZING THE PURCHASE OF PROPERTY INSURANCE FROM VARIOUS INSURANCE UNDERWRITERS THROUGH AON RISK SERVICES NORTHEAST, INC. FOR A PERIOD OF TWELVE (12) MONTHS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,183,061.00 (GENERAL FUND, RISK MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires property insurance to protect its physical assets; and

WHEREAS, proposals from various underwriters have been received, and were evaluated in accordance with the Authority's Policies and Procedures; and

WHEREAS, the submittal of a group of underwriters through Aon Risk Services Northeast, Inc., located at 950 Main Avenue, Suite 1600, Cleveland, Ohio 44113, to provide property insurance coverage for a period of twelve (12) months was received, and after negotiations, an amount not to exceed \$1,183,061.00 for the twelve (12) month period was agreed upon; and

WHEREAS, the General Manager, Chief Executive Officer deems the acceptance of the submittal of various underwriters, through Aon Risk Services Northeast, Inc. for a property insurance program, as modified by negotiations, to be the most advantageous to the Authority and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the submittal of a group of underwriters, through Aon Risk Services Northeast, Inc., as modified by negotiations, to provide a property insurance program, for a period of twelve (12) months, is hereby accepted as the most advantageous to the Authority, price and all other factors considered.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Aon Risk Services Northeast, Inc. for the purchase of property insurance coverages from Liberty Mutual and Evanston Insurance Company, and with such other carriers as the General Manager, Chief Executive Officer may deem appropriate, to provide property insurance coverage up to the limit of \$500,000,000 per occurrence from January 1, 2022 to January 1, 2023, at premiums not to exceed \$1,183,061.00.

Section 3. This insurance program shall be payable out of the General Fund, Risk Management Department budget, payable with 2022 funds (contingent upon Board approval of the 2022 Operating Budget), at a total amount not to exceed \$1,183,061.00 for twelve (12) months beginning January 1, 2022.

Section 4. That said agreement shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_

President

Attest: \_\_\_\_\_

Secretary-Treasurer



RESOLUTION NO. 2021-116

AUTHORIZING A SALARY ADJUSTMENT FOR ANTHONY A. GAROFOLI,  
EXECUTIVE DIRECTOR OF INTERNAL AUDIT

WHEREAS, pursuant to Article IX, Section 6 of the Bylaws of the Greater Cleveland Regional Transit Authority ("Authority"), the Authority's Board of Trustees ("Board") is responsible for making all personnel decisions regarding the Executive Director of Internal Audit; and

WHEREAS, in 2021, the Board conducted an evaluation of the job performance of Anthony A. Garofoli, Executive Director of Internal Audit and based on that evaluation, has determined that a salary adjustment is warranted.

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

Section 1. That the annual base salary for Anthony A. Garofoli, Executive Director of Internal Audit shall be increased from \$140,531.67, to an annual base salary of \$144,752.43.

Section 2. That the increased annual base salary for Anthony A. Garofoli will be retroactive to January 1, 2021 and will be effective December 12, 2021.

Section 3. That this resolution shall become effective immediately upon its adoption.

Adopted: December 21, 2021

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



**THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**  
**REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND**  
**FOR THE PERIOD ENDED NOVEMBER 30, 2021 AND NOVEMBER 30, 2020**

	CURRENT MONTH	PRIOR YR MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2021 YTD	2020 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL	
<b>PASSENGER FARES:</b>											
CASH FARES	\$ 755,262	\$ 607,877	\$ 147,385	24.25%	31.6%	\$ 8,171,332	\$ 8,815,869	\$ (644,537)	(7.31%)	2.17%	
PASS/TICKET SALES	437,899	790,517	(352,618)	(42.08%)	1.92%	5,357,060	6,881,116	(1,524,056)	(22.15%)	1.42%	
CMUSD - STUDENT FARECARDS	480,802	1,142	479,660	-	2.01%	1,149,325	817,325	332,000	40.62%	0.31%	
L-PASS	241,000	237,385	3,615	1.52%	1.01%	1,220,568	1,864,365	(643,797)	(34.53%)	0.32%	
MOBILE TICKETING	390,039	291,805	98,234	33.66%	1.63%	3,908,237	3,907,157	1,080	0.03%	1.04%	
<b>SUBTOTAL PASSENGER FARES</b>	<b>2,325,002</b>	<b>1,928,726</b>	<b>396,276</b>	<b>20.55%</b>	<b>9.74%</b>	<b>19,806,522</b>	<b>22,285,832</b>	<b>(2,479,310)</b>	<b>(11.13%)</b>	<b>5.26%</b>	
<b>OPERATING SUBSIDIES:</b>											
SALES & USE TAX	20,326,433	17,091,362	3,235,071	18.93%	85.15%	218,509,012	191,865,413	26,643,599	13.89%	58.05%	
<b>SUBTOTAL OPERATING SUBSIDIES</b>	<b>20,326,433</b>	<b>17,091,362</b>	<b>3,235,071</b>	<b>18.93%</b>	<b>85.15%</b>	<b>218,509,012</b>	<b>191,865,413</b>	<b>26,643,599</b>	<b>13.89%</b>	<b>58.05%</b>	
<b>OTHER REVENUE:</b>											
ADVERTISING/CONCESSIONS/COMMISSIONS	11,180	21,939	(10,759)	(49.04%)	0.05%	683,501	1,580,773	(897,272)	(56.76%)	0.18%	
NAMING RIGHTS LESS COMMISSIONS	-	122,482	(122,482)	-	0.00%	397,224	503,861	(106,637)	(21.16%)	0.11%	
RENTAL INCOME	22,571	20,886	1,685	8.07%	0.09%	377,040	234,680	92,360	39.36%	0.09%	
INTEREST INCOME	8,068	16,453	(8,385)	(50.96%)	0.03%	91,027	683,278	(592,251)	(86.68%)	0.02%	
OTHER	21,512	1,285	20,227	-	0.09%	291,662	93,255	198,407	-	0.08%	
<b>SUBTOTAL OTHER REVENUE</b>	<b>63,331</b>	<b>183,045</b>	<b>(119,714)</b>	<b>(65.40%)</b>	<b>0.27%</b>	<b>1,790,454</b>	<b>3,095,647</b>	<b>(1,305,193)</b>	<b>(42.17%)</b>	<b>0.48%</b>	
<b>REIMBURSEMENTS AND OTHER SOURCES OF CASH:</b>											
FUEL/CNG/PROPANE TAX REFUNDS	196,434	249,512	(53,078)	(21.27%)	0.82%	1,351,976	2,957,424	(1,605,448)	(54.29%)	0.36%	
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	-	16,254	(16,254)	-	0.00%	282,335	812,398	(530,063)	(65.25%)	0.08%	
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	810,735	-	810,735	-	3.40%	8,622,094	20,000,000	(11,377,906)	(56.89%)	2.29%	
FEDERAL OPERATING ASSISTANCE	91,422	59,478	31,944	53.71%	0.38%	1,404,783	664,743	740,040	-	0.37%	
MISCELLANEOUS RECEIPTS	59,317	41,021	18,296	44.60%	0.25%	2,433,006	2,430,756	2,250	0.09%	0.65%	
FEDERAL CARES ACT	-	-	-	-	0.00%	-	111,977,170	(111,977,170)	-	-	0.00%
FEDERAL CRSSAA	-	-	-	-	0.00%	67,416,466	67,416,466	-	-	17.91%	
FEDERAL ARP	-	-	-	-	0.00%	54,815,088	-	54,815,088	-	14.56%	
<b>SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH</b>	<b>1,157,908</b>	<b>366,265</b>	<b>791,643</b>	<b>4.85%</b>	<b>4.85%</b>	<b>136,375,748</b>	<b>138,842,491</b>	<b>(2,516,743)</b>	<b>(1.81%)</b>	<b>36.22%</b>	
<b>TOTAL CASH RECEIVED - GENERAL FUND</b>	<b>\$ 23,872,674</b>	<b>\$ 19,569,398</b>	<b>\$ 4,303,276</b>	<b>21.99%</b>	<b>100.00%</b>	<b>\$ 376,431,736</b>	<b>\$ 356,089,583</b>	<b>\$ 20,342,153</b>	<b>5.71%</b>	<b>100.00%</b>	



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
 REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND  
 FOR THE PERIOD ENDED NOVEMBER 30, 2021

	BUDGET MONTH	CURRENT MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2021 YTD BUDGET	2021 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
<b>PASSENGER FARES:</b>										
CASH FARES	\$ 885,995	\$ 755,262	\$ (130,733)	(14.76%)	3.16%	\$ 10,565,852	\$ 8,171,352	\$ (2,394,500)	(22.66%)	2%
PASS/TICKET SALES	702,437	457,899	(244,538)	(34.81%)	1.92%	8,206,559	5,357,060	(2,849,499)	(34.72%)	1.42%
CMSSD - STUDENT FARECARDS	1,000	480,802	479,802	-	2.01%	268,000	1,149,325	881,325	-	0.31%
U-PASS	-	241,000	241,000	-	1.01%	1,964,861	1,220,568	(744,293)	(37.88%)	0.32%
MOBILE TICKETING	458,572	390,039	(68,533)	(14.94%)	1.63%	4,467,799	3,908,237	(559,562)	(12.52%)	1.04%
<b>SUBTOTAL PASSENGER FARES</b>	<b>2,048,004</b>	<b>2,325,002</b>	<b>276,998</b>	<b>13.53%</b>	<b>9.74%</b>	<b>25,473,070</b>	<b>19,806,522</b>	<b>(5,666,548)</b>	<b>(22.25%)</b>	<b>5.26%</b>
<b>OPERATING SUBSIDIES:</b>										
SALES & USE TAX	18,555,412	20,326,433	1,771,021	9.54%	85.15%	196,855,807	218,509,012	21,653,205	11.00%	58.05%
<b>SUBTOTAL OPERATING SUBSIDIES</b>	<b>18,555,412</b>	<b>20,326,433</b>	<b>1,771,021</b>	<b>9.54%</b>	<b>85.15%</b>	<b>196,855,807</b>	<b>218,509,012</b>	<b>21,653,205</b>	<b>11.00%</b>	<b>58.05%</b>
<b>OTHER REVENUE:</b>										
ADVERTISING/CONCESSIONS/COMMISSIONS	11,492	11,180	(312)	(2.71%)	0.05%	944,296	683,501	(260,795)	(27.62%)	0.18%
NAMING RIGHTS LESS COMMISSIONS	-	-	-	-	0.00%	494,693	397,224	(97,469)	(19.70%)	0.11%
RENTAL INCOME	19,341	22,571	3,230	16.70%	0.09%	587,795	327,040	(260,755)	(44.36%)	0.09%
INTEREST INCOME	127,582	8,068	(119,514)	(93.68%)	0.03%	1,989,927	91,027	(1,898,900)	(95.43%)	0.02%
OTHER	12,540	21,512	8,972	-	0.09%	600,022	291,662	(308,360)	(51.39%)	0.08%
<b>SUBTOTAL OTHER REVENUE</b>	<b>170,955</b>	<b>63,331</b>	<b>(107,624)</b>	<b>(62.95%)</b>	<b>0.27%</b>	<b>4,616,733</b>	<b>1,790,454</b>	<b>(2,826,279)</b>	<b>(61.22%)</b>	<b>0.48%</b>
<b>REIMBURSEMENTS AND OTHER SOURCES OF CASH:</b>										
FUEL/CNG/PROPANE TAX REFUNDS	-	196,434	196,434	-	0.82%	974,817	1,351,976	377,159	38.69%	0.36%
GRANT REIMBURSEMENT (FEDERAL - STATE, LOCAL MATCH)	17,469	-	(17,469)	-	0.00%	170,194	282,335	112,141	65.89%	0.08%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	810,735	810,735	-	3.40%	10,453,128	8,622,094	(1,831,034)	(17.52%)	2.29%
FEDERAL OPERATING ASSISTANCE	-	91,422	91,422	-	0.38%	-	1,404,783	1,404,783	-	0.37%
MISCELLANEOUS RECEIPTS	41,320	59,317	17,997	43.56%	0.25%	914,587	2,433,006	1,518,419	-	0.65%
FEDERAL CARES ACT	-	-	-	-	0.00%	-	-	-	-	0.00%
FEDERAL CRSSAA	-	-	-	-	0.00%	-	67,416,466	67,416,466	-	17.91%
FEDERAL ARP	-	-	-	-	0.00%	-	54,815,088	54,815,088	-	14.56%
<b>SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH</b>	<b>58,789</b>	<b>1,157,908</b>	<b>1,099,119</b>	<b>-</b>	<b>4.85%</b>	<b>12,512,727</b>	<b>136,325,748</b>	<b>123,813,021</b>	<b>-</b>	<b>36.22%</b>
<b>TOTAL CASH RECEIVED - GENERAL FUND</b>	<b>\$ 20,893,160</b>	<b>\$ 23,872,674</b>	<b>\$ 3,039,514</b>	<b>14.59%</b>	<b>100.00%</b>	<b>\$ 239,458,336</b>	<b>\$ 376,431,736</b>	<b>\$ 136,973,400</b>	<b>57.20%</b>	<b>100.00%</b>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
SALES AND USE TAXES  
ACTUAL RECEIPTS THROUGH DECEMBER 2021**

MONTH RECEIVED	2019 ACTUAL	2020 ACTUAL	2021 (A) ESTIMATE	2021 ACTUAL	2020 MONTH % CHANGE	2021 MONTHLY ACTUAL VERSUS ESTIMATE		2019 YTD ACTUAL	2020 YTD ACTUAL	2021 YTD ESTIMATE	2021 YTD ACTUAL	2021 VERSUS 2020 YTD % CHANGE	2021 YTD % EST VARIANCE
						2021 MONTH % CHANGE	2021 MONTHLY ESTIMATE						
JANUARY	\$17,311,711	\$18,303,734	\$17,599,541	\$18,510,754	1.13%	5.18%	\$17,311,711	\$18,303,734	\$17,599,541	\$18,510,754	1.13%	5.18%	
FEBRUARY	\$17,753,526	\$18,450,264	\$18,048,702	\$17,982,308	(2.54%)	(0.37%)	\$35,065,237	\$36,753,998	\$35,648,243	\$36,493,063	(0.71%)	2.37%	
MARCH	\$19,588,186	\$21,219,411	\$19,913,866	\$20,664,587	(2.61%)	3.77%	\$54,653,423	\$57,973,409	\$55,562,109	\$57,157,650	(1.41%)	2.87%	
APRIL	\$15,303,867	\$16,460,465	\$15,558,314	\$16,791,242	2.01%	7.92%	\$69,957,290	\$74,433,873	\$71,120,423	\$73,948,892	(0.65%)	3.98%	
MAY	\$15,802,827	\$15,293,102	\$16,065,570	\$17,263,726	12.89%	7.46%	\$85,760,117	\$89,726,976	\$87,185,993	\$91,212,618	1.66%	4.62%	
JUNE	\$18,297,841	\$15,926,194	\$18,602,067	\$21,214,064	33.20%	14.04%	\$104,057,958	\$105,653,169	\$105,788,060	\$112,426,682	6.41%	6.28%	
JULY	\$16,425,144	\$13,364,639	\$16,698,234	\$20,766,582	55.38%	24.36%	\$120,483,102	\$119,017,808	\$122,486,294	\$133,193,263	11.91%	8.74%	
AUGUST	\$17,918,246	\$17,532,128	\$18,216,161	\$21,522,576	22.76%	18.15%	\$138,401,348	\$136,549,937	\$140,702,455	\$154,715,839	13.30%	9.96%	
SEPTEMBER	\$19,225,063	\$19,653,853	\$19,544,706	\$21,976,295	11.82%	12.44%	\$157,626,411	\$156,203,790	\$160,247,161	\$176,692,135	13.12%	10.26%	
OCTOBER	\$17,757,984	\$18,570,261	\$18,053,234	\$21,490,445	15.73%	19.04%	\$175,384,395	\$174,774,050	\$178,300,395	\$198,182,580	13.39%	11.15%	
NOVEMBER	\$18,251,949	\$17,091,363	\$18,555,412	\$20,326,433	18.99%	9.54%	\$193,636,344	\$191,865,413	\$196,855,807	\$218,509,013	13.89%	11.00%	
DECEMBER	\$18,555,735	\$18,282,055	\$18,864,249	\$20,832,735	13.95%	10.44%	\$212,192,079	\$210,147,468	\$215,720,056	\$239,341,749	13.89%	10.95%	
<b>TOTAL</b>	<b>\$212,192,079</b>	<b>\$210,147,468</b>	<b>\$215,720,056</b>	<b>\$239,341,749</b>									

**Summary:**

**Month**

13.95% (\$2,550,680) higher than December 2020 Actual  
10.44% (\$1,968,486) higher than December 2021 estimate

**YTD**

13.89% (\$29,194,281) higher than 2020 Actual  
10.95% (\$23,621,693) higher than 2021 estimate

(A) 2021 Monthly estimates changed based on more up to date information

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
INVENTORY OF TREASURY INVESTMENTS  
AS OF NOVEMBER 30, 2021**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND	11/30/2021	12/1/2021	MONEY MARKET	HUNTINGTON BANK	1	\$3,386,300	\$0	1	0.02%
	5/8/2019	5/31/2022	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	1118	\$247,412	\$4,448	182	2.10%
<b>TOTAL BOND RETIREMENT FUND</b>						<b>\$3,633,712</b>	<b>\$4,448</b>		<b>0.12%</b>
GENERAL FUND	11/30/2021	12/1/2021	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$380,251	\$0	1	0.35%
	3/1/2021	3/1/2024	FFCB	STIFEL NICOLAUS	1095	\$4,997,500	\$9,514	821	0.25%
	8/26/2021	8/26/2024	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$5,793	998	0.43%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$4,988	1032	0.57%
	11/10/2021	3/15/2022	INCIA CP	HILLTOP SECURITIES	125	\$4,996,354	\$583	105	0.21%
	11/15/2021	11/15/2024	US TREASURY	STIFEL NICOLAUS	1095	\$4,995,508	\$1,625	1080	0.78%
	11/30/2021	12/1/2021	STAR OHIO	STATE OF OHIO	1	\$113,023,907	\$0	1	0.08%
	11/30/2021	12/1/2021	EMPLOYEE ACTIVITY FUND	KEY BANK	1	\$97,923	\$0	1	0.35%
	11/30/2021	12/1/2021	PNC CUSTODY ACCOUNT	PNC BANK	1	\$17,987	\$0	1	0.01%
	11/30/2021	12/1/2021	SALES TAX ACCOUNT	HUNTINGTON BANK	1	\$80,684	\$0	1	0.03%
	11/30/2021	12/1/2021	KEY ECR	KEY BANK	1	\$19,813,001	\$0	1	0.35%
<b>TOTAL GENERAL FUND</b>						<b>\$158,403,114</b>	<b>\$22,503</b>		<b>0.17%</b>
INSURANCE FUND	11/30/2021	12/1/2021	STAR OHIO	STATE OF OHIO	1	\$4,811,862	\$0	1	0.08%
	11/30/2021	12/1/2021	KEY ECR	KEY BANK	1	\$1,056,730	\$0	1	0.35%
<b>TOTAL INSURANCE FUND</b>						<b>\$5,868,592</b>	<b>\$0</b>		<b>0.13%</b>
LAW ENFORCEMENT FUND	11/30/2021	12/1/2021	LAW ENFORCEMENT	KEY BANK-SWEEP	1	\$82,000	\$0	1	0.35%
	11/30/2021	12/1/2021	STAR OHIO	STATE OF OHIO	1	\$44,040	\$0	1	0.08%
<b>TOTAL LAW ENFORCEMENT FUND</b>						<b>\$126,040</b>	<b>\$0</b>		<b>0.19%</b>
LOCAL MATCH FUND	3/17/2020	1/24/2023	LOCAL MATCH-FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$28,928	419	1.64%
	11/30/2021	12/1/2021	2019 DEBT ACCT-STAR OHIO	STATE OF OHIO	1	\$4,970,130	\$0	1	0.08%
	11/30/2021	12/1/2021	2019 DEBT ACCT-KEY ECR	KEY BANK	1	\$700,701	\$0	1	0.75%
	11/30/2021	12/1/2021	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$73,680,733	\$0	1	0.08%
	11/30/2021	12/1/2021	LOCAL MATCH-KEY ECR	KEY BANK	1	\$4,603,646	\$0	1	0.35%
	11/30/2021	12/1/2021	GRANT-ECR	KEY BANK	1	\$569	\$0	1	0.35%
	11/30/2021	12/1/2021	CATCH BASIN-KEY ECR	KEY BANK	1	\$101,889	\$0	1	0.35%
<b>TOTAL LOCAL MATCH FUND</b>						<b>\$89,148,844</b>	<b>\$28,928</b>		<b>0.19%</b>
PENSION FUND	11/30/2021	12/1/2021	KEY ECR	KEY BANK	1	\$89,736	\$0	1	0.35%
	11/30/2021	12/1/2021	STAR OHIO	STATE OF OHIO	1	\$1,229,501	\$0	1	0.08%
<b>TOTAL PENSION FUND</b>						<b>\$1,319,237</b>	<b>\$0</b>		<b>0.10%</b>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
INVENTORY OF TREASURY INVESTMENTS  
AS OF NOVEMBER 30, 2021**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
RTA CAPITAL FUND	11/30/2021	12/1/2021	KEY ECR	KEY BANK	1	\$5,623,881	\$0	1	0.35%
	8/5/2021	5/22/2022	NATXNY CP	HILLTOP SECURITIES	270	\$4,994,375	\$2,438	153	0.15%
	4/5/2021	4/5/2024	FFCB	STIFEL NICOLAUS	1095	\$2,000,000	\$1,027	856	0.33%
	3/4/2021	3/4/2024	FNMA	STIFEL NICOLAUS	1095	\$499,750	\$1,204	824	0.34%
<b>TOTAL RTA CAPITAL FUND</b>					<b>\$13,118,006</b>	<b>\$4,669</b>		<b>0.27%</b>	
RESERVE FUND	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$28,928	419	1.64%
	9/15/2021	5/23/2022	AGRI BANK CP	HILLTOP SECURITIES	250	\$4,993,750	\$1,900	250	0.18%
	11/30/2021	12/1/2021	KEY ECR	KEY BANK	1	\$1,555,853	\$0	1	0.35%
	11/30/2021	12/1/2021	STAR OHIO	STATE OF OHIO	1	\$2,829,087	\$0	1	0.08%
<b>TOTAL RESERVE FUND</b>					<b>\$14,469,865</b>	<b>\$30,828</b>		<b>0.69%</b>	
<b>TOTAL ALL FUNDS</b>					<b>\$286,087,409</b>	<b>\$91,375</b>	<b>80</b>	<b>0.21%</b>	

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
DEBT SERVICE SCHEDULE AND STATUS  
AS OF NOVEMBER 30, 2021**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2020	Interest Payable/ 6/1/2021	Principal Payable/ 6/1/2021	Debt Service Requirement/ 6/1/2021	Interest Payable/ 12/1/2021	Principal Payable/ 12/1/2021	Debt Service Requirement/ 12/1/2021	Total Debt Requirement 2021
Series 2012-Sales Tax Rev.	Dec. 2022	5,585,000.00	262,500.00	0.00	262,500.00	262,500.00	3,300,000.00	3,562,500.00	3,825,000.00
Series 2014A-Sales Tax Rev.	Dec. 2025	10,305,000.00	240,725.00	0.00	240,725.00	240,725.00	3,730,000.00	3,970,725.00	4,211,450.00
Series 2015-Sales Tax Rev.	Dec. 2026	22,805,000.00	1,034,000.00	0.00	1,034,000.00	1,034,000.00	3,350,000.00	4,384,000.00	5,418,000.00
Series 2016-Sales Tax Rev.	Dec. 2027	8,115,000.00	374,900.00	0.00	374,900.00	374,900.00	10,000.00	384,900.00	759,800.00
Series 2019-Sales Tax Rev.	Dec. 2030	11,985,000.00	727,375.00	0.00	727,375.00	727,375.00	955,000.00	1,682,375.00	2,409,750.00
<b>Total Bonds</b>		<b>\$58,795,000.00</b>	<b>\$2,639,500.00</b>	<b>\$0.00</b>	<b>\$2,639,500.00</b>	<b>\$2,639,500.00</b>	<b>\$11,345,000.00</b>	<b>\$13,984,500.00</b>	<b>\$16,624,000.00</b>

Bond Retirement  
\$16,624,000

Current Balance (Set Aside for 2021)

Monthly Set Aside Required  
\$0

Note: The principal outstanding at 12/1/2020 is shown net of the bonds that were defeased in July 2021

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
SUMMARY OF INVESTMENT PERFORMANCE  
YEAR TO DATE THROUGH NOVEMBER 30, 2021**

MONTH	2021				2020					
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MARKET YIELD #	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MARKET YIELD #
JANUARY	\$247,915,757	\$25,844	0.24%	0.10%	0.01%	\$153,025,000	\$306,867	1.94%	1.66%	1.49%
FEBRUARY	\$241,578,777	\$39,883	0.21%	0.09%	0.01%	\$147,326,500	\$177,033	1.93%	1.53%	1.22%
MARCH	\$233,701,962	\$31,822	0.22%	0.08%	0.01%	\$153,725,000	\$446,742	1.49%	1.25%	0.10%
APRIL	\$226,630,970	\$31,038	0.20%	0.07%	0.01%	\$150,720,000	\$364,880	1.17%	1.01%	0.01%
MAY	\$251,992,878	\$32,939	0.20%	0.06%	0.01%	\$187,360,000	\$234,705	0.86%	0.77%	0.01%
JUNE	\$287,664,318	\$51,309	0.18%	0.05%	0.01%	\$212,554,447	\$209,413	0.75%	0.53%	0.07%
JULY	\$288,788,088	\$30,698	0.19%	0.05%	0.01%	\$221,871,717	\$98,135	0.74%	0.30%	0.01%
AUGUST	\$243,356,737	\$31,714	0.19%	0.05%	0.01%	\$232,155,834	\$99,171	0.48%	0.14%	0.01%
SEPTEMBER	\$272,326,795	\$40,612	0.19%	0.05%	0.01%	\$236,404,000	\$28,674	0.39%	0.13%	0.01%
OCTOBER	\$273,878,183	\$39,359	0.18%	0.05%	0.01%	\$267,168,925	\$28,216	0.28%	0.13%	0.01%
NOVEMBER	\$265,861,732	\$27,571	0.21%	0.06%	0.01%	\$255,122,283	\$4,471	0.24%	0.12%	0.01%
DECEMBER						\$240,885,693	\$9,764	0.27%	0.11%	0.01%
YEAR TO DATE	257,608,739	\$382,789	0.20%	0.06%	0.01%	\$184,786,142	\$2,008,071	0.88%	0.64%	0.25%
<b>RTA AVERAGE YIELDS OVER (UNDER) INDEX</b>				<b>0.14%</b>	<b>0.19%</b>				<b>0.24%</b>	<b>0.63%</b>

# Moving average coupon equivalent yields for 6 month Treasury Bills.

# Market Yield equals US Treasury Money Fund 7 Day Yield



GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)  
 NOVEMBER 2021

BOND RETIREMENT FUND		
TREASURY BILL		\$14,700.00
TREASURY BILL		\$2,187.50
HUNTINGTON MONEY MARKET		<u>\$323.97</u>
	NOVEMBER 2021	\$17,211.47
	2021 YEAR TO DATE	\$40,970.04
	2020 YEAR TO DATE	\$152,321.84
GENERAL FUND		
HUNTINGTON-SALES TAX ACCOUNT		\$0.10
STAROHIO		\$7,918.97
KEY BANK SWEEP ACCOUNT		\$135.48
PNC CUSTODY ACCOUNT		\$11.42
MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT		<u>\$1.91</u>
	NOVEMBER 2021	\$8,067.88
	2021 YEAR TO DATE	\$91,027.38
	2020 YEAR TO DATE	\$683,277.29
INSURANCE FUND		
STAROHIO		<u>\$323.66</u>
	NOVEMBER 2021	\$323.66
	2021 YEAR TO DATE	\$15,455.11
	2020 YEAR TO DATE	\$176,857.42
LAW ENFORCEMENT FUND		
KEY BANK SWEEP ACCOUNT		\$0.67
STAROHIO		<u>\$2.96</u>
	NOVEMBER 2021	\$3.63
	2021 YEAR TO DATE	\$37.62
	2020 YEAR TO DATE	\$417.08

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)  
 NOVEMBER 2021

LOCAL MATCH FUND  
 STAROHIO-LOCAL MATCH  
 STAROHIO-2019 DEBT  
 KEY BANK SWEEP ACCOUNT

\$5,054.19  
 \$486.44  
\$27.63  
 \$5,568.26  
 \$109,528.49  
 \$565,405.40

NOVEMBER 2021  
 2021 YEAR TO DATE  
 2020 YEAR TO DATE

PENSION FUND  
 STAROHIO  
 KEY BANK SWEEP ACCOUNT

\$82.70  
\$0.74  
 \$83.44  
 \$921.47  
 \$13,565.18

NOVEMBER 2021  
 2021 YEAR TO DATE  
 2020 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT  
 KEY BANK MONEY MARKET

\$0.84  
\$0.84  
 \$11.71  
 \$154.95

NOVEMBER 2021  
 2021 YEAR TO DATE  
 2020 YEAR TO DATE

RTA CAPITAL FUND  
 KEY BANK SWEEP ACCOUNT

\$42.72  
 \$42.72  
 \$3,853.37  
 \$159,441.66

NOVEMBER 2021  
 2021 YEAR TO DATE  
 2020 YEAR TO DATE

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)  
 NOVEMBER 2021

RESERVE FUND  
 STAROHIO  
 KEY BANK SWEEP ACCOUNT

\$190.29  
\$12.79  
 \$203.08  
 \$115,820.66  
 \$533,620.72  
**\$31,504.98**  
**\$377,625.85**  
**\$2,285,061.54**

NOVEMBER 2021  
 2021 YEAR TO DATE  
 2020 YEAR TO DATE  
 NOVEMBER 2021  
 2021 YEAR TO DATE  
 2020 YEAR TO DATE

TOTAL ALL FUNDS

2021 YEAR  
 TO DATE  
 \$377,626

NOVEMBER  
 \$31,505

INTEREST RECEIVED (CASH BASIS)

ACCRUED INTEREST:

BEGINNING:

ENDING:

INTEREST INCOME EARNED:

(\$86,211)  
 \$91,375  
 \$382,790

AVERAGE INVESTMENT BALANCE (COST):

\$265,761,732

AVERAGE YIELD ON INVESTMENTS:

0.21%

\$257,608,739

0.20%

**COMPOSITION OF INVESTMENT PORTFOLIO  
AS NOVEMBER 30, 2021**

Instrument	PRINCIPAL AMOUNT	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	\$3,847,235	\$3,847,234	1.34%	0.05%	1
Key Bank Sweep Account	\$197,909	\$197,909	0.07%	0.35%	1
Star Ohio	\$200,589,261	\$200,589,261	70.11%	0.08%	1
Earnings Credit Rate Account	\$33,546,006	\$33,546,006	11.73%	0.35%	1
Commercial Paper	\$14,984,479	\$15,000,000	5.24%	0.18%	144
U.S. Government Securities	\$32,922,519	\$32,750,000	11.51%	0.78%	797
<b>Total Investment Portfolio</b>	<b><u>\$286,087,409</u></b>	<b><u>\$285,930,410</u></b>	<b><u>100.00%</u></b>	<b><u>0.21%</u></b>	<b><u>80</u></b>

Greater Cleveland Regional Transit Authority  
 Banking and Financial Relationships  
 As of November 30, 2021

Bank/Financial Institution	Nature of relationship
Key Bank	Main banking services
PNC Bank	Custodial Account and Credit card
Fifth Third	Escrow Account
Huntington Bank	Bond Retirement and Sales Tax Account Underwriter STAR Ohio-Investments
Bank of New York Mellon	Bond Registrar
BMO Harris Bank	Fuel Hedge

**NOTE:**  
 This information is being provided for applicable individuals to be in compliance with:  
 Ohio Revised Code Sections 102.03(D) and (E)  
 Ohio Ethics Commission Informal Opinion Number 2003-INF-0224-1  
 Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford (DGM - Legal Affairs) dated May 6, 2020  
 Ohio Ethics Commission Opinion Number 2011-08  
 Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012

Please refer to Chapter 656 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority (Travel Policy), Administrative Procedure 024 and Board of Trustees Resolution No. 2020-80 for additional information.