



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, August 29, 2023** 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 Board Page www.RideRTA.com/board via the meeting date for staff and members of the public. Members of the public may attend in person.

Based on Centers for Disease Control ("CDC") guidance to avoid crowded places where you cannot stay six feet away from others and Ohio Department of Public Health advice regarding congregating and social distancing, as well as RTA's interest in protecting community and employee health and safety, RTA Board Room and Meeting Room 1 capacity is limited to thirty-six (36) people to allow for social distancing. To accommodate members of the public, RTA will limit the number of staff permitted in the Board Room. All persons entering RTA's Main Office Building ("MOB") at 1240 West 6th Street are required to maintain a distance of six feet or more from other individuals who are not members of their family or household.

As a result of a federal court order on April 18, 2022, the CDC's January 29, 2021 order requiring masks on public transportation conveyances and at transportation hubs is no longer in effect. The CDC continues to recommend that people wear masks in indoor public transportation settings at this time. As a result, GCRTA recommends, but will not require, that members of the public wear a mask/face covering.

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

9:00 A.M.

Organizational, Services & Performance Monitoring Committee

- Quarterly Management Report – Review of 2nd quarter 2023 results.
- TRACTION Results Reporting – Presentation of 2nd Quarter 2023 scorecards and customer experience surveys

Audit, Safety Compliance And Real Estate Committee

- Internal Audit Quarterly Report – Presentation of 2nd quarter 2023 Internal Audit Report.

Board of Trustees Meeting – agenda attached.

India L. Birdsong Terry
General Manager, Chief Executive Officer

IBT:tab
Attachment

Scan this QR code to access the meeting schedule, live streams and meeting materials.



AGENDA

RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, August 29, 2023

Committee Members: Mayor Anthony D. Biasiotta, Chair
Ms. Karen Gabriel Moss, Vice Chair
Mr. Jeffrey W. Sleasman
Mayor David E. Weiss
Ms. Lauren R. Welch

I. Roll Call

II. Quarterly Management Report – Review of 2nd quarter 2023 results.

Presenter:

- India L. Birdsong Terry, CEO, General Manager, RTA

III. TRACTION Results Reporting - Presentation of 2nd Quarter 2023 scorecards and customer experience surveys

Presenter(s):

- India L. Birdsong Terry, CEO, General Manager, RTA
- Ehren Bingaman, Managing Principal, TransPro
- James Rubin, Principal, TransPro

IV. Adjourn

AGENDA

RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE

Tuesday, August 29, 2023

Committee Members: Mayor Paul A. Koomar, Chair
Ms. Karen Gabriel Moss, Vice Chair
Mr. Terence P. Joyce
Ms. Calley Mersmann
Mayor David E. Weiss

- I. Roll Call
- II. Internal Audit Quarterly Report – Presentation of 2nd quarter 2023 Internal Audit Report.

Presenter:
 - Tony Garofoli, Executive Director, Internal Audit
- III. Adjourn



AGENDA

RTA Board of Trustees Meeting

Tuesday, August 29, 2023

1. Call to order
2. Roll Call
3. Certification regarding notice of meeting
4. Approval of the July 25, 2023 Board Meeting minutes
5. Public comments **(2 minutes)** on **agenda items**:
 - a. In person
 - b. Phone: 440-276-4600
 - c. Web form (1 comment limit) Comments will be forwarded to Board and staff
6. Board Governance Committee report
7. Operational Planning & Infrastructure Committee report
 - Chair: Ms. Lauren R. Welch
8. Organizational, Services & Performance Monitoring Committee report
 - Chair: Mayor Anthony D. Biasiotta
9. Audit, Safety Compliance and Real Estate Committee report
 - Chair: Mayor Paul A. Koomar
10. External and Stakeholder Relations and Advocacy Committee report
 - Chair: Mr. Terence P. Joyce
11. Community Advisory Committee (CAC)
 - Board Liaison: Ms. Lauren R. Welch
12. Ad Hoc Committee reports:
 - Ad Hoc Paratransit Committee – President Charles P. Lucas, Chair
 - Ad Hoc Technology Committee – Mr. Jeffrey W. Sleasman, Chair
13. Introduction of new employees and announcement of promotions
14. Introduction of resolutions:
 - A. 2023-63 – Authorizing an increase to Contract No. 2022-001 with the John F. Gallagher Plumbing Company for Project 19.27 – Hayden Garage HVAC Replacement in the amount of \$115,567.00 for a total

contract amount of \$602,285.18 and reinstating the General Manager, Chief Executive Officer's change order signing authority in its entirety (RTA Development Fund, Engineering & Project Development Department budget)

- B. 2023-64 – Authorizing Contract No. 2023-106 with Valley Chevy Truck Inc. for the purchase and delivery of eight (8) 2024 Chevy full size pickup trucks, equipment and accessories, as specified, through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program, for a total price not to exceed \$589,121.00 (RTA Capital Fund, Fleet Management Department budget)
- C. 2023-65 – Authorizing Contract No. 2023-114 with the Ohio Department of Administrative Services, Office of Information Technology, Multi-Agency Radio Communication System ("MARCS") to provide 700/800mhz wireless digital radio network subscription services in an amount not to exceed \$1,200,000.00 for a period of three years (General Fund, Intelligent Transportation Systems Department budget)
- D. 2023-66 – Authorizing Contract No. 2023-123 with Oracle America, Inc. to provide Oracle Infrastructure as a Service Subscription Services, for a period of one year, in an amount not to exceed \$225,000.00 (General Fund, Management Information Services Department budget)
- E. 2023-67 – Authorizing the purchase of casualty insurance from various insurance underwriters through USI Insurance Services, LLC and Price Forbes & Partners Limited, or their successors, for a period of 12 months, in a total amount not to exceed \$2,163,038.00 (Insurance and General Funds, Risk Management Department budget)
- F. 2023-68 – Amending Chapter 216 Public Records and removing Chapter 650 Records Retention of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority and amending Personnel Policy 700 Records Retention and Release
- G. 2023-69 – Authorizing the filing of grant applications with the State of Ohio for State Fiscal Year 2025 financial assistance under all State of Ohio programs
- H. 2023-70 – Designation of depositories for active and interim public monies during the five-year period commencing January 1, 2024 through December 31, 2028
- I. 2023-71 – Estimation of inactive deposits of the Greater Cleveland Regional Transit Authority to be awarded for the period from January 1, 2024 through December 31, 2028

15. Secretary-Treasurer's Report:

- a. General Fund Revenue – status as of July 31, 2023 versus 2022 actuals
- b. General Fund Revenue – status as of July 31, 2023 versus the 2023 budget
- c. Sales & Use Tax Receipts Report budgeted during 2023, actual receipts through August 2023
- d. Inventory of Treasury Investments as of July 31, 2023
- e. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of July 31, 2023
- f. Summary of Investment Performance, Year to Date through July 31, 2023
- g. Report on Investment Earnings (cash basis) as of July, 2023
- h. Composition of Investment Portfolio as of July 31, 2023
- i. Banking and Financial Relationships as of July 31, 2023

16. General Manager's Report

17. President's Report

18. Old Business

19. New Business

20. Public comments (**2 minutes**) on **public transit related items**:

- a. In person
- b. Phone: 440-276-4600
- c. Web form (1 comment limit) Comments will be forwarded to Board and staff

21. **Executive Session Requested** – to consider the appointment of a public official.

22. The next regular Board meeting is scheduled for **Tuesday, September 26, 2023** 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 Board page (www.RideRTA.com/board) by clicking the meeting date. The public is welcome to attend in person.

23. Adjournment

Minutes

RTA Board of Trustees Meeting

9:01 a.m. July 25, 2023

Board Members: Lucas (Chair), Moss (Vice Chair), Biasiotta, Koomar, Mersmann, Sleasman, Weiss, Welch

Not present: Joyce

Staff/Other: Birdsong Terry, Burney, Caver, Coffey, Dangelo, Davidson, Feke, Fields, Fleig, Freilich, Garofoli, Gautam, Jones, Kirkland, Lively, Miller, Schipper, Talley, Walker Minor

Public: Dancy, Durbin, Gibbons, Loh, Mahaisha, Marnekech, McManus, Santori, Schmidt, Smith

The meeting was called to order at 9:01 a.m. There were eight (8) Board members present.

It was advised that notice of this meeting had been posted more than twenty-four hours in advance of the meeting, that the usual notification had 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 had been complied with.

Minutes

President Lucas stated that the minutes from the June 27, 2023 Board Meeting had been previously distributed and reviewed, and asked whether there were any additions and/or corrections. There were no corrections. It was moved and seconded. The minutes were approved.

Public Comments – Agenda Items

There were no public comments.

Committee Reports

There were no reports.

Community Advisory Committee (CAC)

There was no report.

Ad Hoc Committee Reports

There were no reports.

Introduction of New Employees/Promotions

New Hires:

1. Eric Marks – Transit Ambassador
2. Ashley Burks – Occupational Health Specialist I
3. James DeCaro – Electronic Equipment Maintainer
4. Jamar Roberts – Hostler
5. Deborah Cha – Legal Intern
6. Roosevelt Wallace – Summer Intern
7. Jordan Randall – Public Transit Development Intern
8. Lee Harper – Operator
9. Sean Midgett – Operator
10. Erwin Hill – Operator
11. Darlene Price – Operator
12. Ebony O'neal – Operator

13. Shaunita Howell – Operator
14. Nikki Washington – Operator
15. Breanna Hill – Operator
16. Leon Sibley – Operator
17. Matthew Booth – Operator
18. James Hall – Operator
19. Harra Stiggers – Operator
20. Katrina West – Operator
21. Steven Wozniak – Operator
22. Nicholas James – Operator
23. Reinard Rieves – Operator
24. Karen Eagle – Operator
25. Shareese Williams Clement – Operator
26. Joslyn Mclemore – Operator
27. Schriond Hughes – Operator
28. Marshalette Clark – Operator
29. Taniyah Bulgin – Transit Ambassador
30. Tyrone Lampkin – Financial Accountant II
31. Myles Crowell – Financial Analyst/P-Card Administrator
32. Kaylie Hall – Transit Police Officer
33. Louis Broschk – Transit Police Officer
34. Raul Rodriguez – Transit Police Officer
35. Adrian Calhoun – Transit Police Officer
36. Tamieka Stewart – Transit Police Officer
37. Jermaine Smith – Transit Police Officer

Promotions:

1. Anthony Pawluk – Bus Mechanic Apprentice
2. Tiffany D. Bowie-Thomas – Dispatcher
3. Tiffany L. Burton – Service Management Group Leader
4. Courtne' L. Cook – Laborer Leader
5. Joshua Geyer – Assistant Equipment Manager
6. Danielle Griffin – Assistant Equipment Manager
7. Willie C. Harrison, Jr. – Revenue Data Operator
8. Marcus R. Lewis – Service Quality Supervisor, Rail

Executive Session

9:08 a.m. - It was moved by Mayor Weiss, seconded by Mayor Biasiotta to go into Executive Session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, compensation of a public employee or official. There were eight (8) ayes and none opposed.

9:40 a.m. – It was moved by Ms. Welch, seconded by Ms. Moss to come out of Executive Session. There were eight (8) ayes and none opposed.

Introduction of Resolutions:

- A. **2023-47 (TABLED 6-27-23)** – Amending and restating employment agreement of India L. Birdsong Terry as General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority and authorizing the execution of that agreement. It was moved by Ms. Moss, seconded by Mayor Weiss to remove this from the table. There were eight (8) ayes and none opposed.

The Board's attorney, Ralph Cascarilla of Walter Haverfield said they researched the General Manager salaries of 75 transit systems nationally. The data collected was from 2021-2022. The metrics used were number of employees, number of vehicles and the budget. GCRTA has 2,100 employees, 600 vehicles and a \$482 million budget. The Compensation Committee determined the current proposed contract when compared to similar sized agencies in Ohio and

in the U.S. to be consistent with a mid-point salary. The contract is amending and restating for a five-year period from January 1, 2023 to December 31, 2027. The proposed salary is \$335,000. The contract highlights are noted in the agreement. Mr. Cascarilla provided details on other organizations for comparative purposes.

Mayor Weiss, chair of the Compensation Committee added that this committee was formed to address compensation issues mainly for the General Manager. This is one of the most important duties of the Board. They have worked with Mr. Cascarilla for several months. It's important for the Board and benefit of the public to be proactive. It's important for Ms. Terry to continue to lead the GCRTA for the next five years for stability and continuity. Other committee members include Ms. Moss, Mayor Koomar and Ms. Mersmann.

The adoption of which was moved by Mayor Weiss, seconded by Ms. Welch. There were eight (8) ayes and none opposed. It passed.

Ms. Terry thanked the Board. RTA is getting the funding and recognition it deserves and the investment through the community. She is proud to lead the GCRTA through transformation.

- B. 2023-48 – Expressing congratulations to the employees of the Greater Cleveland Regional Transit Authority who retired during the second quarter of 2023, the adoption of which was moved by Ms. Moss, seconded by Mayor Biasiotta and approved by unanimous vote. There were 15 retirees this quarter. Vanessa Henderson, Roberta Nunley and Kurt Slesinger were in attendance. The retirees expressed their gratitude for their employment.
- C. 2023-49 – Authorizing an increase to Contract No. 2019-123 with Hatzel & Buehler, Inc. for Project 60B – Warrensville Van Aken Substation replacement in the amount of \$83,032.00 for a total contract amount of \$3,118,758.00 and reinstating the General Manager, Chief Executive Officer's change order signing authority in its entirety (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Ms. Moss, seconded by Mayor Koomar. Mayor Weiss asked for a roll call. There were seven (7) yes and one (1) abstention by Mayor Weiss. It passed.

Ms. Moss commended the staff for not having a lot of change orders.

- D. 2023-50 – Authorizing an increase to Contract No. 2022-115 with Northeast Ohio Trenching Service, Inc. for Project 19.05 – Airport Tunnel and Pump Station repairs in the amount of \$16,500.00 for a total contract amount of \$115,400.00 and reinstating the General Manager, Chief Executive Officer's change order signing authority in its entirety (RTA Capital Fund, Engineering & Project Development Department budget), the adoption of which was moved by Ms. Moss, seconded by Mr. Sleasman and approved by unanimous vote.
- E. 2023-51 – Authorizing Contract No. 2023-017 with Ave Automeia, Inc., dba SHARE Mobility, to provide Micro Transit Program Services, in an amount not to exceed \$300,000.00 (RTA Development Fund, Programing & Planning Department budget), the adoption of which was moved by Ms. Welch, seconded by Mayor Weiss and approved by unanimous vote.

SHARE will take the lessons learned from the Solon program to make improvements for this program. Discussions with stakeholders showed that Aerospace and Brookpark were the best areas for this program. The Aerozone Alliance includes 50 sq. miles surrounding CLE Hopkins International Airport. It is home to approximately 200,000 jobs from NASA, Ford, General Motors and others. They have connected to 61+ businesses. One of their challenges is getting people to their businesses safely and conveniently. Ms. Moss asked what is the target for ridership. Mr. McManus said the goal is 10,000 employee subscriptions. He said he would give a ridership target at the next update. Ms. Terry said there will be a six-month report. She suggested a mobility ridership analysis.

- F. 2023-52 – Authorizing Contract No. 2023-048 with Richard L. Bowen & Associates, Inc. for Project 24X - A/E Services for E. 79th Street Light Rail Station Reconstruction in an amount not

to exceed \$859,825.01 (RTA Development Fund - Engineering & Project Development Department budget), the adoption of which was moved by Mayor Weiss, seconded by Mr. Sleasman and approved by unanimous vote.

- G. 2023-53 – Authorizing Contract No. 2023-61 with Hatzel & Buehler, Inc. for Project 12F – addition of 515 turnout at the west end of Brookpark yard in an amount not to exceed \$2,715,000.00 (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Ms. Moss, seconded by Ms. Welch and approved by unanimous vote.
- H. 2023-54 – Authorizing Contract No. 2023-65 with EDM Technology, Inc. for the purchase of magnetic fare media, as required, for a period of three years, with two additional one-year options, in an amount not to exceed \$650,865.00 for the base term and in an amount not to exceed \$226,573.50 for each option year, for a total contract amount not to exceed \$1,104,012.00 (General Fund, Revenue Department budget), the adoption of which was moved by Ms. Welch, seconded by Ms. Moss and approved by unanimous vote.
- I. 2023-55 – Authorizing Contract No. 2023-067 with Safety-Kleen Systems, Inc. for the furnishing of antifreeze, as specified and as required, for a period of one (1) year in an amount not to exceed \$120,128.50 (General Fund, Fleet Management Department budget), the adoption of which was moved by Ms. Moss, seconded by Mr. Sleasman and approved by unanimous vote.
- J. 2023-56 – Authorizing Contract No. 2023-080 with ECS Midwest, LLC for Project 19.78 – On Call Testing and Reporting 2023 in an amount not to exceed \$200,000.00 for a period of twenty-four (24) months (RTA Capital and/or Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Ms. Mersmann, seconded by Ms. Welch and approved by unanimous vote.
- K. 2023-57 – Adopting the Tax Budget of the Greater Cleveland Regional Transit Authority for the fiscal year beginning January 1, 2024, and submitting the same to the Cuyahoga County Fiscal Officer, the adoption of which was moved by Ms. Welch, seconded by Mayor Weiss, and approved by unanimous vote.
- L. 2023-58 – Removing Section 644.14 Professional Society Membership from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, as a duplicate of Personnel Policy 400.14, and amending Personnel Policy 400.14, the adoption of which was moved by Mayor Weiss, seconded by Ms. Mersmann and approved by unanimous vote.
- M. 2023-59 – Removing Section 644.11 from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority as a duplicate of Personnel Policy 400.11, the adoption of which was moved by Mayor Weiss, seconded by Mayor Biasiotta and approved by unanimous vote.
- N. 2023-60 – Amending Sections 1014.01 Transit Amenities and 1014.02 Vehicle Assignment of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, the adoption of which was moved by Mr. Sleasman, seconded by Mayor Koomar and approved by unanimous vote.
- O. 2023-61 – Authorizing the General Manager, Chief Executive Officer to enter into an agreement with Medina County to exchange operating funds for Medina County’s capital grant funds and to provide for Medina County to fund a portion of the cost of GCRTA’s 251 Flyer Route, the adoption of which was moved by Ms. Moss, seconded by Ms. Welch and approved by unanimous vote.
- P. 2023-62 – Authorizing the General Manager, Chief Executive Officer to enter into an intergovernmental agreement with the Cleveland Metropolitan School District for student fares for the 2023-2024 school year, the adoption of which was moved by Ms. Welch, seconded by Mayor Weiss and approved by unanimous vote.

Secretary-Treasurer's Report

Rajan D. Gautam, Deputy General Manager of Finance and Secretary-Treasurer gave the report. The annual inflation rate in the U.S. hit its high point of 9.1% in June 2020. It has been steadily decreasing because of the FOMC efforts. Since June 2022, it has been falling. At the end of June 2023 inflation is down to 3%. It is expected to continue to fall in 2023. The FOMC is meeting today and tomorrow so an update is expected. The U.S. unemployment rate was 3.7% in May 2023. The June MSA unemployment data will be released August 2. All reported MSAs experienced an increase in their rates from April 2023 to May 2023. For May, Cleveland is 3.8%, up from 3.4%. Cincinnati is 3.1%, up from 2.8%. Columbus is 3%, up from 2.8%. Dayton is 3.4%, up from 3.2% and Toledo is 3.8%, up from 3.5%.

Ridership for June 2023 was up 11.3% compared to June 2022. YTD 2023 ridership is up by 19.5%. Comparing 2019 YTD ridership of 15.78 million to 10.47 million for 2023 shows a ridership decline of 33.6%. Passenger fares for June 2023 was 43.9% above June 2022. This is a result of timing issues. We had received some large collections from U-pass related income this month, about \$596,000. Overall, YTD the U-pass revenue is about 1.3% higher than 2022. YTD fares for 2019 of \$18.56 million compared to 2023 of \$13.63 million shows a 26.5% decline. Sales tax for July 2023 which is based on economic activity for April 2023 was 9% lower compared to June 2022. The last time sales tax declined for two consecutive months was February and March 2021 so we will monitor this. The largest factor has been the high interest rates. Motor vehicles and watercraft was 5.3% lower comparing July 2023 to July 2022. Online sales were 1.1% higher. Regular and statewide sales were 0.4% higher.

General Manager/CEO Report

India L. Birdsong Terry, General Manager, CEO gave the report. RTA received the Government Finance Officers Association (GFOA) 2023 Distinguished Budget Presentation Award for their budget document. Ms. Terry thanked the Finance Division for their work. The Federal Transit Administration (FTA) officials from Chicago and DC visited the Authority on June 29. They toured the W. 25th Street BRT Corridor & Broadway Corridors. RTA along with other agencies will be used as a case study for how to build a successful BRT. Mr. Schipper added that this will assist with funding efforts. RTA was awarded a TOD grant for the Broadway Corridor. The FTA officials were able to see the results of TOD projects on W. 25th Street.

Ms. Terry participated in a Transit Voices Podcast that will air on August 10. Topics will include GCRTA Rail Car Replacement Program, EZfare and Diversity, Equity, and Inclusion (DEI) in the transit industry. Ms. Terry served on a panel for the Golden Hour Last Mile & Equitable Transit event on July 21. The focus was Microtransit mobility options, and innovations in Public Private Partnerships (P3) model of business in Greater Cleveland. Representatives from Sway Mobility and SHARE Mobility also participated.

RTA held a Diversity, Equity, and Inclusion (DEI) Stakeholders Workshop on June 30 to strategize and finalize the DEI&B Strategic Plan. Several RTA departments and union members were represented. RTA is committed to DEI and committed to ensure equity and inclusion is a part of the mainstays of our mission. A presentation will be made to the Board at the end of the year. Several RTA employees attended the 2023 Conference of Minority Transportation Officials National Meeting & Training Conference, July 8-11 in Los Angeles, CA. RTA is involved in the local chapter. Focus areas included Diversity & Equity, Procurement & Contracts, Technology & Innovation and Grant Opportunities & Federal Funding. Mr. Kirkland added that it was beneficial to attend the conference and to see that RTA is active in the conference focus areas.

Public Comments – public transit related items

1. Rico Dancy – He is the president of Black Lives Matter for the Deaf. He is a certified interpreter for the deaf. He is on the Board of WMATA. They write ADA policies for people with disabilities. Every officer has an app called VRI or video remote interpreter. Purple Communication and Sorenson are the two companies for the deaf and hard of hearing. He asked what RTA is doing for their law enforcement for the deaf. Ms. Terry ask that he speak with Chief Jones after the meeting.
2. Carlata Santouri – Operators are not letting the ramp down for carts and don't always call out the stops. The AC is too high. Elevators smell and need cleaning. Restrooms or port-o-potties are needed. It's

hard to see out of the windows with mesh on them. She thanked RTA for the plastic seats. People smoke in the shelters and put their feet on the seats.

3. Loh – She congratulated Ms. Terry on her new contract. The deaf community is still in need. The Solon microtransit program is not as successful due to remote work.
4. Airric Stewart – The public was price gauged with the GM's salary increase. This is not a national job. The U.S. Secretary of Transportation, Pete Buttigieg, has a national position and makes \$250,000 a year. This position is much more intellectually intensive, the tax base that contributes to that position is stronger and his resume is much stronger. Franklin County in Columbus, OH has a higher cost of living and the tax base contributing to that CEO's position is stronger. The cost of living in Cleveland is much lower. The public should have been involved in the salary process. The CAC is still not operating. He requested routes 15A and 48A be reinstated. Readjust routes 50 and 48.
5. Pluria Gardner – She hasn't heard back about a complaint she filed. It was not investigated properly and nothing has been done. Ms. Terry said this complaint was reviewed by OEO and Legal with a recommendation for representation outside of RTA. It went through an internal review and was closed out.

Upcoming Meetings

The next regular Board meeting is scheduled for **Tuesday, August 29, 2023**, 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 Board page (www.RideRTA.com/board) by selecting the meeting date. The public is welcome to attend in person.

The meeting was adjourned at 10:54 a.m.

President

Attest: _____
Secretary-Treasurer



| | |
|---|---|
| TITLE/DESCRIPTION: CONTRACT: INCREASE TO CONTRACT NO. 2022-001 FOR PROJECT 19.27 HAYDEN GARAGE HVAC REPLACEMENT VENDOR: THE JOHN F. GALLAGHER PLUMBING COMPANY AMOUNT: NTE \$115,567.00 AND REINSTATEMENT OF GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY | Resolution No.: 2023-63 |
| | Date: August 24, 2023 |
| | Initiator: Engineering & Project Development Department |
| 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 allow the Greater Cleveland Regional Transit Authority ("Authority") to increase Contract No. 2022-001, Project 19.27 – Hayden Garage HVAC Replacement to add an integrated service platform to the HVAC unit curbs to enhance employee safety and to reinstate the General Manager, Chief Executive Officer's change order signing authority.

2.0 **DESCRIPTION/JUSTIFICATION:** This change order will allow the addition of an integrated service platform, which is needed due to an increase in unit height caused by the use of curb adapters for the new HVAC units. The original contract scope did not incorporate a service platform.

3.0 **PROCUREMENT BACKGROUND:** On May 25, 2022, the Board of Trustees, by Resolution No. 2022-34, authorized a contract with The John F. Gallagher Plumbing Company to perform general construction services for the Hayden Garage HVAC Replacement project in an amount of \$402,480.00. There have been five change orders issued to date, which have increased the contract by \$84,238.18. A Change Order Log is attached as reference.

Additional project scope requires that the Authority increase The John F. Gallagher Plumbing Company contract in an amount of \$115,567.00, which will result in a total contract amount of \$602,285.18. This change order will cause the total contract amount to exceed the General Manager, Chief Executive Officer's change order signing authority limit. This action also seeks reinstatement of the General Manager, Chief Executive Officer's change order signing authority.

The Change Order Committee has reviewed this change and recommended it be moved forward for approval.

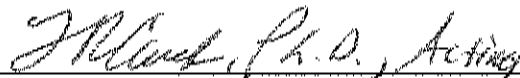
4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 17% DBE goal was established for this procurement in April 2022. The John F. Gallagher Plumbing Company has agreed to maintain the established DBE participation goal through the use of its existing DBE firm.

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

6.0 **ECONOMIC IMPACT:** This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to, Capital Grant OH-2021-050-307 in an amount not to exceed \$115,567.00 (\$92,453.60 in federal funds which represents 80% of the change order cost), resulting in a new total contract amount not to exceed \$602,285.18.

- 7.0 ALTERNATIVES: Rejection of this change order will prevent the addition of a safety measure that would mitigate hazards encountered when performing maintenance on the system.
- 8.0 RECOMMENDATION: It is recommended that this change order be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to modify the contract.
- 9.0 ATTACHMENTS: Change Order Log.

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



General Manager, Chief Executive Officer

**APPROVED CHANGE ORDERS HAYDEN GARAGE HVAC
REPLACEMENT
PROJECT NO. 19.27**

Contract# 2022-001

Contractor: The John F. Gallagher Plumbing Company

Original Contract Amount: \$402,480.00 Total G.M. C.O. Authority Remaining: \$15,761.82

Total Change Order Amount to Date: \$84,238.18 % Change to Date: 20.9%

| C/O NO. | Change Order Description | Approval Date | Change Order Amount | New Contract Value |
|---------|--|---------------|---------------------|--------------------|
| 1 | Increase unit size to new DOE Standards | 8/19/2022 | \$59,009.00 | \$461,488.00 |
| 2 | Emergency Repair Windermere Heating | 9/15/2022 | \$15,502.00 | \$476,990.00 |
| 3 | Emergency Plumbing Repair at Tower City | 1/10/2023 | \$2,853.18 | \$479,843.18 |
| 4 | Additional Emergency Repair Windermere Heating | 2/27/2023 | \$6,875.00 | \$486,718.18 |
| 5 | No cost time extension | 7/20/2023 | \$0.00 | \$486,718.18 |

RESOLUTION NO. 2023-63

AUTHORIZING AN INCREASE TO CONTRACT NO. 2022-001 WITH THE JOHN F. GALLAGHER PLUMBING COMPANY FOR PROJECT 19.27 – HAYDEN GARAGE HVAC REPLACEMENT IN THE AMOUNT OF \$115,567.00 FOR A TOTAL CONTRACT AMOUNT OF \$602,285.18 AND REINSTATING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY IN ITS ENTIRETY (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deemed it necessary to procure construction services, as specified, under Project 19.27 – Hayden Garage HVAC Replacement; and

WHEREAS, by Resolution No. 2022-34, the Board of Trustees authorized Contract No. 2022-001 in an amount of \$402,480.00 with The John F. Gallagher Plumbing Company, located at 36360 Lakeland Blvd., Eastlake, OH 44095, for the furnishing of said construction services; and

WHEREAS, the General Manager, Chief Executive Officer has authorized change orders with a net contract value of \$84,238.18, utilizing the change order signing authority prescribed in the Authority's Procurement Policies and Procedures Manual, for a current total contract amount of \$486,718.18; and

WHEREAS, the Authority now requires additional construction services to install service platforms for the HVAC units, under Project 19.27 – Hayden Garage HVAC Replacement; and

WHEREAS, The John F. Gallagher Plumbing Company has offered to provide these additional construction services at a total negotiated cost of \$115,567.00, resulting in a new total contact amount not to exceed \$602,285.18; and

WHEREAS, said increase will exceed the General Manager, Chief Executive Officer's change order signing authority; and

WHEREAS, the General Manager, Chief Executive Officer is seeking Board authority to reinstate her change order signing authority in its entirety; and

WHEREAS, the General Manager, Chief Executive Officer deems acceptance of the offer of The John F. Gallagher Plumbing Company, as negotiated, to be in the best interest of the Authority and recommends acceptance thereof.

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

Section 1. That the negotiated offer of The John F. Gallagher Plumbing Company to provide additional construction services under Project 19.27 – Hayden Garage HVAC Replacement, 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 amend Contract No. 2022-001 with The John F. Gallagher Plumbing Company to include these additional construction services.

Section 3. This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to, Capital Grant OH-2021-050-307 in an amount not to exceed \$115,567.00 (\$92,453.60 in federal funds which represents 80% of the change order cost), resulting in a new total contract amount not to exceed \$602,285.18.

Section 4. That the General Manager, Chief Executive Officer's change order signing authority be reinstated in its entirety.

Section 5. That all other terms and conditions of said contract shall remain unchanged.

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

Adopted: August 29, 2023

President

Attest:

Secretary-Treasurer



To: Rev. Charles P. Lucas, President
and Members, Board of Trustees

From: India L. Birdsong Terry *J. Lucas, A.D. Acting*
General Manager, Chief Executive Officer

Date: August 24, 2023

Subject: State Contract Purchase - Eight 2024 Chevy Full Size Pickup Trucks, Equipment,
and Accessories

This procurement will allow the Authority to enter into a competitive contract for the delivery of eight 2024 Chevy full size pickup trucks, equipment and accessories, through the State of Ohio, Department Administrative Services, State Term Schedule.

The Authority requires the replacement of the eight vehicles identified in the table below. Each has exceeded its life expectancy and has been costly to maintain. These vehicles are used to support several departments within the Operations Division, including Rail Facilities, Power and Way, and Transit Police. The table also includes information on the replacement vehicles being purchased.

| Original Vehicle | Department | Year | Miles | Replacement Vehicle |
|--|-----------------|------|---------|---|
| 958 Ford Expedition (Black) | Transit Police | 2010 | 112,161 | Silverado 2500 Crew short bed 4X4, upfitter, tow and plow package |
| CR-11 Ford F-250 2WD Crew 8' SRW (White) | Power & Way | 2014 | 99,193 | Silverado 3500HD, 4WD crew cab, long bed |
| CR-13 Ford F-250 2WD Crew 8' SRW (White) | Power & Way | 2014 | 123,764 | Silverado 3500HD, 4WD crew cab, long bed |
| CR-07 Ford F-250 2WD Reg 8' SRW (White) | Power & Way | 2014 | 102,916 | Silverado 3500HD, 4WD crew cab, long bed |
| R-67 Ford F-350 CC Pickup 2WD (White) | Power & Way | 2008 | 80,477 | Silverado 3500HD, 4WD crew cab, long bed |
| CR-19 F-350 Crew Cab 4WD Utility Body | Power & Way | 2016 | 174,900 | Silverado 3500HD, 4WD crew cab, long bed |
| FM-14 Ford F-350 2WD Reg DRW Lift Gate | Rail Facilities | 2016 | 191,545 | Silverado 2500HD, 2WD, crew cab, short bed, lift gate |
| FM-09 Ford F-250 2WD Reg 8' SRW (White) | Rail Facilities | 2014 | 199,384 | Silverado 2500HD, 2WD, crew cab, short bed |

We will be requesting that the Board of Trustees recommend the award of this contract at the August 29, 2023 meeting.



Greater Cleveland
Regional Transit Authority

Below is an example of the replacement vehicle that will be purchased. The unit price of each truck will vary from \$64,530.00 to \$69,875.00 depending on model and added equipment and accessories.



Please call me if you have any questions or require additional information prior to Tuesday's meeting.

IBT/MD



| | |
|--|---|
| TITLE/DESCRIPTION: CONTRACT: PURCHASE OF EIGHT (8) 2024 CHEVY FULL SIZE PICKUP TRUCKS, EQUIPMENT AND ACCESSORIES VENDOR: VALLEY CHEVY TRUCK INC. AMOUNT: NOT TO EXCEED \$589,121.00 | Resolution No.: 2023-64 |
| | Date: August 24, 2023 |
| | Initiator: Fleet Management Department |
| 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 allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for the delivery of eight (8) 2024 Chevy full size pickup trucks, equipment and accessories through the State of Ohio, Department of Administrative Services, State Term Schedule.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires the replacement of eight (8) vehicles that have exceeded their life expectancy and have been costly to maintain. These vehicles will be used to support the Rail Facilities, Transit Police and Power and Way departments.

- 3.0 **PROCUREMENT BACKGROUND:** The Board of Trustees has authorized the General Manager, Chief Executive Officer to utilize the State of Ohio Cooperative Purchasing Program, as set forth in Chapter 410 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority. R.C. 306.43(H)(4) authorizes the Authority to enter into a contract for the purchase of goods and services from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third-party beneficiary under a state or federal procurement contract, or as a participant in a department of administrative services contract under division (B) of section 125.05 of the Revised Code.

 This resolution will authorize the purchase and delivery of eight (8) 2024 Chevy full size pickup trucks, equipment and accessories, as defined in the contract with Valley Chevy Truck Inc. through the Cooperative Purchasing Program, Contract No. RSI010203, in a total amount not to exceed \$589,121.00. The prices established under the state program are the result of a competitive process.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** Per Federal Regulations, the Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurements included in the State Cooperative Purchasing Program.

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

- 6.0 **ECONOMIC IMPACT:** This contract shall be payable from the RTA Capital Fund, Fleet Management Department budget, including but not limited to 100% local funds, in an amount not to exceed \$589,121.00 for eight (8) vehicles.

- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would delay the ability of the Authority to purchase replacement vehicles, prolonging the Authority's need to maintain equipment that has exceeded life expectancy.

- 8.0 RECOMMENDATION: It is recommended that the offer of Valley Chevy Truck Inc., be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENT: 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. 2023-64

AUTHORIZING CONTRACT NO. 2023-106 WITH VALLEY CHEVY TRUCK INC. FOR THE PURCHASE AND DELIVERY OF EIGHT (8) 2024 CHEVY FULL SIZE PICKUP TRUCKS, EQUIPMENT AND ACCESSORIES, AS SPECIFIED, THROUGH THE STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE SERVICES, COOPERATIVE PURCHASING PROGRAM, FOR A TOTAL PRICE NOT TO EXCEED \$589,121.00 (RTA CAPITAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has identified the need to purchase new vehicles to replace non-revenue vehicles that have exceeded their useful life; and

WHEREAS, such equipment is available through the State of Ohio, Department of Administrative Services State Term Schedule; and

WHEREAS, R.C. 125.04 provides political subdivisions within the State of Ohio the opportunity to participate in contracts executed by the State of Ohio, Department of Administrative Services, for the purchase of equipment, materials, supplies, or other tangible assets; and

WHEREAS, the Board of Trustees authorized utilization of the Cooperative Purchasing Program in Resolution 2017-102, as set forth in Chapter 410 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority; and

WHEREAS, R.C. 306.43(H)(4) permits a regional transit authority to enter into a contract for the purchase of goods or services from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third-party beneficiary under a state or federal procurement contract, or as a participant in a department of administrative services contract under division (B) of section 125.05 of the Revised Code; and

WHEREAS, Valley Chevy Truck Inc., with an office located at 4767 State RT 18 W., Wellington, OH 44090, has offered to deliver eight (8) 2024 Chevy full size pickup trucks, with added equipment and accessories, for a total negotiated contract amount not to exceed \$589,121.00; and

WHEREAS, the General Manager, Chief Executive Officer determined it is in the best interest of the Authority to procure the required equipment from Valley Chevy Truck Inc., utilizing the State of Ohio Cooperative Purchasing Program 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 of Valley Chevy Truck Inc., to provide eight (8) 2024 Chevy full size pickup trucks, with added equipment and accessories, 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 Valley Chevy Truck Inc., to provide eight (8) 2024 Chevy full size pickup trucks, with added equipment and accessories.

Section 3. This contract shall be payable from the RTA Capital Fund, Fleet Management Department budget, including but not limited to 100% local funds, in an amount not to exceed \$589,121.00 for eight (8) vehicles.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, thereto, 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: January 29, 2023

President

Attest:

Secretary- Treasurer




| | | |
|--|--|---|
| TITLE/DESCRIPTION: CONTRACT: ANNUAL SUBSCRIPTION FOR RADIO DEVICES – THREE-YEAR PERIOD | | Resolution No.: 2023-65 |
| VENDOR: OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF INFORMATION TECHNOLOGY, MULTI-AGENCY RADIO COMMUNICATION SYSTEM ("MARCS") | | Date: August 24, 2023 |
| AMOUNT: NTE \$1,200,000.00 FOR A THREE-YEAR PERIOD | | Initiator: Intelligent Transportation Systems Department |
| 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 allow the Greater Cleveland Regional Transit Authority ("Authority") to continue using its existing interagency agreement with the Ohio Department of Administrative Services, Office of Information Technology, Multi-Agency Radio Communication System ("MARCS") subscription service for its mobile radios, portable radios and dispatch consoles for a period of three years.
- 2.0 DESCRIPTION/JUSTIFICATION: MARCS is a 700/800 MHz radio and data network that utilizes state-of-the-art trunked technology to provide statewide interoperability in digital clarity to subscribers throughout Ohio and a 10-mile radius outside the state. MARCS currently serves over 3,000 public safety/public service agencies statewide. The Authority currently has over 1,000 mobile radios, portable radios and dispatch consoles subscribed through the MARCS network for the Authority's radio communication. The Authority's Operations Division, including bus, rail, paratransit, and Transit Police, rely heavily upon the MARCS network to fulfill the Authority's mission.
- Transit Police were early adopters of the MARCS network. The Operations Division transitioned its radio communications to the MARCS network in 2019 as part of the Authority's radio replacement project. Previously, Operations had used four (4) cell towers, with limited and unreliable coverage for its communication needs. Prior to beginning the radio replacement project in 2018, the Authority hired a consultant to study and identify the best communication method to meet our operators' and customers' needs. The study demonstrated that the MARCS network provided superior coverage and was recommended as the solution for the Authority's radio communication.
- 3.0 PROCUREMENT BACKGROUND: R.C. 306.43(H)(4) states that competitive bidding is not required when a purchase is made from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third party beneficiary under a state or federal contract, or as a participant in a department of administrative services contract under R.C. 125.04(B). The current fee is set at \$25 per month, per unit, for utilizing the MARCS system. This is the same fee paid by all users on the system.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not conduct Affirmative Action reviews or set DBE participation goals on governmental contracts or interagency agreements.
- 5.0 POLICY IMPACT: Does not apply.

- 6.0 **ECONOMIC IMPACT:** This contract shall be payable through the General Fund, Intelligent Transportation Systems Department budget, at a total price not to exceed \$1,200,000.00 for a period of three years.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would prevent the use of the Operations Division from using the MARCS network, a service that is critical to providing reliable communications throughout the Authority's operations.
- 8.0 **RECOMMENDATION:** This procurement was discussed by the Board of Trustees at the August 8, 2023 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of the Ohio Department of Administrative Services, Office of Information Technology, Multi-Agency Radio Communication System, 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. 2023-65

AUTHORIZING CONTRACT NO. 2023-114 WITH THE OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF INFORMATION TECHNOLOGY, MULTI-AGENCY RADIO COMMUNICATION SYSTEM ("MARCS") TO PROVIDE 700/800MHZ WIRELESS DIGITAL RADIO NETWORK SUBSCRIPTION SERVICES IN AN AMOUNT NOT TO EXCEED \$1,200,000.00 FOR A PERIOD OF THREE YEARS (GENERAL FUND, INTELLIGENT TRANSPORTATION SYSTEMS DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has recurring requirements to utilize radio channels with the Ohio Multi-Agency Radio Communication System ("MARCS"); and

WHEREAS, the Authority currently has an interagency agreement utilizing the Ohio MARCS network for its Transit Police, Bus, Rail, and Paratransit radio communications; and

WHEREAS, said subscription service is only available through the Ohio Department of Administrative Services, Office of Information Technology; and

WHEREAS, R.C. 306.43(H)(4) provides that competitive bidding is not required when a purchase is made from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third party beneficiary under a state or federal contract, or as a participant in a department of administrative services contract under R.C. 125.04(B); and

WHEREAS, the General Manager, Chief Executive Officer deems the renewal of the interagency agreement with the Ohio Department of Administrative Services, Office of Information Technology, Multi-Agency Radio Communication System to provide 700/800 MHz wireless digital radio network subscription services in an amount not to exceed \$1,200,000.00 for a period of three years 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 of the Ohio Department of Administrative Services, Office of Information Technology, Multi-Agency Radio Communication System to provide 700/800 MHz wireless digital radio network subscription services 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 Ohio Department of Administrative Services, Office of Information Technology, Multi-Agency Radio Communication System, to provide said services.

Section 3. This procurement shall be payable through the General Fund, Intelligent Transportation Systems Department budget, in an amount not to exceed \$1,200,000.00 for a period of three years.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, 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.

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

Adopted: August 29, 2023

President

Attest:

Secretary-Treasurer



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|---|---|
| TITLE/DESCRIPTION: CONTRACT: ORACLE INFRASTRUCTURE AS A SERVICE SUBSCRIPTION SERVICES VENDOR: ORACLE AMERICA, INC. AMOUNT: NTE \$225,000.00 FOR A PERIOD OF ONE YEAR | Resolution No.: 2023-66 |
| | Date: August 24, 2023 |
| | Initiator: Management Information Services Department |
| 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 allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract to provide Oracle Infrastructure as a Service Subscription Services for a period of one year.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has been using Oracle technology and applications since 1995. These applications are used to support the Authority's financial, procurement, and human resource activities. Because the Authority's Oracle Enterprise Business Suite ("EBS") application had reached the end of its useful life, the Authority moved the EBS infrastructure to a cloud-based environment using Oracle Cloud Infrastructure ("OCI") in 2022. This transition ensures that the Authority has a stable and secure infrastructure solution that receives consistent patching, support, and disaster recovery. This contract will renew the Authority's OCI subscription services for a twelve-month period.

- 3.0 **PROCUREMENT BACKGROUND:** This contract is exempt from competition under R.C. 306.43(H)(3), which provides that competitive procedures are not required when the expenditure is for a renewal or renegotiation of a lease or license for telecommunications or electronic data processing equipment, services, or systems, or for the upgrade of such equipment, services, or systems, or for the maintenance thereof as supplied by the original source or its successors or assigns.

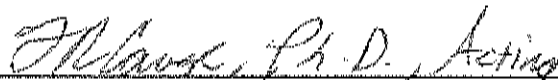
 A price analysis has been performed, and the Procurement Department has determined the negotiated proposal from Oracle America, Inc., in an amount not to exceed \$225,000.00, to be fair and reasonable to the Authority. The negotiated pricing is 7.5% above the estimate for this purchase.

- 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 will be funded through the General Fund, Management Information Services budget, in an amount not to exceed \$225,000.00 for a period of one year.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would jeopardize the functionality of critical financial, procurement, and human resource/payroll systems vital to the organization.
- 8.0 **RECOMMENDATION:** It is recommended that the offer by Oracle America, 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. 2023-66

AUTHORIZING CONTRACT NO. 2023-123 WITH ORACLE AMERICA, INC. TO PROVIDE ORACLE INFRASTRUCTURE AS A SERVICE SUBSCRIPTION SERVICES, FOR A PERIOD OF ONE YEAR, IN AN AMOUNT NOT TO EXCEED \$225,000.00 (GENERAL FUND, MANAGEMENT INFORMATION SERVICES DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") currently utilizes Oracle-licensed products for financial, procurement, and human resource management applications; and

WHEREAS, R.C. 306.43(H)(3) provides that, competitive procedures are not required when the expenditure is for a renewal or renegotiation of a lease or license for telecommunications or electronic data processing equipment, services, or systems, or for the upgrade of such equipment, services, or systems, or for the maintenance thereof as supplied by the original source or its successors or assigns; and

WHEREAS, the offer of Oracle America, Inc., located at 500 Oracle Parkway, Redwood City, CA 94065, to provide Oracle Infrastructure as a Service Subscription Services was received on August 15, 2023; and

WHEREAS, the General Manager, Chief Executive Officer deems the total negotiated offer of Oracle America, Inc. to be in the best interest of the Authority, price and other factors considered, 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 of Oracle America, Inc. to provide Oracle Infrastructure as a Service Subscription Services, 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 Oracle America, Inc. to provide Oracle Infrastructure as a Service Subscription Services.

Section 3. This procurement will be funded through the General Fund, Management Information Services Department budget in an amount not to exceed \$225,000.00 for a period of one year.

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 Oracle America, Inc. 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: August 29, 2023

President

Attest: _____
Secretary-Treasurer



| | |
|--|---|
| TITLE/DESCRIPTION: CONTRACT: PURCHASE OF CASUALTY INSURANCE FROM VARIOUS INSURANCE UNDERWRITERS VENDOR: USI INSURANCE SERVICES, LLC AND PRICE FORBES & PARTNERS LIMITED, OR THEIR SUCCESSORS AMOUNT: NTE \$2,163,038.00 FOR A PERIOD OF 12 MONTHS | Resolution No.: 2023-67 |
| | Date: August 24, 2023 |
| | Initiator: Risk Management Department |
| 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 provide the Greater Cleveland Regional Transit Authority ("Authority") with catastrophic casualty insurance protection for a period of 12 months.

2.0 **DESCRIPTION/JUSTIFICATION:** The Authority purchases a Casualty Insurance Program to protect its assets against catastrophic loss. The current Casualty Insurance Program expires September 1, 2023. Proposals for a new program were requested. The Casualty Insurance Program includes three policies: Excess Liability, Excess Workers' Compensation and Public Officials' & Employment Practices Liability. The main Excess Liability program contains General Liability, Rail Liability and Auto Liability coverage. Separate policies are purchased for Public Officials' & Employment Practices Liability, as well as Excess Workers' Compensation.

This resolution requests authorization for the Excess Liability program, as well as the Excess Workers' Compensation policy and the Public Officials' & Employment Practices Liability policy. This is the first time that this policy has been included in the resolution as the premium is now slightly over the \$100,000.00 small purchase threshold.

3.0 **PROCUREMENT BACKGROUND:** The Authority's casualty insurance brokers, USI Insurance Services, LLC ("USI") and their partners, The Rutledge Group, and Price Forbes & Partners Limited ("Price Forbes"), USI's London brokerage partner, approached several commercial insurance markets seeking proposals for participation in the insurance program. As presented at the August 15, 2023 Audit, Safety Compliance and Real Estate Committee meeting, the commercial liability insurance market has stabilized somewhat following several years of a very difficult insurance market.

At a strategy meeting with our brokers in July we were told to expect up to a 7.5% increase in the premium for the large Excess Liability program, based on their experience with similar account renewals this year. Similarly, we were given a 5-7.5% range in increased premium for the Excess Worker's Compensation policy and a 5% projection for an increase on the Public Officials' & Employment Practices Liability policy premium. We are pleased to report that we have exceeded expectations on all three lines of coverage, as summarized below.

Final Program Results:

Final negotiations resulted in renewing the entire program limit of \$95 million in coverage, as well as an extremely favorable result on the Excess Liability premium, with no reductions in coverage. The final premium commencing September 1, 2023 for the Excess Liability policy is \$1,786,783.00, a 2% increase over the expiring premium of \$1,750,768.00. This is \$139,217.00 or 7.2% under the budgeted amount of \$1,926,000.00.

The renewal premium commencing September 1, 2023 for the Excess Workers' Compensation policy is \$275,355.00 vs. an expiring premium of \$292,842.00, a decrease in premium of \$17,487.00. This is a savings of \$55,557.00 or 17% under the budgeted amount of \$330,912.00. The Authority was able to generate some competition in this very limited marketplace and achieve a significant rate decrease of 12.5% from last year, which was a result that was not anticipated.

The Public Officials' & Employment Practices Liability renewal was also finalized with a positive result. The negotiated renewal premium commencing September 1, 2023 is \$100,900.00, a 1% premium increase over the expiring premium of \$99,900.00. This is 4% under the budgeted amount of \$104,895.00.

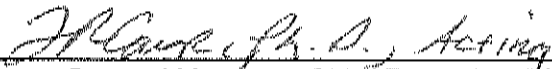
For all three lines of coverage contained in the Casualty Insurance Program, including the Public Officials' and Employment Practices Liability policy, the total renewal premiums are \$2,163,038.00 as compared to expiring premiums of \$2,143,510.00, a net increase of \$19,528.00 or just 1%. This is an exceptional result. The Authority's premiums remain below its peers, demonstrating that insurance companies remain impressed by the Authority's risk management, safety, and security controls.

After evaluation in accordance with the Authority's established Policies and Procedures, the submittal from a group of underwriters for this casualty insurance program was determined to be the most advantageous to the Authority. Coverage limits, self-insured retentions and a list of the underwriters are shown in Attachment A, attached hereto. Based on the evaluation of cost and price by USI and its partners for the coverages identified, the Procurement Department has determined the negotiated price to be fair and reasonable.

- 4.0 AFFIRMATIVE ACTION/ DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This program shall be payable from the Insurance Fund, Risk Management Department budget, in an amount not to exceed \$1,786,783.00 and the General Fund, Risk Management Department budget, in an amount not to exceed \$376,255.00 for a period of 12 months. The Authority maintains an Insurance Fund at a minimum level to pay severe losses within the self-insured retention. The intent is to utilize the interest income on the Insurance Fund to offset (and cover, if feasible) the annual liability insurance premium.
- 7.0 ALTERNATIVES: Reject this offer. Not adopting this resolution will put the Authority at risk of not having catastrophic liability insurance protection.
- 8.0 RECOMMENDATION: This insurance renewal program was discussed by the Board of Trustees at the August 15, 2023 Audit, Safety Compliance and Real Estate Committee meeting. It is recommended that the submittal of the underwriters through USI, and Price Forbes, or their successors, as negotiated, be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.

9.0 ATTACHMENTS: Attachment A – Casualty Insurance Renewal

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
CASUALTY INSURANCE RENEWAL

August 24, 2023

Excess Liability Program: General, Auto and Rail Liability Insurance:

Coverage Limit: \$95 million per occurrence & \$95 million aggregate
Occurrence Reported Coverage Basis
Self-Insured Retention: \$5 million per occurrence

Underwriters:

Apollo Liability Consortium (Lloyds of London Syndicate)
Argo Re Ltd. (Bermuda)
Hamilton Re (Bermuda)
Hiscox (Lloyds of London Syndicate)
AEGIS Casualty Consortium (Lloyds of London Syndicate)
AXA XL - (Lloyds of London Syndicate) Aspen (Lloyds of London Syndicate)
Ascot (Lloyds of London Syndicate)
Argenta (Lloyds of London Syndicate)
Gemini Insurance Company (U.S.)
Canopus Managing Agents Limited (Lloyds Syndicate 4444)
MAP (Lloyds of London Syndicate)
Inigo (Lloyd's of London Syndicate)
Helix (Bermuda)

Excess Workers' Compensation:

Coverage Limit: \$105 million each accident
(\$95 million excess of \$10 million: Above underwriters)
(\$10 million excess of self-insured retention: Safety National)
Self-Insured Retention: \$750,000.00 per accident

Public Officials'/Employment Practices Liability:

Coverage Limit: \$5 million per claim and annual aggregate each policy year
Self-Insured Retention: Coverage A: zero; Coverage B: \$250,000.00 per claim; EPL:
\$500,000.00 per claim
Carrier: National Union Fire Insurance Company of Pittsburgh, PA (AIG)

RESOLUTION NO. 2023-67

AUTHORIZING THE PURCHASE OF CASUALTY INSURANCE FROM VARIOUS INSURANCE UNDERWRITERS THROUGH USI INSURANCE SERVICES, LLC AND PRICE FORBES & PARTNERS LIMITED, OR THEIR SUCCESSORS, FOR A PERIOD OF 12 MONTHS, IN A TOTAL AMOUNT NOT TO EXCEED \$2,163,038.00 (INSURANCE AND GENERAL FUNDS, RISK MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") requires catastrophic casualty insurance protection; and

WHEREAS, the casualty insurance program for the Authority includes the master Excess Liability program, which encompasses General, Rail and Auto Liability coverages, as well as the Excess Workers' Compensation policy; and the Public Officials' Liability policy; and

WHEREAS, proposals from various underwriters were received on August 15, 2023 and were evaluated in accordance with the Authority's Policies and Procedures; and

WHEREAS, the submittal of a group of underwriters through USI Insurance Services, LLC ("USI"), located at 1001 Lakeside Avenue, Cleveland, Ohio, 44114-1874, and Price Forbes & Partners Limited ("Price Forbes"), London, U.K., for Excess Liability insurance for a period of 12 months with coverage up to the limit of \$95 million per occurrence, at an amount not to exceed \$2,163,038.00, was determined to be the most advantageous to the Authority, price and all factors considered; and

WHEREAS, the General Manager, Chief Executive Officer deems the acceptance of the submittal of various underwriters through USI and Price Forbes for a casualty insurance program, as modified by negotiations, to be the most advantageous to the Authority and recommends acceptance thereof to 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 USI Insurance Services National, Inc. ("USI") and Price Forbes & Partners Limited ("Price Forbes"), as modified by negotiations, for a casualty insurance program, 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 USI and Price Forbes for casualty insurance coverages with the carriers, as agreed, and with such other carriers as the General Manager, Chief Executive Officer may deem appropriate, up to the limit of \$95 million per occurrence for year one from September 1, 2023 to September 1, 2024 at premiums not to exceed \$2,163,038.00.

Section 3. This program shall be payable from the Insurance Fund, Risk Management Department budget, in an amount not to exceed \$1,786,783.00 and the General Fund, Risk Management Department budget, in an amount not to exceed \$376,255.00 for a period of 12 months.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon 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: August 29, 2023

President

Attest: _____
Secretary-Treasurer



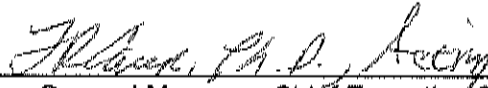
| | |
|---|-----------------------------------|
| TITLE/DESCRIPTION: AMENDING CHAPTER 216 PUBLIC RECORDS AND REMOVING CHAPTER 650 RECORDS RETENTION OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND AMENDING PERSONNEL POLICY 700 RECORDS RETENTION AND RELEASE | Resolution No.: 2023-68 |
| | Date: August 24, 2023 |
| | 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 Chapter 216 Public Records and remove Chapter 650 Records Retention of the Codified Rules and Regulations ("Code Book") of the Greater Cleveland Regional Transit Authority ("Authority") and amend Personnel Policy 700.
- 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 undergoing a comprehensive review and update so that the Code Book will conform to the current structure and operations of the Authority.

 The governing provisions for retention and disclosure of public records are located in two places: (1) the Code Book, which provides the broad, overarching guidance for the Authority enacted by the Board of Trustees; and (2) the Personnel Policies, which govern the relationship between the Authority and its employees and are approved by the Board of Trustees.

 The proposed amendment will consolidate and clarify the Authority's obligations regarding retention and disclosure of public records in one chapter of the Code Book, while retaining the policy for Human Resources records in the Personnel Policies.
- 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 clarify the Authority's obligations regarding retention and disclosure of public records.
- 6.0 **ECONOMIC IMPACT:** Does not apply.
- 7.0 **ALTERNATIVES:** Not adopting this resolution. Not adopting this resolution would result in a lack of clarity in the Authority's policies regarding retention and disclosure of public records.
- 8.0 **RECOMMENDATION:** This resolution was discussed at the August 8, 2023 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 **ATTACHMENTS:** A. Red-line of proposed amendments to Code Book Chapter 216
 B. Red-line of proposed amendments to Code Book Chapter 650
 C. Red-line of proposed amendments to Personnel Policy 700

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



General Manager, Chief Executive Officer

CHAPTER 216
Public Records and Record Retention Policy

| | |
|---------------------|--|
| 216.01 | Public Records Policy. |
| 216.02 | Record retention. |
| <u>216.03</u> | <u>Compliance with records retention schedules</u> |
| 216.0304 | Public record disclosure. |

CROSS REFERENCES

Documents, reports and records - see ~~Ohio~~-R.C. ~~Ch.~~ 149.43

216.01 PUBLIC RECORDS POLICY.

Consistent with the premise that government at all levels exists first and foremost to serve the interests of the people, it is the policy of the Greater Cleveland Regional Transit Authority to ~~at all times~~ fully comply with Ohio's Public Records Act, ~~Ohio R.C. 149.43~~.

216.02 RECORD RETENTION.

(a) All Greater Cleveland Regional Transit Authority records shall be maintained and retained in compliance with the internal operating needs of the Authority and ~~federal~~~~local~~, ~~s~~State and ~~Federal~~~~local~~ laws.

(b) The Authority has established an Executive Records Management Commission and adopted records retention schedules to maintain lawful, consistent and effective record-keeping practices throughout the Authority.

~~(a)(c)~~

~~(b) By Resolution 1991-264, passed December 17, 1991, the Authority adopted a records retention schedule. The CEO, General Manager/Secretary-Treasurer, Chief Executive Officer is authorized, through the Executive Records Management Commission, to revise and update the records retention schedules without further approval by the Board of Trustees so long as such amendments are in full compliance with all known applicable laws, rules and regulations governing the retention and disposal of records created and maintained by the Authority.~~

216.03 COMPLIANCE WITH RECORDS RETENTION SCHEDULES.

Before disposing of any record, as defined in the Ohio Public Records Act, employees must ensure that destruction is permitted by the established records retention schedules and follow the records retention procedures.

216.043 PUBLIC RECORD DISCLOSURE.

(a) The Authority shall comply with all applicable laws regarding the disclosure of public records. All public record requests shall be referred to the Legal Department for handling.

Attachment A to Staff Summary

(b) ~~The Authority has administrative procedures governing the Authority's disclosure of public records. The CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ may establish and amend those administrative procedures governing the Authority's record retention and disclosure of public records without further approval by the Board of Trustees.

Attachment B to Staff Summary

~~CHAPTER 650
Records Retention and Release~~

- ~~650.01 Personnel records.~~
- ~~650.02 Attendance records.~~
- ~~650.03 Electronic mail records. (Repealed)~~
- ~~650.04 Compliance with records retention schedule.~~
- ~~650.05 Disposition of records—separations from employment.~~
- ~~650.06 Confidential information (complying with requests to inspect and copy GCRTA records.~~

~~CROSS REFERENCES~~

- ~~Labor standards—see 48 U.S.C.A. 1609~~
 - ~~Ohio Open Records Act—see Ohio R.C. Ch. 149~~
 - ~~Employment generally—see Bylaws Art. VIII, Sec. 2~~
-

~~650.01 PERSONNEL RECORDS.~~

~~(a) A personnel file on each employee is maintained in the Human Resources Department. This file may include, but is not limited to, information regarding previous training, experience and employment as well as the work history of the employee while with the Authority.~~

~~(b) The Authority is subject to the Ohio Open Records Act (Ohio R.C. Chapter 149) and certain portions of an employee's personnel file must be made available for public inspection upon request.
(Res. 2001-119. Passed 8-21-01.)~~

~~650.02 ATTENDANCE RECORDS.~~

~~(a) All departments will maintain daily attendance records. Included will be time recorded for leaves, both paid and unpaid, compensatory time off and additional time worked.~~

~~(b) All departments will maintain such attendance records on the Greater Cleveland Regional Transit Authority's Time & Attendance System.
(Res. 2001-119. Passed 8-21-01.)~~

~~650.03 ELECTRONIC MAIL RECORDS. (REPEALED)~~

~~(EDITOR'S NOTE: Section 650.03 was repealed by Resolution No. 2013-95, passed September 17, 2013. See Section 650.04 for provisions regarding electronic mail records.)~~

~~650.03 COMPLIANCE WITH RECORDS RETENTION SCHEDULE.~~

~~(a) All GCRTA records shall be maintained and retained in compliance with the internal operating needs of the Authority and local, State, and Federal law.~~

Attachment B to Staff Summary

~~(b) — The Records Retention Schedule was developed to maintain lawful, consistent and effective record-keeping practices throughout the Authority. A "record" is defined as any document, device, or item, regardless of physical form or characteristic, including an electronic record that is created, received by, or comes under the jurisdiction of the Authority, and which serves to document the organization, functions, policies, decisions, procedures, operations, or other activities of the office.~~

~~(c) — Before disposing of any RTA record, employees must ensure that destruction is permitted by the established Records Retention Schedule and follow the Records Retention Procedure.~~

~~(d) — GCRTA shall have the right to access, and employees shall provide prompt access to, all records, regardless of their location and irrespective of whether they were created by or stored on non-GCRTA devices (e.g., business and/or personal computers; stationary and/or portable devices; storage media, including; local drives, network drives, CD, DVD, tape, and/or other storage facilities not owned by RTA).~~

~~(e) — The Records Manager will coordinate an annual meeting of the Executive Records Management Committee to consider requests to modify records retention schedules, disposal of records included on the records retention schedules, and one time disposal of records. Other meetings of the Executive Records Management Committee will be scheduled as needed.~~

~~(f) — The GCRTA Records Manager can provide assistance with any questions regarding the maintenance and destruction of records.~~

~~(g) — For more information, refer to the Records Management Guide. (Res. 2001-119. Passed 8-21-01; Res. 2013-95. Passed 9-17-13.)~~

~~650.05 — DISPOSITION OF RECORDS SEPARATIONS FROM EMPLOYMENT.~~

~~It is the hope of the Authority that all employees enjoy continuous and uninterrupted employment during their tenure as Authority employees. However, at the time of separation from employment, whether voluntary, retirement, as a result of disciplinary action, or reduction in workforce, the employee is not permitted to remove any GCRTA records that were created in conjunction with their employment without the expressed written consent of the Authority. This includes working copies, drafts, manuals, computer disks and software.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

~~650.06 — CONFIDENTIAL INFORMATION (COMPLYING WITH REQUESTS TO INSPECT AND COPY GCRTA RECORDS)~~

Attachment B to Staff Summary

~~(a) — The GCRTA Code of Ethics prohibits the release of confidential information or records of GCRTA employees. "Confidential information" means any information concerning the GCRTA that is:~~

- ~~(1) — Not a matter of public knowledge;~~
- ~~(2) — Exempt from public inspection and copying;~~
- ~~(3) — Legally required to be kept confidential by the GCRTA.~~

~~(b) — All public record requests should be referred to the Legal Department for handling in accordance with their internal procedures.
(Res. 2001-119. Passed 8-21-01.)~~

Attachment C to Staff Summary

Section 700 – Records ~~Management~~Retention & Release

700.01 PERSONNEL RECORDS

A personnel file on each employee is maintained in the Human Resources Department. This file may include, but is not limited to, information regarding previous training, experience and employment as well as the work history of the employee while with the Authority.

The Authority is subject to the Ohio ~~Open-Public~~ Records Act (~~Ohio~~ R.C. Chapter 149) and certain portions of an employee's personnel file must be made available for public inspection upon request.

700.02 ATTENDANCE RECORDS

~~All departments~~The Authority will maintain daily attendance records. Included will be time recorded for leaves, both paid and unpaid, compensatory time off and additional time worked.

~~All departments~~The Authority will maintain such attendance records on the Greater Cleveland Regional Transit Authority's Time & Attendance System in a manner that ensures accuracy and accessibility.

700.03 ~~COMPLIANCE WITH RECORDS RETENTION SCHEDULE~~EMPLOYEE HANDLING OF AUTHORITY RECORDS

~~All GCRTA records shall be maintained and retained in compliance with the internal operating needs of the Authority and local, state, and federal laws.~~

~~The Records Retention Schedule was developed to maintain lawful, consistent and effective record-keeping practices throughout the Authority. A "record" is defined as any document, device, or item, regardless of physical form or characteristic, including an electronic record that is created, received by, or comes under the jurisdiction of the Authority, and which serves to document the organization's functions, policies, decisions, procedures, operations, or other activities of the office.~~

~~Before disposing of any RTA record, employees must ensure that destruction is permitted by the established Records Retention Schedule and follow the Records Retention Procedures.~~

GCRTA shall have the right to access, and employees shall provide prompt access to, all Authority records, regardless of their location and irrespective of whether they were created by or stored on non-GCRTA devices (e.g., business and/or personal computers; stationary and/or portable devices; storage media, including; local drives, network drives, CD, DVD, tape and/or other storage facilities not owned by RTA).

~~The Records Manager will coordinate an annual meeting of the Executive Records Management Committee to consider requests to modify records retention schedules, disposal of records included on the records retention schedules, and one time disposal of records. Other meetings of the Executive Records Management Committee will be scheduled as needed.~~

~~The GCRTA Records Manager can provide assistance with any questions regarding the maintenance and destruction of records.~~

700.04 DISPOSITION OF RECORDS – SEPARATION FROM EMPLOYMENT

It is the hope of the Authority that all employees enjoy continuous and uninterrupted employment during their tenure as Authority employees. However, at the time of separation from employment, whether voluntary, retirement, as a result of disciplinary action, or reduction in workforce, the employee is not permitted to remove any GCRTA records that were created in conjunction with their employment without the expressed written consent of the Authority. This includes working copies, drafts, manuals, computer disks and software.

700.05 CONFIDENTIAL INFORMATION (COMPLYING WITH REQUESTS TO INSPECT AND COPY GCRTA EMPLOYEE RECORDS)

The GCRTA Code of Ethics prohibits the release of confidential information or records of GCRTA employees. “Confidential information” means any information concerning the GCRTA that is:

- (a) Not a matter of public knowledge;
- (b) Exempt from public inspection and copying;
- (c) Legally required to be kept confidential by the GCRTA.

All public record requests ~~should~~shall be referred to the Legal Department for handling in accordance with ~~their internal procedures~~the Ohio public records law.

RESOLUTION NO. 2023-68

AMENDING CHAPTER 216 PUBLIC RECORDS AND REMOVING CHAPTER 650 RECORDS RETENTION OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND AMENDING PERSONNEL POLICY 700 RECORDS RETENTION AND RELEASE

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Greater Cleveland Regional Transit Authority ("Authority") codified the resolutions establishing its policies and procedures; and

WHEREAS, the Authority has conducted a review and determined that Chapter 216 Public Records should be amended and Chapter 615 Records Retention should be removed from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority ("Code Book"); and

WHEREAS, the Authority has also determined that Personnel Policy 700 should be amended.

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

Section 1. That Code Book Chapter 216 Public Records is hereby amended to read as specified in Attachment A hereto.

Section 2. That Code Book Chapter 650 Records Retention is hereby removed in its entirety.

Section 3. That Personnel Policy 700 is hereby amended to read as specified in Attachment B hereto.

Section 4. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

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

Attachments: A. Chapter 216 Public Records and Record Retention Policy
B. Personnel Policy 700 Records Retention & Release

Adopted: August 29, 2023

President

Attest: _____
Secretary-Treasurer

Attachment A to Resolution

CHAPTER 216
Public Records and Record Retention Policy

| | |
|--------|---|
| 216.01 | Public Records Policy. |
| 216.02 | Record retention. |
| 216.03 | Compliance with records retention schedules |
| 216.04 | Public record disclosure. |

CROSS REFERENCES

Documents, reports and records - see R.C. 149.43

216.01 PUBLIC RECORDS POLICY.

Consistent with the premise that government at all levels exists first and foremost to serve the interests of the people, it is the policy of the Greater Cleveland Regional Transit Authority to fully comply with Ohio's Public Records Act.

216.02 RECORD RETENTION.

(a) All Greater Cleveland Regional Transit Authority records shall be maintained and retained in compliance with the internal operating needs of the Authority and federal, state and local laws.

(b) The Authority has established an Executive Records Management Commission and adopted records retention schedules to maintain lawful, consistent and effective record-keeping practices throughout the Authority.

(c) The General Manager, Chief Executive Officer is authorized, through the Executive Records Management Commission, to revise and update the records retention schedules without further approval by the Board of Trustees so long as such amendments are in full compliance with all applicable laws, rules and regulations governing the retention and disposal of records created and maintained by the Authority.

216.03 COMPLIANCE WITH RECORDS RETENTION SCHEDULES.

Before disposing of any record, as defined in the Ohio Public Records Act, employees must ensure that destruction is permitted by the established records retention schedules and follow the records retention procedures.

216.04 PUBLIC RECORD DISCLOSURE.

(a) The Authority shall comply with all applicable laws regarding the disclosure of public records. All public record requests shall be referred to the Legal Department for handling.

(b) The General Manager, Chief Executive Officer may establish and amend administrative procedures governing the Authority's record retention and disclosure of public records without further approval by the Board of Trustees.

Attachment B to Resolution

Section 700 – Records Management

700.01 PERSONNEL RECORDS

A personnel file on each employee is maintained in the Human Resources Department. This file may include, but is not limited to, information regarding previous training, experience and employment as well as the work history of the employee while with the Authority.

The Authority is subject to the Ohio Public Records Act (Ohio R.C. Chapter 149) and certain portions of an employee's personnel file must be made available for public inspection upon request.

700.02 ATTENDANCE RECORDS

The Authority will maintain daily attendance records. Included will be time recorded for leaves, both paid and unpaid, compensatory time off and additional time worked.

The Authority will maintain such attendance records in a manner that ensures accuracy and accessibility.

700.03 EMPLOYEE HANDLING OF AUTHORITY RECORDS

GCRTA shall have the right to access, and employees shall provide prompt access to, all Authority records, regardless of their location and irrespective of whether they were created by or stored on non-GCRTA devices (e.g., business and/or personal computers; stationary and/or portable devices; storage media, including; local drives, network drives, CD, DVD, tape and/or other storage facilities not owned by RTA).

700.04 DISPOSITION OF RECORDS – SEPARATION FROM EMPLOYMENT

It is the hope of the Authority that all employees enjoy continuous and uninterrupted employment during their tenure as Authority employees. However, at the time of separation from employment, whether voluntary, retirement, as a result of disciplinary action, or reduction in workforce, the employee is not permitted to remove any GCRTA records that were created in conjunction with their employment without the express written consent of the Authority. This includes working copies, drafts, manuals, computer disks and software.

700.05 CONFIDENTIAL INFORMATION (COMPLYING WITH REQUESTS TO INSPECT AND COPY GCRTA EMPLOYEE RECORDS)

The GCRTA Code of Ethics prohibits the release of confidential information or records of GCRTA employees. "Confidential information" means any information concerning the GCRTA that is:

- (a) Not a matter of public knowledge;
- (b) Exempt from public inspection and copying;
- (c) Legally required to be kept confidential by the GCRTA.

All public record requests shall be referred to the Legal Department for handling in accordance with the Ohio public records law.



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Rev. Charles P. Lucas, President
and Members, Board of Trustees

From: India L. Birdsong Terry *J. A. Cook, Ph.D. Acting*
General Manager, Chief Executive Officer

Date: August 24, 2023

Subject: Grant Resolution

At the August 29, 2023 Board Meeting the Board will be asked to act on a resolution authorizing GCRTA to apply for grants with the Ohio Department of Transportation (ODOT) for the State of Ohio's fiscal year 2025, which is July 1, 2024 through June 30, 2025. In June the Board passed a resolution authorizing ODOT grant applications for Fiscal year 2024. This resolution for Fiscal Year 2025 is needed because ODOT is asking for applications for funding which has been made available for 2025. We are required by ODOT to issue a resolution.

Please contact me at 216-356-3100 if you have questions or require additional information prior to Tuesday's meeting.

ILB:cw



| | |
|--|-----------------------------------|
| TITLE/DESCRIPTION: FILING OF GRANT APPLICATIONS WITH THE STATE OF OHIO FOR STATE FISCAL YEAR 2025 FINANCIAL ASSISTANCE | Resolution No.: 2023-69 |
| | Date: August 24, 2023 |
| | 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 action will allow the Greater Cleveland Regional Transit Authority ("GCRTA") to submit grant applications, to enter into funding agreements with, and to accept funds from, the State of Ohio for eligible transit projects. This resolution is for the State Fiscal Year ("SFY") 2025, which is July 1, 2024 – June 30, 2025.
- 2.0 DESCRIPTION/JUSTIFICATION: The State of Ohio will make funds available during SFY2025 under various programs. GCRTA will apply for financial assistance from the State of Ohio for eligible transit projects.

State of Ohio financial assistance programs include, but are not limited to:

ODOT Urban Transit Program (UTP)
ODOT Discretionary Capital Program
ODOT Ohio Transit Partnership Program (OTPP)
ODOT Ohio Environmental Protection Agency (OEPA)
ODOT Ohio Workforce Mobility Partnership Program
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: This action is consistent with the policy stated at Section 460.04 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority to take advantage of all available state and federal grant programs, including State of Ohio Urban Transit Program grants and Federal Highway Administration programs, as well as the programs of the Federal Transit Administration.
- 6.0 ECONOMIC IMPACT: Funding available through the State of Ohio may be up to 80%-100% of the total project cost.
- 7.0 ALTERNATIVES: Do not submit grant applications. This would exclude GCRTA from utilizing funding available through the State of Ohio to the Cleveland Urbanized Area for transportation improvements.
- 8.0 RECOMMENDATION: It is recommended that the resolution authorizing the filing of applications for financial assistance from the State of Ohio be approved.
- 9.0 ATTACHMENTS: None

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

J. Daniel, Ph.D., Acting
General Manager, Chief Executive Officer

RESOLUTION NO. 2023-69

AUTHORIZING THE FILING OF GRANT APPLICATIONS WITH THE STATE OF OHIO FOR STATE FISCAL YEAR 2025 FINANCIAL ASSISTANCE UNDER ALL STATE OF OHIO PROGRAMS

WHEREAS, the State of Ohio, through its State Fiscal Year (SFY) 2025 financial assistance programs, will make funds available to assist public transportation systems in Ohio; and

WHEREAS, the Greater Cleveland Regional Transit Authority is the primary transit operator in Cuyahoga County; and

WHEREAS, the Greater Cleveland Regional Transit Authority is providing transit service and observing all federal and state rules under all State of Ohio programs.

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

Section 1. That the General Manager, Chief Executive Officer is hereby authorized to file applications, as required, and to execute contracts on behalf of the Greater Cleveland Regional Transit Authority with the State of Ohio for financial assistance (including by transfer of highway funds) under all State of Ohio programs.

Section 2. That the General Manager, Chief Executive Officer is authorized to execute and file such applications, any assurances or any other documentation required by the State of Ohio under the financial assistance programs.

Section 3. That the General Manager, Chief Executive Officer is authorized to furnish such additional information as the State of Ohio may require in connection with these applications.

Section 4. That the General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority is authorized to accept the funds resulting from the State of Ohio financial assistance programs.

Section 5. That, in the absence of the General Manager, Chief Executive Officer the Acting General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority is hereby authorized to perform any and all of the above-described functions.

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

Adopted: August 29, 2023

President

Attest: _____
Secretary-Treasurer



To: Rev. Charles P. Lucas, President
and Members, Board of Trustees

From: India L. Birdsong Terry *J. Lucas, Ph.D., Acting*
General Manager, Chief Executive Officer

Date: August 24, 2023

Subject: Cash Management Resolutions

Over the next few months, the Board will consider three resolutions related to the Cash Management function. At the August 29 Board Meeting, the Board will consider a resolution designating depositories for GCRTA's active and interim funds and a resolution estimating the amount of GCRTA's inactive funds. Sections 135.05 and 135.12 of the Ohio Revised Code (Uniform Depository Act) require this of the Governing Body every five years.

The following is a summary of the three resolutions:

1) Designation of Depositories for GCRTA's Active and Interim funds

This designation identifies the institutions, which will be permitted to receive and have on deposit the following:

- A) Active Funds-Public funds used to meet immediate needs.
- B) Interim Funds-Public funds that are not needed for immediate use but will be needed before the end of the five-year period.

This is on the calendar for 8/29/23 for Board consideration.

2) Estimation of Inactive Deposits

Inactive deposits are public funds, which will not be needed within the five-year period. GCRTA's inactive deposits will be \$0.

This is on the calendar for 8/29/23 for Board consideration.

3) Banking Services Contract

Will enter into a contract with a financial institution to provide banking services for the period of January 1, 2024 – December 31, 2028. Only the financial institutions designated as depositories will be eligible.

This is expected to be on the 11/21/23 board meeting agenda.

Please contact me at 216-356-3100 if you have questions or require additional information prior to Tuesday's meeting.

ILB:cw



| | |
|--|-----------------------------------|
| TITLE/DESCRIPTION: DESIGNATION OF DEPOSITORIES FOR ACTIVE AND INTERIM PUBLIC MONIES DURING THE FIVE-YEAR PERIOD COMMENCING JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 | Resolution No.: 2023-70 |
| | Date: August 24, 2023 |
| | 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 action will satisfy the state law requirement to designate depositories every five years.
- 2.0 DESCRIPTION/JUSTIFICATION: R.C. 135.12 requires the Board of Trustees of the Greater Cleveland Regional Transit Authority ("Authority") to designate eligible depositories for the Authority's public monies every five (5) years. This designation of depositories will be for the term January 1, 2024 through December 31, 2028. Since the Authority has estimated that it will have no inactive deposits, only those depositories designated by the Board in this resolution will be eligible to compete for the Authority's interim monies or for the Authority's active deposits during the period from January 1, 2024 through December 31, 2028.
- 3.0 PROCUREMENT BACKGROUND: Pursuant to R.C. 135.08 and R.C. 135.10, eligible institutions located in the State of Ohio desiring to be a depository for the Authority's active and interim deposits made application in writing to the Authority specifying the maximum amount of such public monies which the applicant desires to receive during the period covered by the designation. The Authority advertised applications on the Authority's website and in two newspapers. Four institutions responded and made application to serve as a depository for the Authority's active and/or interim deposits.
- 4.0 AFFIRMATIVE ACTION / DBE BACKGROUND: Affirmative Action requirements will be reviewed for any financial institution with which the Authority enters an agreement for banking services.
- 5.0 POLICY IMPACT: It is the policy of the GCRTA to comply with the Ohio Revised Code and designate depositories for active and interim funds every five years.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Reject this action. If that occurs, the Authority will need to designate depositories for active and interim monies during the term of the banking services contract.
- 8.0 RECOMMENDATION: It is recommended that this resolution be approved to maintain the Authority's practice of aligning the designation of depositories resolution, estimation of in active funds resolution, and the banking services procurement.
- 9.0 ATTACHMENT: None

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

J. L. Carter, Ph.D., Acting

General Manager, Chief Executive Officer

RESOLUTION NO. 2023-70

DESIGNATION OF DEPOSITORIES FOR ACTIVE AND INTERIM PUBLIC MONIES
DURING THE FIVE-YEAR PERIOD COMMENCING JANUARY 1, 2024 THROUGH
DECEMBER 31, 2028

WHEREAS, applications have been received from eligible institutions to serve as depositories for the Greater Cleveland Regional Transit Authority's ("GCRTA") active and interim monies; and

WHEREAS, said applications are presently on file in the office of the Procurement Department; and incorporated here by reference; and

WHEREAS, it has been the practice of the Authority to align the approval of the designation of depositories, the estimation of inactive deposits, and the banking services procurement.

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

Section 1. That the applications to serve as depositories of the active monies of this Authority, which have been received from the financial institutions referred to below, are hereby accepted and the financial institutions are designated as public depositories of the active monies under the control of this Board for the period from January 1, 2024 through December 31, 2028, provided, however, that none of such depositories shall be permitted to receive and have on deposit at any time, in accordance with R.C. 135.04, an amount of active deposits greater than that specified in the application of each depository.

Name of institutions-Active Deposits

Fifth Third Bank
Key Bank

JP Morgan Chase
PNC Bank

Section 2. That the applications to serve as depositories of the interim funds of this Authority, which have been received from the financial institutions referred to below, are hereby accepted and the financial institutions are determined to be eligible depositories for deposit of such monies. The financial institutions referred to below are hereby found to be in conformity with the law, including R.C. Chapter 135 and are hereby designated as public depositories of the interim monies under the control of the Board for the period from January 1, 2024 through December 31, 2028.

Name of institutions-Interim Deposits

Fifth Third Bank
Key Bank

JP Morgan Chase
PNC Bank

The Secretary-Treasurer and Cash Manager/Investment Officer are authorized to determine from time to time the amount of funds available for investment or deposit as interim monies and to select the classification of obligators for the investment or deposit of such monies, as provided in R.C. 135.14, provided that if such monies are determined to be deposited as interim deposits (as provided in R.C. 135.08 and R.C. 135.14(b)(3)) that the award of interim deposits shall be made in accordance with R.C. 135.09 and the Secretary-Treasurer or Cash Manager/Investment Officer shall determine the periods for such interim deposits are to be made and shall award such interim deposits for such periods.

Section 3. That the award of public monies herein made is subject to provisions of R.C. Chapter 135, including the limitation imposed by, and the variations permitted by, Sections 135.03 and 135.20 thereof, respectively, and subject to the provisions of such Chapter, in accordance with the financial requirement of the Authority.

Section 4. That the Director of Procurement is hereby directed to keep all such applications on file.

Section 5. That the Director of Procurement is hereby directed to forward certified copies of this resolution to the financial institutions herein designated as public depositories of this Authority, and the President and the Secretary-Treasurer are hereby authorized and directed to execute on behalf of the Board such memorandum agreements relating to the designation of such institutions as public depositories and the security of deposits therein as are required, authorized or permitted by law.

Section 6. That it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committee that resulted in such formal action were in a meeting open to the public in compliance with legal requirements including R.C. 121.22.

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

Adopted: August 29, 2023

President

Attest: _____
Secretary-Treasurer



| | |
|--|-----------------------------------|
| TITLE/DESCRIPTION: ESTIMATION OF INACTIVE DEPOSITS | Resolution No.: 2023-71 |
| | Date: August 24, 2023 |
| | 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 action will satisfy the requirement of Revised Code Chapter 135, regarding the award of inactive deposits.
- 2.0 DESCRIPTION/JUSTIFICATION: R.C. 135.05 requires political subdivisions to adopt a resolution estimating the amount of funds to be deposited as inactive deposits during each five-year period.

Inactive deposits are public deposits that will not be needed for day-to-day operations or in the near future and are not active or interim deposits. The Greater Cleveland Regional Transit Authority ("Authority") does not anticipate that it will have any funds that can be deposited as inactive during the next five years. State law does not require a resolution estimating the amount of active or interim deposits.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION / DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: It is the policy of the Authority to comply with the Ohio Revised Code and designate inactive deposits every five years.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Reject this action. If that occurs, the Authority will need to designate depositories for active and interim monies during the term of the banking services contract.
- 8.0 RECOMMENDATION: It is recommended that this resolution be approved to maintain the Authority's practice of aligning the designation of depositories resolution, estimation of in active funds resolution, and the banking services procurement.
- 9.0 ATTACHMENT: None

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

M. Lawrence Ph.D. Acting

General Manager, Chief Executive Officer

RESOLUTION NO. 2023-71

ESTIMATION OF INACTIVE DEPOSITS OF THE GREATER CLEVELAND
REGIONAL TRANSIT AUTHORITY TO BE AWARDED FOR THE PERIOD FROM
JANUARY 1, 2024 THROUGH DECEMBER 31, 2028

WHEREAS, R.C. 135.05 requires the governing body of each political subdivision to estimate, by resolution, the aggregate amount of public monies subject to its control to be awarded and on deposit as an inactive deposit; and

WHEREAS, R.C. 135.05 provides that all deposits of public monies of a subdivision in access of the aggregate amount so designated shall be active deposits or interim deposits; and

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") estimates that it will have no monies designated as inactive deposits during the five-year period commencing on January 1, 2024 and ending on December 31, 2028; and

WHEREAS, it has been the practice of the Authority to align the approval of the designation of depositories, the estimation of inactive deposits, and the banking services procurement.

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

Section 1. That the Board of Trustees of the Greater Cleveland Regional Transit Authority estimates that it will have no inactive deposits during the period from January 1, 2024 through December 31, 2028, and that all deposits of public monies of the Greater Cleveland Regional Transit Authority during said period be designated as active deposits or interim deposits.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to make such representations and certifications in connection with this action as are reasonably necessary to conform with the requirements of Revised Code Chapter 135.

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

Adopted: August 29, 2023

President

Attest: _____
Secretary-Treasurer



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND
FOR THE PERIOD ENDED JULY 31, 2023 AND JULY 31, 2022

| | CURRENT MONTH | PRIOR YR MONTH | CHANGE | %CHANGE | CURRENT % OF TOTAL | 2023 YTD | 2022 YTD | CHANGE | %CHANGE | CURRENT % OF TOTAL |
|--|-------------------|-------------------|--------------------|-----------------|--------------------|--------------------|--------------------|---------------------|-----------------|--------------------|
| PASSENGER FARES: | | | | | | | | | | |
| CASH FARES | \$ 808,229 | \$ 875,964 | \$ (47,735) | (5.45%) | 3.59% | \$ 5,809,562 | \$ 5,444,632 | \$ 364,930 | 6.68% | 3.37% |
| PASS/TICKET SALES | 657,962 | 627,176 | 30,786 | 4.91% | 2.86% | 4,689,165 | 3,836,916 | 852,249 | 22.21% | 2.37% |
| STUDENT FARECARDS | 96,162 | 43,251 | 52,911 | - | 0.42% | 230,731 | 491,512 | (260,781) | (53.05%) | 0.13% |
| U-PASS | 8,730 | 150,890 | (142,160) | (94.18%) | 0.04% | 1,951,737 | 1,991,370 | (39,633) | (1.99%) | 1.13% |
| MOBILE TICKETING | 636,277 | 486,341 | 149,936 | 30.84% | 2.63% | 3,116,156 | 635,249 | 2,480,907 | 390.39% | 2.18% |
| SUBTOTAL PASSENGER FARES | 2,197,360 | 2,186,732 | 10,628 | 0.5% | 9.54% | 15,831,650 | 14,850,586 | 981,064 | 6.39% | 9.19% |
| OPERATING SUBSIDIES: | | | | | | | | | | |
| SALES & USE TAX | 20,233,341 | 22,245,190 | (2,011,849) | (9.04%) | 87.82% | 150,476,712 | 145,947,441 | 4,529,270 | 3.10% | 87.32% |
| SUBTOTAL OPERATING SUBSIDIES | 20,233,341 | 22,245,190 | (2,011,849) | (9.04%) | 87.82% | 150,476,712 | 145,947,441 | 4,529,270 | 3.10% | 87.32% |
| OTHER REVENUE: | | | | | | | | | | |
| ADVERTISING/CONCESSIONS/COMMISSIONS | 56,588 | 97,716 | (41,128) | (42.11%) | 0.25% | 1,094,170 | 1,761,437 | (667,267) | (37.86%) | 0.63% |
| NAMING RIGHTS/LESS COMMISSIONS | - | - | - | - | 0.00% | 269,218 | 267,829 | (1,389) | (0.52%) | 0.16% |
| RENTAL INCOME | 10,972 | 44,852 | (33,880) | (75.54%) | 0.05% | 167,533 | 293,377 | (125,844) | (33.36%) | 0.10% |
| INTEREST INCOME | 100,185 | 19,854 | 80,331 | 404.62% | 0.43% | 880,129 | 260,987 | 619,142 | 236.21% | 0.51% |
| OTY-ER | 8,291 | 13,257 | (4,966) | (37.48%) | 0.04% | 174,005 | 340,638 | (166,633) | (48.63%) | 0.10% |
| SUBTOTAL OTHER REVENUE | 175,016 | 234,656 | (59,640) | (25.39%) | 0.76% | 2,585,065 | 2,644,918 | (59,853) | (2.24%) | 1.50% |
| REIMBURSEMENTS AND OTHER SOURCES OF CASH: | | | | | | | | | | |
| FUEL/OIL/PROPANE TAX REFUNDS | 408,248 | 56,821 | 351,428 | 618.57% | 1.77% | 1,397,327 | 1,297,582 | 99,745 | 7.68% | 0.61% |
| GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH) | - | 2,312 | (2,312) | (100.00%) | 0.00% | 660,928 | 44,183 | 616,745 | 1396.34% | 0.38% |
| PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH) | - | - | - | - | 0.00% | 850,435 | 320,000 | 530,435 | 165.76% | 0.49% |
| FEDERAL OPERATING ASSISTANCE | - | - | - | - | 0.00% | 35,642 | - | 35,642 | 100.00% | 0.02% |
| MISCELLANEOUS RECEIPTS | 25,118 | 116,735 | (91,617) | (78.48%) | 0.11% | 497,572 | 1,374,375 | (876,803) | (63.80%) | 0.29% |
| FEDERAL CARES ACT | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| FEDERAL CHSAA | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| FEDERAL ARP | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| COVID VACCINE - WOLSTEIN CTR REIMBURSEMENT | - | - | - | - | 0.00% | - | 81,293,421 | (81,293,421) | (100.00%) | 0.00% |
| SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH | 433,367 | 175,868 | 257,499 | 146.44% | 1.88% | 3,439,924 | 84,329,551 | (80,889,627) | (95.92%) | 2.00% |
| REVENUE STABILIZATION SUB-FUND: | | | | | | | | | | |
| TOTAL CASH RECEIVED - GENERAL FUND | \$ 23,040,084 | \$ 24,840,446 | \$ (1,800,362) | (7.25%) | 100.00% | \$ 172,335,311 | \$ 247,802,096 | \$ (75,466,785) | (30.46%) | 100.00% |



**THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
FOR THE PERIOD ENDED JULY 31, 2023**

| | BUDGET MONTH | CURRENT MONTH | VARIANCE | VARIANCE % | CURRENT % OF TOTAL | YTD BUDGET | 2023 YTD | VARIANCE | VARIANCE % | CURRENT % OF TOTAL |
|--|-------------------|-------------------|--------------------|-----------------|--------------------|--------------------|--------------------|------------------|-----------------|--------------------|
| | | | | | | | | | | |
| PASSENGER FARES: | | | | | | | | | | |
| CASH FARES | \$ 800,000 | \$ 828,229 | \$ 28,229 | 3.53% | 3.59% | \$ 5,100,000 | \$ 5,808,562 | \$ 708,562 | 13.89% | 3.37% |
| PASS/TICKET SALES | 800,000 | 657,962 | (142,038) | (17.75%) | 2.86% | 4,800,000 | 4,889,165 | (710,835) | (14.81%) | 2.37% |
| STUDENT FARECARDS | 30,000 | 96,162 | 66,162 | 217.21% | 0.42% | 251,000 | 230,781 | (20,219) | (8.06%) | 0.13% |
| U-PASS | - | 8,730 | 8,730 | 100.00% | 0.04% | 1,190,000 | 1,351,737 | 761,737 | 64.01% | 1.13% |
| MOBILE TICKETING | 618,514 | 606,277 | (12,237) | (1.98%) | 2.63% | 3,837,293 | 3,751,405 | (85,888) | (2.25%) | 2.18% |
| SUBTOTAL PASSENGER FARES | 2,228,514 | 2,197,360 | (31,154) | (1.40%) | 9.54% | 15,178,793 | 15,631,650 | 452,857 | 3.00% | 9.19% |
| OPERATING SUBSIDIES: | | | | | | | | | | |
| SALES & USE TAX | 22,645,603 | 20,233,341 | (2,412,262) | (10.65%) | 87.82% | 148,644,074 | 150,476,712 | 1,832,638 | 1.23% | 87.32% |
| SUBTOTAL OPERATING SUBSIDIES | 22,645,603 | 20,233,341 | (2,412,262) | (10.65%) | 87.82% | 148,644,074 | 150,476,712 | 1,832,638 | 1.23% | 87.32% |
| OTHER REVENUE: | | | | | | | | | | |
| ADVERTISING/COINCESSIONS/COMMISSIONS | 98,205 | 56,568 | (41,637) | (42.40%) | 0.25% | 1,770,245 | 1,094,170 | (676,075) | (38.19%) | 0.63% |
| NAMING RIGHTS/LESS COMMISSIONS | - | - | - | - | 0.00% | 287,939 | 269,228 | (18,701) | (6.50%) | 0.16% |
| RENTAL INCOME | 20,000 | 10,972 | (9,028) | (45.14%) | 0.05% | 110,000 | 187,593 | 57,593 | 52.30% | 0.10% |
| INTEREST INCOME | 50,000 | 200,185 | 50,185 | 100.37% | 0.43% | 350,000 | 880,129 | 530,129 | 151.74% | 0.51% |
| OTHER | 130,000 | 8,291 | (121,709) | (93.62%) | 0.04% | 640,000 | 174,005 | (465,995) | (72.81%) | 0.10% |
| SUBTOTAL OTHER REVENUE | 298,205 | 176,016 | (122,189) | (40.97%) | 0.76% | 3,158,174 | 2,585,065 | (573,109) | (18.15%) | 1.50% |
| REIMBURSEMENTS AND OTHER SOURCES OF CASH: | | | | | | | | | | |
| FUEL/CNG/PROPANE TAX REFUNDS | 50,000 | 408,249 | 358,249 | 716.50% | 1.77% | 850,000 | 1,397,937 | 547,937 | 64.39% | 0.81% |
| GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH) | 50,000 | - | (50,000) | - | 0.00% | 270,000 | 860,928 | 590,928 | 218.86% | 0.56% |
| PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH) | - | - | - | - | 0.00% | 200,000 | 850,455 | 650,455 | 325.23% | 0.49% |
| FEDERAL OPERATING ASSISTANCE | - | - | - | - | 0.00% | - | 33,642 | 33,642 | 100.00% | 0.02% |
| MISCELLANEOUS RECEIPTS | 50,000 | 25,118 | (24,882) | (49.76%) | 0.13% | 735,127 | 487,572 | (247,555) | (33.67%) | 0.29% |
| FEDERAL CARES ACT | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| FEDERAL CRISAA | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| FEDERAL ARP | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| COVID VACCINE - WOLSTEIN CTR REIMBURSEMENT | - | - | - | - | 0.00% | - | - | - | - | 0.00% |
| SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH | 150,000 | 433,367 | 283,367 | 188.91% | 1.88% | 2,055,127 | 3,439,924 | 1,384,797 | 67.38% | 2.00% |
| REVENUE STABILIZATION SUB-FUND | | | | | | | | | | |
| TOTAL CASH RECEIVED - GENERAL FUND | \$ 25,322,322 | \$ 23,040,084 | \$ (2,282,238) | (9.01%) | 100.00% | \$ 169,033,168 | \$ 172,333,351 | \$ 3,300,183 | 1.95% | 100.00% |

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SALES AND USE TAXES
ACTUAL RECEIPTS THROUGH AUGUST 2023**

| MONTH RECEIVED | 2021 ACTUAL | 2022 ACTUAL | 2023 ESTIMATE | 2023 ACTUAL | 2023 MONTHLY | | 2022 YTD ACTUAL | 2023 YTD ESTIMATE | 2023 YTD ACTUAL | 2023 VERSUS 2022 YTD % | |
|----------------|----------------------|----------------------|----------------------|----------------------|------------------------|---------|-----------------|-------------------|-----------------|------------------------|----------|
| | | | | | ACTUAL VERSUS ESTIMATE | CHANGE | | | | CHANGE | VARIANCE |
| JANUARY | \$18,510,754 | \$20,884,157 | \$21,260,072 | \$21,547,582 | 1.35% | 3.18% | \$20,894,157 | \$21,260,072 | \$21,547,582 | 3.18% | 1.35% |
| FEBRUARY | \$17,982,308 | \$19,659,024 | \$20,079,464 | \$21,457,966 | 6.87% | 9.15% | \$40,543,181 | \$41,339,535 | \$43,005,547 | 6.07% | 4.03% |
| MARCH | \$20,664,587 | \$23,821,841 | \$24,250,431 | \$25,686,884 | 5.52% | 7.42% | \$64,364,822 | \$65,589,966 | \$68,594,441 | 6.57% | 4.58% |
| APRIL | \$16,791,242 | \$18,479,425 | \$18,812,054 | \$20,208,077 | 7.43% | 9.36% | \$82,844,246 | \$84,402,019 | \$88,803,518 | 7.19% | 5.21% |
| MAY | \$17,263,728 | \$18,179,582 | \$18,506,814 | \$19,392,639 | 4.79% | 6.67% | \$101,023,828 | \$102,908,833 | \$108,196,158 | 7.10% | 5.14% |
| JUNE | \$21,214,064 | \$22,678,424 | \$23,086,636 | \$22,047,213 | (4.50%) | (2.78%) | \$123,702,252 | \$125,995,469 | \$130,243,371 | 5.29% | 3.37% |
| JULY | \$20,768,582 | \$22,245,190 | \$22,645,603 | \$20,233,341 | (10.65%) | (9.04%) | \$145,947,442 | \$148,641,072 | \$150,476,711 | 3.10% | 1.23% |
| AUGUST | \$21,522,576 | \$22,004,701 | \$22,400,786 | \$22,278,551 | (0.55%) | 1.24% | \$167,952,143 | \$171,041,858 | \$172,755,262 | 2.86% | 1.00% |
| SEPTEMBER | \$21,976,295 | \$20,718,943 | \$21,091,884 | | | | | | | | |
| OCTOBER | \$21,480,445 | \$22,504,525 | \$22,909,607 | | | | | | | | |
| NOVEMBER | \$20,326,433 | \$21,022,885 | \$21,222,252 | | | | | | | | |
| DECEMBER | \$20,832,735 | \$22,755,868 | \$22,773,184 | | | | | | | | |
| TOTAL | \$239,341,749 | \$254,954,365 | \$259,038,765 | \$172,755,262 | | | | | | | |

Summary:

1.24% higher than August 2022 Actual
 1.55% (\$122,235) lower than August 2023 estimate

YTD

2.86% (\$4,803,119) higher than 2022 Actual
 1.00% (\$1,713,404) higher than 2023 estimate

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF JULY 31, 2023**

| FUND | PURCHASE DATE | MATURITY DATE | INSTRUMENT | INSTITUTION | TERM DAYS | TOTAL PRINCIPAL | ACCRUED INTEREST | AVERAGE DAYS TO MATURITY | AVERAGE YIELD |
|-----------------------------------|---------------|---------------|------------------------|--------------------|-----------|----------------------|--------------------|--------------------------|---------------|
| BOND RETIREMENT FUND | 7/31/2023 | 8/1/2023 | MONEY MARKET | HUNTINGTON BANK | 1 | \$8,563,233 | \$0 | 1 | 4.89% |
| TOTAL BOND RETIREMENT FUND | | | | | | \$8,563,233 | \$0 | | 4.30% |
| GENERAL FUND | 6/30/2023 | 7/3/2023 | MERCHANT ACCT-KEY MMKT | KEY BANK | 1 | \$92,290 | \$0 | 1 | 0.95% |
| | 3/1/2024 | 3/1/2024 | FFCB | STIFEL NICOLAUS | 1095 | \$4,997,500 | \$5,313 | 213 | 0.25% |
| | 9/30/2024 | 9/30/2024 | FHLB | STIFEL NICOLAUS | 1095 | \$3,000,000 | \$23,180 | 424 | 0.57% |
| | 1/27/2025 | 1/27/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$3,000,000 | \$400 | 545 | 1.20% |
| | 4/22/2025 | 4/22/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$3,000,000 | \$70,250 | 630 | 3.00% |
| | 6/27/2025 | 6/27/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$8,167,887 | \$25,868 | 695 | 3.33% |
| | 7/31/2023 | 8/1/2023 | STAR OHIO | STATE OF OHIO | 1 | \$21,266,129 | \$0 | 1 | 5.59% |
| | 7/31/2023 | 8/1/2023 | EMPLOYEE ACTIVITY FUND | KEY BANK | 1 | \$176,888 | \$0 | 1 | 0.95% |
| | 7/31/2023 | 8/1/2023 | PNC CUSTODY ACCOUNT | PNC BANK | 1 | \$699,329 | \$0 | 1 | 4.95% |
| | 7/31/2023 | 8/1/2023 | SALES TAX ACCOUNT | HUNTINGTON BANK | 1 | \$27,329 | \$0 | 1 | 4.89% |
| | 7/31/2023 | 8/1/2023 | KEY ECR | KEY BANK | 1 | \$6,068,148 | \$0 | 1 | 5.14% |
| TOTAL GENERAL FUND | | | | | | \$50,495,499 | \$124,831 | | 3.89% |
| INSURANCE FUND | 7/31/2023 | 8/1/2023 | STAR OHIO | STATE OF OHIO | 1 | \$5,352,055 | \$0 | 1 | 5.59% |
| | 7/31/2023 | 8/1/2023 | KEY ECR | KEY BANK | 1 | \$2,678 | \$0 | 1 | 0.95% |
| TOTAL INSURANCE FUND | | | | | | \$5,354,733 | \$0 | | 5.59% |
| LAW ENFORCEMENT FUND | 7/31/2023 | 8/1/2023 | KEY ECR | KEY BANK-SWEEP | 1 | \$3,577 | \$0 | 1 | 0.95% |
| | 7/31/2023 | 8/1/2023 | STAR OHIO | STATE OF OHIO | 1 | \$315,582 | \$0 | 1 | 5.59% |
| TOTAL LAW ENFORCEMENT FUND | | | | | | \$319,159 | \$0 | | 5.45% |
| LOCAL MATCH FUND | 7/31/2023 | 8/1/2023 | LOCAL MATCH-STAR OHIO | STATE OF OHIO | 1 | \$50,219,760 | \$0 | 1 | 5.59% |
| | 3/28/2022 | 6/28/2024 | FHLB | STIFEL NICOLAUS | 546 | \$2,344,125 | \$53,737 | 56 | 1.79% |
| | 3/14/2022 | 3/10/2025 | FFCB | STIFEL NICOLAUS | 1090 | \$4,961,225 | \$37,140 | 586 | 2.06% |
| | 5/24/2022 | 5/12/2025 | FHLMC | STIFEL NICOLAUS | 1083 | \$9,997,110 | \$219,431 | 709 | 3.06% |
| | 6/27/2022 | 6/27/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$15,000,000 | \$47,175 | 695 | 3.33% |
| | 8/30/2022 | 8/28/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$15,000,000 | \$611,667 | 759 | 4.00% |
| | 9/30/2022 | 9/30/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$200,069 | 791 | 4.30% |
| | 10/24/2022 | 4/4/2025 | FHLMC | STIFEL NICOLAUS | 891 | \$1,133,865 | \$44,139 | 611 | 5.04% |
| | 10/27/2022 | 10/27/2025 | FHLB | STIFEL NICOLAUS | 1094 | \$2,077,920 | \$26,867 | 817 | 5.04% |
| | 10/28/2022 | 10/28/2025 | FHLMC | STIFEL NICOLAUS | 1294 | \$1,498,500 | \$19,752 | 818 | 5.14% |
| | 12/16/2022 | 12/16/2024 | FHLMC | HILLTOP SECURITIES | 730 | \$5,000,000 | \$31,250 | 138 | 5.00% |
| | 1/17/2023 | 1/17/2025 | FHLMC | HILLTOP SECURITIES | 730 | \$4,800,000 | \$9,333 | 476 | 5.00% |
| | 2/17/2023 | 1/17/2025 | FFCB | STIFEL NICOLAUS | 1093 | \$5,000,000 | \$121,406 | 839 | 5.33% |
| | 2/28/2023 | 2/28/2025 | FHLMC | HILLTOP SECURITIES | 731 | \$5,000,000 | \$108,014 | 881 | 5.06% |
| | 3/6/2023 | 3/6/2026 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$122,560 | 923 | 6.00% |
| | 7/31/2023 | 8/1/2023 | LOCAL MATCH-KEY ECR | KEY BANK-SWEEP | 1 | \$560,522 | \$0 | 1 | 0.95% |
| | 7/31/2023 | 8/1/2023 | GRANT-ECR | KEY BANK | 1 | \$267,257 | \$0 | 1 | 0.95% |
| | 7/31/2023 | 8/1/2023 | CATCH BASIN-KEY ECR | KEY BANK | 1 | \$102,213 | \$0 | 1 | 0.95% |
| TOTAL LOCAL MATCH FUND | | | | | | \$142,982,496 | \$1,655,336 | | 4.64% |

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF JULY 31, 2023**

| FUND | PURCHASE DATE | MATURITY DATE | INSTRUMENT | INSTITUTION | TERM DAYS | TOTAL PRINCIPAL | ACCRUED INTEREST | AVERAGE DAYS TO MATURITY | AVERAGE YIELD |
|------------------------|---------------|---------------------|---------------------|--------------------|----------------------|----------------------|--------------------|--------------------------|---------------|
| PENSION FUND | 7/31/2023 | 8/1/2023 | KEY ECR | KEY BANK | 1 | \$2,015 | \$0 | 1 | 0.95% |
| | 7/31/2023 | 8/1/2023 | STAR OHIO | STATE OF OHIO | 1 | \$1,363,742 | \$0 | 1 | 5.59% |
| | | | | | | \$1,365,757 | \$0 | | 6.58% |
| TOTAL PENSION FUND | | | | | | | | | |
| | 7/31/2023 | 8/1/2023 | KEY ECR | KEY BANK | 1 | \$236,798 | \$0 | 1 | 0.95% |
| | 5/2/2022 | 4/30/2024 | US TREASURY NOTE | HILLTOP SECURITIES | 513 | \$4,994,198 | \$94,792 | 58 | 2.56% |
| | 3/25/2022 | 9/25/2024 | FHLB | STIFEL NICOLAUS | 913 | \$1,845,375 | \$44,336 | 420 | 1.85% |
| | 3/28/2022 | 3/28/2024 | FHLB | STIFEL NICOLAUS | 454 | \$1,845,375 | \$39,533 | 240 | 1.70% |
| | 8/26/2021 | 8/26/2024 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$20,186 | 389 | 0.43% |
| | 9/30/2021 | 9/30/2024 | FHLB | STIFEL NICOLAUS | 1095 | \$2,000,000 | \$15,453 | 424 | 0.57% |
| | 4/5/2021 | 4/5/2024 | FFCB | STIFEL NICOLAUS | 1095 | \$2,000,000 | \$5,463 | 248 | 0.33% |
| | 3/4/2021 | 3/4/2024 | FNMA | STIFEL NICOLAUS | 1095 | \$499,750 | \$1,507 | 244 | 0.34% |
| | | | | | | \$18,421,497 | \$221,270 | | 1.29% |
| TOTAL RTA CAPITAL FUND | | | | | | | | | |
| RESERVE FUND | | | | | | | | | |
| TOTAL RTA CAPITAL FUND | 3/23/2022 | 11/30/2023 | US TREASURY NOTE | HILLTOP SECURITIES | 616 | \$4,875,994 | \$4,306 | 122 | 2.00% |
| | 4/14/2022 | 4/14/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$105,729 | 623 | 2.63% |
| | 6/30/2022 | 6/30/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$15,556 | 669 | 3.50% |
| | 9/30/2022 | 9/30/2025 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$200,069 | 721 | 4.30% |
| | 8/30/2022 | 8/28/2023 | FHLB | HILLTOP SECURITIES | 728 | \$5,000,000 | \$173,306 | 333 | 3.40% |
| | 8/30/2022 | 8/28/2024 | FHLB | HILLTOP SECURITIES | 363 | \$5,000,000 | \$191,146 | 362 | 3.75% |
| | 12/9/2021 | 12/9/2024 | FFCB from GF | STIFEL NICOLAUS | 1095 | \$4,994,785 | \$6,861 | 466 | 0.96% |
| | 5/23/2022 | 5/23/2025 | FHLB from GF | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$31,146 | 662 | 3.25% |
| | 8/26/2022 | 2/28/2024 | FHLB from GF | STIFEL NICOLAUS | 551 | \$5,000,000 | \$215,189 | 390 | 3.62% |
| | 11/15/2021 | 11/15/2024 | US TREASURY from GF | HILLTOP SECURITIES | 1095 | \$4,995,508 | \$27,950 | 473 | 0.78% |
| | 1/28/2022 | 11/28/2025 | FHLMC | STIFEL NICOLAUS | 1002 | \$4,149,560 | \$145,276 | 757 | 5.01% |
| | 1/27/2023 | 1/27/2026 | FHLMC | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$3,576 | 909 | 5.15% |
| | 2/15/2023 | 6/28/2024 | FHLB | STIFEL NICOLAUS | 511 | \$938,537 | \$4,615 | 317 | 5.03% |
| | 2/17/2023 | 11/17/2025 | FFCB | STIFEL NICOLAUS | 1003 | \$5,000,000 | \$121,406 | 811 | 5.33% |
| | 2/24/2023 | 12/20/2024 | FHLB | HILLTOP SECURITIES | 668 | \$5,000,000 | \$114,479 | 483 | 5.25% |
| | 2/27/2023 | 8/27/2025 | FHLB | STIFEL NICOLAUS | 911 | \$5,000,000 | \$110,330 | 697 | 5.13% |
| | 2/28/2023 | 2/28/2025 | FHLMC | HILLTOP SECURITIES | 731 | \$5,000,000 | \$108,014 | 727 | 5.06% |
| | 2/28/2023 | 2/28/2025 | FHLMC | HILLTOP SECURITIES | 731 | \$10,000,000 | \$224,563 | 727 | 5.27% |
| | 3/6/2023 | 3/6/2026 | FHLB | STIFEL NICOLAUS | 1095 | \$10,000,000 | \$245,000 | 948 | 6.00% |
| | 3/27/2023 | 3/27/2026 | FHLB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$105,833 | 968 | 6.00% |
| | 6/16/2023 | 5/18/2026 | FHLMC | HILLTOP SECURITIES | 1095 | \$5,000,000 | \$33,454 | 1025 | 5.36% |
| | 6/22/2023 | 12/27/2024 | FHLMC | STIFEL NICOLAUS | 552 | \$5,000,000 | \$29,250 | 482 | 5.40% |
| 7/17/2023 | 7/17/2026 | FFCB | STIFEL NICOLAUS | 1095 | \$5,000,000 | \$11,424 | 1081 | 5.88% | |
| 7/31/2023 | 8/1/2023 | PNC CUSTODY ACCOUNT | PNC BANK | 1 | \$128,750 | \$0 | 1 | 5.21% | |
| 7/31/2023 | 8/1/2023 | KEY ECR | KEY BANK | 1 | \$89,670 | \$0 | 1 | 0.95% | |
| 7/31/2023 | 8/1/2023 | STAR OHIO | STATE OF OHIO | 1 | \$34,681,616 | \$0 | 1 | 5.59% | |
| | | | | | \$154,854,620 | \$2,228,497 | | 4.63% | |
| TOTAL RESERVE FUND | | | | | | | | | |
| TOTAL ALL FUNDS | | | | | | | | | |
| | | | | | | \$382,356,995 | \$4,229,934 | 398 | 4.38% |

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF JULY 31, 2023**

| Bonds | Final Maturity Date | Total Principal Outstanding 12/1/2022 | Interest Payable/ 6/1/2023 | Principal Payable/ 6/1/2023 | Debt Service Requirement/ 6/1/2023 | Interest Payable/ 12/1/2023 | Principal Payable/ 12/1/2023 | Debt Service Requirement/ 12/1/2023 | Total Debt Requirement 2023 |
|-----------------------------|---------------------|---------------------------------------|----------------------------|-----------------------------|------------------------------------|-----------------------------|------------------------------|-------------------------------------|-----------------------------|
| Series 2014A-Sales Tax Rev. | Dec. 2025 | 5,040,000.00 | 109,100.00 | 0.00 | 109,100.00 | 109,100.00 | 1,610,000.00 | 1,719,100.00 | 1,828,200.00 |
| Series 2015-Sales Tax Rev. | Dec. 2026 | 15,935,000.00 | 398,375.00 | 0.00 | 398,375.00 | 398,375.00 | 3,700,000.00 | 4,098,375.00 | 4,496,750.00 |
| Series 2016-Sales Tax Rev. | Dec. 2027 | 6,910,000.00 | 172,750.00 | 0.00 | 172,750.00 | 172,750.00 | 1,250,000.00 | 1,422,750.00 | 1,595,500.00 |
| Series 2019-Sales Tax Rev. | Dec. 2030 | 10,030,000.00 | 250,750.00 | 0.00 | 250,750.00 | 250,750.00 | 1,050,000.00 | 1,300,750.00 | 1,551,500.00 |
| Total Bonds | | \$37,915,000.00 | \$930,975.00 | \$0.00 | \$930,975.00 | \$930,975.00 | \$7,610,000.00 | \$8,540,975.00 | \$9,471,950.00 |

Bond Retirement
\$8,553,233

Current Balance (Set Aside for 2023)

Monthly Set Aside Required
\$129,817

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH JULY 31, 2023

| MONTH | 2023 | | 2022 | | STANDARD YIELD # | MONEY/MKT YIELD # | AVERAGE BALANCE | INTEREST EARNED | 2023 AVERAGE YIELD | 2022 AVERAGE YIELD | STANDARD YIELD # | MARKET YIELD # |
|---|-----------------|-----------------|------------------|-------------------|------------------|-------------------|-----------------|-----------------|--------------------|--------------------|------------------|----------------|
| | AVERAGE BALANCE | INTEREST EARNED | STANDARD YIELD # | MONEY/MKT YIELD # | | | | | | | | |
| JANUARY | \$373,600,868 | \$1,088,754 | 4.26% | 4.19% | | \$286,544,522 | \$37,367 | 3.73% | 0.19% | 0.16% | | 0.01% |
| FEBRUARY | \$375,262,233 | \$1,025,329 | 4.58% | 4.43% | | \$300,470,796 | \$41,380 | 3.96% | 0.25% | 0.25% | | 0.01% |
| MARCH | \$378,391,518 | \$1,443,221 | 4.71% | 4.69% | | \$286,315,650 | \$64,394 | 4.11% | 0.43% | 0.42% | | 0.10% |
| APRIL | \$380,299,265 | \$1,438,394 | 4.82% | 4.89% | | \$298,367,804 | \$109,508 | 4.19% | 0.58% | 0.63% | | 0.10% |
| MAY | \$383,959,391 | \$1,472,643 | 4.93% | 4.93% | | \$346,505,648 | \$283,066 | 4.30% | 1.05% | 0.88% | | 0.50% |
| JUNE | \$392,381,272 | \$1,166,634 | 5.06% | 4.97% | | \$359,979,169 | \$356,367 | 4.30% | 1.64% | 1.26% | | 1.17% |
| JULY | \$382,652,131 | \$1,296,004 | 5.19% | 5.14% | | \$359,458,838 | \$548,323 | 4.38% | 2.08% | 1.64% | | 1.76% |
| AUGUST | | | | | | \$350,687,978 | \$755,153 | | 2.20% | 2.09% | | 2.09% |
| SEPTEMBER | | | | | | \$363,347,871 | \$508,240 | | 2.69% | 2.56% | | 2.78% |
| OCTOBER | | | | | | \$355,748,894 | \$1,302,763 | | 2.87% | 3.08% | | 2.97% |
| NOVEMBER | | | | | | \$369,046,114 | \$861,617 | | 3.24% | 3.57% | | 3.26% |
| DECEMBER | | | | | | \$376,464,232 | \$1,146,716 | | 3.60% | 3.93% | | 4.17% |
| YEAR TO DATE | 379,195,963 | \$8,930,979 | 4.78% | 4.75% | | \$365,933,723 | \$6,014,894 | 4.14% | 1.74% | 1.71% | | 1.58% |
| RTA AVERAGE YIELDS OVER (UNDER) INDEX | | | | | | | | | | | | |
| # Moving average coupon equivalent yields for 6 month Treasury Bills, -0.61% | | | | | | | | | | | | |
| # Market Yield equals US Treasury Money Fund 7 Day Yield 0.03% | | | | | | | | | | | | |

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
JULY 2023**

| | | |
|---|-------------------|--------------------|
| BOND RETIREMENT FUND | | |
| HUNTINGTON MONEY MARKET | | |
| | JULY 2023 | <u>\$30,427.32</u> |
| | 2023 YEAR TO DATE | \$30,427.32 |
| | 2022 YEAR TO DATE | \$153,367.84 |
| | | \$2,623.14 |
| GENERAL FUND | | |
| HUNTINGTON-SALES TAX ACCOUNT | | |
| STAROHIO | | \$104.85 |
| KEY BANK SWEEP ACCOUNT | | \$73,117.36 |
| FHLB | | \$3,154.88 |
| PNC CUSTODY ACCOUNT | | \$18,000.00 |
| MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT | | \$5,780.03 |
| | | <u>\$28.26</u> |
| | JULY 2023 | \$100,185.38 |
| | 2023 YEAR TO DATE | \$880,130.18 |
| | 2022 YEAR TO DATE | \$106,078.54 |
| INSURANCE FUND | | |
| STAROHIO | | \$24,006.15 |
| | JULY 2023 | <u>\$24,006.15</u> |
| | 2023 YEAR TO DATE | \$149,017.50 |
| | 2022 YEAR TO DATE | \$8,487.29 |
| LAW ENFORCEMENT FUND | | |
| KEY BANK SWEEP ACCOUNT | | |
| STAROHIO | | \$2.57 |
| | JULY 2023 | <u>\$1,415.71</u> |
| | 2023 YEAR TO DATE | \$1,418.28 |
| | 2022 YEAR TO DATE | \$5,213.83 |
| | | \$68.36 |

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
JULY 2023**

LOCAL MATCH FUND
STAROHIO-LOCAL MATCH
FHLMC
KEY BANK SWEEP ACCOUNT

\$225,986.36
\$120,000.00
\$220.06
\$346,206.42
\$2,770,390.54
\$173,275.01

JULY 2023
2023 YEAR TO DATE
2022 YEAR TO DATE

PENSION FUND
STAROHIO
KEY BANK SWEEP ACCOUNT

\$6,116.94
\$1.01
\$6,117.95
\$38,196.95
\$1,781.08

JULY 2023
2023 YEAR TO DATE
2022 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT
KEY BANK MONEY MARKET

\$49.58
\$49.58
\$173.18
\$3.56

JULY 2023
2023 YEAR TO DATE
2022 YEAR TO DATE

RTA CAPITAL FUND
KEY BANK SWEEP ACCOUNT

\$80.43
\$80.43
\$111,373.95
\$26,376.75

JULY 2023
2023 YEAR TO DATE
2022 YEAR TO DATE

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
JULY 2023**

RESERVE FUND
STAROHIO
FHLMC
KEY BANK SWEEP ACCOUNT

\$163,447.83
\$128,750.00
\$83.43
\$292,281.26
\$2,169,475.86
\$175,724.09

JULY 2023
2023 YEAR TO DATE
2022 YEAR TO DATE

TOTAL ALL FUNDS

\$800,772.77
\$6,277,339.83
\$494,417.82

JULY 2023
2023 YEAR TO DATE
2022 YEAR TO DATE

2023 YEAR
TO DATE
\$6,277,340

JULY
\$800,773

INTEREST RECEIVED (CASH BASIS)

ACCRUED INTEREST:

BEGINNING:

ENDING:

INTEREST INCOME EARNED:

AVERAGE INVESTMENT BALANCE (COST):

AVERAGE YIELD ON INVESTMENTS:

(\$3,734,703)
\$4,229,934
\$1,296,004

\$380,206,316

4.38%

\$379,195,963

4.14%

**COMPOSITION OF INVESTMENT PORTFOLIO
AS JULY 31, 2023**

| Instrument | PRINCIPAL AMOUNT | FACE AMOUNT | PERCENT OF TOTAL | AVERAGE YIELD | AVERAGE MATURITY |
|-----------------------------------|-----------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------------|
| Money Market Account | \$9,671,510 | \$9,630,259 | 2.53% | 4.78% | 1 |
| Key Bank Sweep Account | \$3,577 | \$3,577 | 0.00% | 0.95% | 1 |
| Star Ohio | \$113,198,884 | \$113,198,884 | 29.61% | 5.59% | 1 |
| Earnings Credit Rate Account | \$7,329,501 | \$7,329,501 | 1.92% | 0.95% | 1 |
| U.S. Government Securities | \$252,153,523 | \$252,400,000 | 65.95% | 3.84% | 621 |
| Total Investment Portfolio | <u>\$382,356,995</u> | <u>\$382,562,221</u> | <u>100.00%</u> | <u>4.38%</u> | <u>398</u> |

Greater Cleveland Regional Transit Authority
 Banking and Financial Relationships
 As of July 31, 2023

| 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 2009-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. 2030-80 for additional information.