



Greater Cleveland
Regional Transit Authority

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

MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on **Tuesday, December 19, 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.

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. Board of Trustees Meeting – agenda attached

A handwritten signature in black ink, appearing to read 'India L. Birdsong Terry'.

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 Board of Trustees Meeting

Tuesday, December 19, 2023

9:00 a.m.

1. Call to order
2. Roll Call
3. Certification regarding notice of meeting
4. Approval of the November 28, 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: TBD
11. Civilian Oversight Committee (COC)
 - Board Liaison: Ms. Lauren R. Welch
12. Community Advisory Committee (CAC)
 - Board Liaison: Ms. Deidre McPherson
13. Ad Hoc Committee reports:
 - Ad Hoc Paratransit Committee – President Charles P. Lucas, Chair
 - Ad Hoc Technology Committee – Mr. Jeffrey W. Sleasman, Chair
14. Introduction of new employees and announcement of promotions
15. Introduction of resolutions:
 - A. 2023-95 – Authorizing Contract No. 2023-115 with HFT Management, Inc., DBA Gateway Outdoor Advertising, to provide Transit and Shelter Advertising Sales for

a period of five years with two, one-year options (Revenue-Generating, amount variable based upon net sales)

- B. 2023-96 – Authorizing Contract No. 2023-133 with Baycom, Inc. for the purchase of ruggedized tablets for non-revenue vehicles, as specified, in an amount not to exceed \$263,444.40.00 (RTA Development Fund, Information Technology Department budget)
- C. 2023-97 – Authorizing Contract No. 2023-158 with Valley Ford Truck, Inc. for the furnishing of one (1) medium duty truck (plow/dump/spreader) at a price not to exceed \$121,870.00 (RTA Capital Fund, Fleet Management Department budget)
- D. 2023-98 – Authorizing Contract No. 2023-170 with Greve Chrysler Jeep Dodge for the purchase and delivery of three (3) 2024 Dodge Durango trucks, equipment and accessories, as specified, through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program, in a total amount not to exceed \$226,608.00 (RTA Development Fund, Transit Police Department budget)
- E. 2023-99 – Authorizing Contract No. 2023-184 with Access Information Management Corporation to provide records storage, management, and destruction services, as required, for a period of five (5) years, in an amount not to exceed \$425,000.00 (General Fund, Support Services Department Budget)
- F. 2023-100 – Authorizing Contract No. 2023-185 with Trapeze Software Group, Inc. DBA Vontas to provide computer aided dispatch and automated vehicle locator (“CAD/AVL”) maintenance and support services in an amount not to exceed \$4,559,274.00 for a period of five (5) years (General Fund, Information Technology Department budget)
- G. 2023-101– Approval of the Authority’s 2024 Public Transportation Agency Safety Plan (“PTASP”)
- H. 2023-102 – Authorizing the purchase of property insurance from Liberty Mutual and Evanston Insurance Company, through Aon Risk Services Northeast, Inc., for a period of twelve (12) months for a total contract amount not to exceed \$1,469,243.00 (General Fund, Risk Management Department budget)
- I. 2023-103 – Making appropriations for the current expenses and other expenditures for the Greater Cleveland Regional Transit Authority during Fiscal Year 2024
- J. 2023-104 – Amending Chapter 465 Financial Assistance of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- K. 2023-105 – Amending Chapter 212 Definitions and Interpretation of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- L. 2023-106 – Approving a collective bargaining agreement with the Fraternal Order of Police/Ohio Labor Council, Inc. covering conditions of employment for Transit Police Lieutenants

16. Secretary-Treasurer's Report:

- a. General Fund Revenue – status as of November 30, 2023 versus 2022 actuals
- b. General Fund Revenue – status as of November 30, 2023 versus the 2023 budget
- c. Sales & Use Tax Receipts Report budgeted during 2023, actual receipts through December 2023 – ***TO BE DELIVERED AT A LATER DATE***
- d. Inventory of Treasury Investments as of November 30, 2023
- e. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of November 30, 2023
- f. Summary of Investment Performance, Year to Date through November 30, 2023
- g. Report on Investment Earnings (cash basis) as of November 30, 2023
- h. Composition of Investment Portfolio as of November 30, 2023
- i. Banking and Financial Relationships as of November 30, 2023

17. General Manager's Report

18. President's Report

19. Old Business

20. New Business

21. 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

22. Executive Session Requested:

- To enable the Board to conference with GCRTA attorneys for information gathering, fact finding, and to receive legal advice.

23. The next regular Board meeting is scheduled for **Tuesday, January 23, 2024** 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.

24. Adjournment

Minutes

RTA Board of Trustees Meeting

10:57 a.m. November 28, 2023

Board Members: Lucas (Chair), Koomar (Vice Chair), Biasiotta, Love, McPherson, Sleasman, Weiss, Welch

Not present: Mersmann

Staff/Other: Birdsong Terry, Burney, Caver, Dangelo, Davidson, Feke, Fesler, Fleig, Freilich, Garofoli, Gautam, Harris, Johnson, Jones, Jupina, Kirkland, Marquit Renwald, Miller, Rusnov, Schipper, Smith, Stover, Sutula, Talley, Togher, Walker Minor, Woodford, Wright, Young, Zimmerman

Public: Brewington, Gibbons, Johnson, Loh, Meissner, Rubin, Sopko, Ware

The meeting was called to order at 10:57 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 October 31, 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.

Introduction of Resolutions:

Resolution 2023-85 was introduced early in the agenda.

- A. 2023-85 - Appointment of eleven members to the Community Advisory Committee, the adoption of which was moved by Mayor Biasiotta, seconded by Ms. McPherson and approved by unanimous vote.

Eight of the eleven (11) CAC appointed members were in attendance. They all took an oath of office.

Public Comments – Agenda Items

1. Lenny Stover – Lenny opposes Resolution 2023-94. Lenny believes the Red Line Greenway should be preserved and a land bridge should not be built. Volunteers worked to keep the Greenway a place to be enjoyed. A bridge could be built on Fulton Road.
2. Airric Stewart (caller) – Airric sent an email requesting some routes be reinstated. He also sent emails to the new Board members. He hasn't heard back from them. He suggested numbers be shared along with percentages from the TRACTION report earlier.
3. Chris Martin (caller) - Chris is concerned about safety while waiting for transit and while riding transit. More frequent service could address this issue. CPT suggested a public facing database for transparency. He congratulated the new CAC members.

4. Laura McShane (webform) – I am asking the RTA board to reject the proposed "carte blanche" amendment to the 2021 DUA with the Marons and to terminate this shady deal forever. RTA board: please prioritize the renovation of the W 25th Station by providing pedestrian access to the train platform from the Metroparks' Red Line Greenway trail* and commit to save the wildlife habitat slated for senseless destruction. honor the legacy of Stan Adams, Pete Presson, Dutch Harley and Rotary volunteers led by Lennie Stover. (*this is possible because it is used at E34 and E79)
5. Sam McNulty (webform) - The Scottish poet Alexander Smith wisely said, "A man doesn't plant a tree for himself. He plants it for posterity."

I've visited Ohio City with my parents and six siblings since the 1970s, and in the last 22 years I've lived, worked, and played in this great neighborhood. My business partners and I have renovated 140,000 square feet of vacant properties in Ohio City, opened 6 businesses, and have created over 200 well-paying jobs in the neighborhood. We recently built 7 transit-oriented townhomes on a vacant property in the adjacent Duck Island neighborhood. In other words, I'm very much in favor of dense, urban development. This is why I studied Urban Planning and Real Estate Development at CSU's Urban Studies College. It was there that I learned that dense transit-oriented development only works when it is balanced with publicly accessible green space.

I write today to express my strong opposition to the development of the RTA-owned land adjacent to the Metroparks Redline Greenway. The sale of publicly owned green space - indeed, one that includes a protected wetland - to private for-profit developers is not in the best interests of taxpayers and the quality of life of the surrounding neighborhoods. I've watched thick clouds of migrating monarchs hovering over this narrow stretch of wooded habitat. And the migrating tropical forest songbirds and ruby-throated hummingbirds that visit in spring and fall are a sight to behold.

The forested habitat along the Metroparks will be enjoyed by Clevelanders of all walks of life. The Western Reserve Land Conservancy could step in and purchase this urban forest from RTA and permanently protect it from development so that it can forever be part of the growing Cleveland Metroparks Emerald Necklace. Posterity will thank us.

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

There were 35 new hires and 19 promotions. Their names and positions are listed in the presentation slides.

Executive Session Requested

11:27 a.m. - Executive session was requested to consider the purchase of property for public purchases or the sale of property at competitive bidding. It was moved by Mayor Koomar, seconded by Ms. Welch. There were seven (7) ayes and none opposed.

12:07 p.m. – It was moved by Mayor Koomar, seconded by Ms. Welch to come out of executive session. There were seven (7) ayes and none opposed.

Introduction of Resolutions

- B. 2023-86 – Authorizing Contract No. 2023-99 with Northeast Ohio Trenching Service, Inc. for Project 18.92 – E. 115th & Superior Eastbound Healthline Station Rehabilitations as specified, in an amount not to exceed \$138,900.00 (RTA Capital Fund, Engineering & Project Development Department budget), the adoption of which was moved by Mayor Koomar, seconded by Mr. Sleasman and approved by unanimous vote.
- C. 2023-87 – Authorizing Contract No. 2023-100 with Schindler Elevator Corporation to provide Elevator and Escalator Maintenance and Repair Services, for a base period of three years in an amount not to exceed \$2,980,356.00, with two, one-year options in amounts not to exceed \$1,049,891.00 and \$1,077,427.00, respectively, for a total contract amount not to exceed \$5,107,674.00 for a period of five years (General Fund, Service Management Department budget), the adoption of which was moved by Mayor Koomar, seconded by Ms. Welch and approved by unanimous vote.
- D. 2023-88 – Authorizing the exercise of an option under Contract No. 2021-125 with Siemens Mobility, Inc. for the purchase and delivery of up to six (6) High Floor Light Rail Vehicles at a unit price of \$5,166,336.00, for an amount not to exceed \$30,998,016.00 (RTA Development Fund, Fleet Management Department budget), the adoption of which was moved by Mayor Koomar, seconded by Mr. Love and approved by unanimous vote.
- E. 2023-89 – To amend the Fiscal Year (FY) 2023 Revenues and Appropriations, as adopted in Resolution No. 2022-113, to provide for an increase in the appropriation for the Law Enforcement Fund in the amount of \$60,000, the adoption of which was moved by Mayor Koomar, seconded by Ms. Welch and approved by unanimous vote.
- F. 2023-90 – Removing Sections 644.07 Temporary Salary Adjustment, 644.08 Health Care Coverage, 644.09 Prior Service Credit and 644.13 Tuition Reimbursement from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority as duplicates of Personnel Policies 400.07, 400.08, 400.09 and 400.13, the adoption of which was moved by Mayor Weiss, seconded by Ms. Welch and approved by unanimous vote.
- G. 2023-91 – Removing Sections 648.01 Smoke-Free Workplace, 648.04 Employee Assistance Program, 648.06 Biennial Physical Examination Requirements, 648.08 Driver's License Requirements, 648.09 Safety Belt Usage, 648.10 Hazardous Waste and 648.11 Workplace Violence from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority as duplicates of Personnel Policies 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 and 600.11, the adoption of which was moved by Mayor Koomar, seconded by Mr. Love and approved by unanimous vote.
- H. 2023-92 – Removing Sections 646.01 Holidays, 646.03 Bereavement Leave, 646.04 Sick Leave, 646.05 Extended Disability Coverage, 646.06 Jury Duty, 646.07 Military Reserve Leave, 646.08 Unpaid Leaves of Absence and 646.09 Family and Medical Leave from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority as duplicates of Personnel Policies 500.01, 500.03, 500.04, 500.05, 500.06, 500.07, 500.08 and 500.09, the adoption of which was moved by Mayor Koomar, seconded by Ms. Welch and approved by unanimous vote.

- I. 2023-93 – Authorizing an agreement with the City of Shaker Heights for Landscape Maintenance and Parking Lot Snow Removal for a period of one year beginning January 1, 2024 in an amount not to exceed \$290,735.52 (General Fund, Programming & Planning Department budget), the adoption of which was moved by Mayor Koomar, seconded by Ms. Welch. There were six (6) ayes and one (1) abstention from Mayor Weiss. It passed.
- J. 2023-94 – Authorizing the General Manager, Chief Executive Officer to execute the first amendment to the Development and Use Agreement with AJAPPJR, LLC, an Ohio Limited Liability Company, the adoption of which was moved by Mayor Koomar, seconded by Mr. Sleasman. There were seven (7) ayes and none opposed. It passed.

Secretary-Treasurer's Report

Rajan D. Gautam, Deputy General Manager of Finance and Secretary-Treasurer gave the report. In June 2022, the rate of inflation hit 9.1%. Since then, it has been on a steady decline. At the end of October 2023, inflation came in at 3.2% lower than the 3.7% in September 2023. The Federal Reserve raised interest rates again back in July to 5.5%. The Federal Open Market Committee met on Nov. 1. They decided to keep the target rate at 5.5%. They are scheduled to meet December 13 to discuss further interest rate action. Interest rates are at the highest level in 22 years.

Ridership data goes back to pre-Pandemic levels in 2019 at 27.06 million rides. YTD through 2023, we have 18.22 million rides. That is 8.84 million rides lower or 32.7%. October ridership was up 14% when compared to October 2022. October passenger fare revenue was 53.5% below October 2022. This is a result of timing. Student fare cards revenue received in October 2022 accounted for that decline. YTD passenger fares in 2019 were 32.39 million. YTD through October 2023, it is 22.93 million which is 9.46 million lower or 29.2%. Sales tax receipts remain strong. YTD sales tax is up 3%, nearly \$7 million higher than 2022. Fifteen of the 23 categories were positive in November 2023 compared to November 2022. Online sales were 8.1% higher. Regular and statewide sales were 2.9% higher. Motor vehicles and watercraft were 8.3% lower.

General Manager/CEO Report

India L. Birdsong Terry, General Manager, CEO gave the report. GCRTA veterans were recognized Nov. 6-11 with videos, a marketing campaign, a panel discussion, new resource group, City of Cleveland event and a special pin. The new EngageRTA webpage launches today. The page was created to receive special event requests and services. GM/CEO Birdsong Terry will be honored by the YWCA as one of their Women of Achievement on May 30, 2024 at Severance Hall. RTA celebrated National Apprenticeship Week, November 13-19. RTA has a bus mechanic and rail mechanic apprenticeship programs and an Operator Mentoring program.

The Operator Mentoring Program, Positive Impact – celebrated those who recently went through the program on November 17. RTA hosted ATU International representatives, FTA and the Transportation Learning Center. Several transit systems' training divisions were in attendance. T-shirts for RTA's Employee Resource groups are in the design form. Elevating Women Together, Latinos Unidos and Pride are among the resource groups. The Holiday Trolley will run from Nov. 18 – Dec. 17. The trolley will make appearances at several community events. Holiday District Visits started Nov. 16 and will run through Dec. 20.

Public Comments – public transit related items

1. Loh – Loh was late today's due to the snow resulting in buses being slow. Loh rides the #9. Two scheduled buses did not show up. This route was reduced to a 30-minute frequency. The system redesign covered businesses, healthcare and retail, but doesn't cover all residential areas. Loh is unhoused. Loh suggested text service alerts be used again and shelter locations be reviewed.

2. Abigail – Abigail represents TK Elevator. She asked for more information on why Schindler was chosen for this contract. Ms. Dangelo will speak with her after the meeting.
3. Airric Stewart (caller) – Airric is still having issues with the survey line. He requested it be fixed. He asked the staff and CAC to experience traveling in inclement weather such as today and question why the 15A is still not back in service.
4. Chris Martin (caller) – Chris' plan is to solve the operator shortage, increase ridership, and create more safety and security. He hasn't seen any action to advance the Strategic Plan and Climate Action Plan goals.
5. Samuel Hutchins (webform) – I would like to be a member of your board.

Upcoming Meetings

The next regular Board meeting is scheduled for **Tuesday, December 19, 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 12:35 p.m.

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: TRANSIT AND SHELTER ADVERTISING SALES FOR A PERIOD OF FIVE YEARS, WITH TWO, ONE-YEAR OPTIONS VENDOR: HFT MANAGEMENT, INC., DBA GATEWAY OUTDOOR ADVERTISING AMOUNT: MINIMUM ANNUAL GUARANTEE BUT ACTUAL REVENUE IS VARIABLE, DEPENDING ON ACTUAL SALES	Resolution No.: 2023-95
	Date: December 14, 2023
	Initiator: Administration & External Affairs 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 revenue-generating contract for transit and shelter advertising sales for a period of five years with two, one-year options for renewal.

2.0 **DESCRIPTION/JUSTIFICATION:** The Authority desires to maximize revenue-generating opportunities by combining two existing revenue-generating programs that are both established and beneficial to the Authority: transit and shelter advertising sales. Proposals were sought from qualified advertising firms with experience in transit advertising markets. The selected firm will generate revenue for the Authority from the sale of transit and shelter advertising media. The selected vendor will also service and maintain the transit and shelter advertising space.

3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (“RFP”) was posted on the Authority’s Procurement website and advertised in local newspapers. Fourteen interested parties downloaded the solicitation, and three proposals were received on October 6, 2023. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, the proposal of HFT Management, Inc., dba Gateway Outdoor Advertising, to provide transit and shelter advertising sales, was determined to be the most advantageous to the Authority, guaranteed revenue and all other factors considered. HFT Management, Inc., dba Gateway Outdoor Advertising, will pay a minimum annual guarantee (“MAG”) to the Authority for each contract year, as shown below, and a 65% revenue share for any revenue exceeding the MAG.

Contract Year	MAG
2024	\$ 1,200,000
2025	\$ 1,400,000
2026	\$ 1,600,000
2027	\$ 1,700,000
2028	\$ 1,800,000
2029	\$ 1,900,000
2030	\$ 2,000,000
Total MAG	\$ 11,600,000

A revenue analysis has been performed, and the Procurement Department has determined the MAG and revenue sharing proposal to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/ DBE BACKGROUND: The Office of Business Development does not conduct Affirmative Action reviews or establish DBE goals on revenue generated agreements.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: The Authority will be paid the MAG annually. The exact revenue amount is directly dependent upon the amount of advertising sales revenue generated. Funds will be deposited into the General Fund.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would deny the Authority the economic benefits of transit and shelter advertising revenue.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 5, 2023 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of HFT Management, Inc., dba Gateway Outdoor Advertising, 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. 2023-95

AUTHORIZING CONTRACT NO. 2023-115 WITH HFT MANAGEMENT, INC., DBA GATEWAY OUTDOOR ADVERTISING, TO PROVIDE TRANSIT AND SHELTER ADVERTISING SALES FOR A PERIOD OF FIVE YEARS WITH TWO, ONE-YEAR OPTIONS (REVENUE-GENERATING, AMOUNT VARIABLE BASED UPON NET SALES)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") permits the sale of advertising space on certain specified transit vehicles, shelters, and property; and

WHEREAS, the Authority desires to maximize the revenue generating opportunities at its disposal by the sale of transit-related advertising media; and

WHEREAS, transit and shelter advertising sales are available from HFT Management, Inc., dba Gateway Outdoor Advertising, headquartered in New Jersey; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of HFT Management, Inc., dba Gateway Outdoor Advertising, as negotiated, 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 HFT Management, Inc., dba Gateway Outdoor Advertising, to provide transit and shelter advertising sales for a period of five years with two, one-year options 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 revenue-generating contract with HFT Management, Inc., dba Gateway Outdoor Advertising, to provide transit and shelter advertising sales for a period of five years and is authorized to exercise two, one-year options.

Section 3. The Authority will be paid the MAG annually. The exact revenue amount is directly dependent upon the amount of advertising sales revenue generated. Funds will be deposited into the General Fund.

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: December 19, 2023

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: RUGGEDIZED TABLETS FOR NON-REVENUE VEHICLES VENDOR: BAYCOM, INC. AMOUNT: \$263,444.40	Resolution No.: 2023-96
	Date: December 14, 2023
	Initiator: Information Technology 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 resolution will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract to provide ruggedized tablets for non-revenue vehicles.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority's Transit Police operate a Computer Aided Dispatch and Automated Vehicle Locator ("CAD/AVL") software. The CAD/AVL, along with the Authority's radio system, allow the Transit Police dispatchers to communicate and track vehicles. Officers utilize the CAD/AVL on their computers to verify real-time data with the dispatchers to help improve situational awareness and improve speed and accuracy of field reporting.

The Authority's support departments, including Service Quality, Electronic Repair and Mobile Equipment Mechanics, play vital roles in keeping equipment and services running at safe and optimal levels. These departments utilize the CAD/AVL system to locate vehicles in service, view real-time data/communications, and to respond to urgent needs of the vehicles and passengers. For the CAD/AVL systems to function properly, the hardware and software must be maintained and operational. If one hardware/software component fails, it affects the system and, in many cases, causes the other areas of the system to fail.

The current devices are several years old and many of them are not rated for rugged/mobile usage, causing further system failures and repetitive maintenance. The Authority has identified a viable ruggedized solution to meet the needs of each of these departments. Replacing these devices will ensure the safety of our passengers, employees and vehicles, as well as maintain the highest level of our services possible.

- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bids ("IFB") was posted on the Authority's Procurement website and advertised in the local newspapers. Forty-one (41) interested parties, including potential subcontractors, downloaded the solicitation package. Six (6) bids were received and opened on October 12, 2023. Of those six (6) bids, there were two (2) responsive bids. They are as follows:

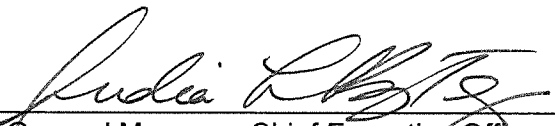
Company Name	Total Base Bid
Baycom, Inc.	\$263,444.40
Southern Computer Warehouse	\$297,251.74

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. Baycom, Inc. was determined to be a responsible bidder. The Total Base Bid price of \$263,444.40 from Baycom, Inc. is 24.73% below the project estimate of \$349,995.00.

A price analysis has been performed, and the bid of Baycom, Inc. has been determined by the Procurement Department to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/ DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement shall be payable through the RTA Development Fund, Information Technology Department budget, including but not limited to 100% local funds, pending FTA Capital grant revision OH-2023-042, for a total contract amount not to exceed \$263,444.40.
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid will impair the Authority's ability to ensure the safety of our passengers, employees, and vehicles.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 5, 2023 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the bid from Baycom, 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. 2023-96

AUTHORIZING CONTRACT NO. 2023-133 WITH BAYCOM, INC. FOR THE PURCHASE OF RUGGEDIZED TABLETS FOR NON-REVENUE VEHICLES, AS SPECIFIED, IN AN AMOUNT NOT TO EXCEED \$263,444.40.00 (RTA DEVELOPMENT FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deems it necessary to purchase ruggedized tablets for non-revenue vehicles used by Transit Police, Service Quality, Electronic Repair and Mobile Equipment Mechanics departments; and

WHEREAS, the bid of Baycom, Inc., located at 2040 Radisson St., Green Bay, Wisconsin, 54302, was received on October 12, 2023, in an amount not to exceed \$263,444.40.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Baycom, Inc. to be the lowest responsive bid from a responsible bidder 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 bid of Baycom, Inc. for the purchase of ruggedized tablets for non-revenue vehicles, 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 Baycom, Inc. for the purchase of ruggedized tablets for non-revenue vehicles.

Section 3. This procurement shall be payable through the RTA Development Fund, Information Technology Department budget, including but not limited to, 100% local funds pending FTA Capital grant revision OH-2023-042, for a total contract amount not to exceed \$263,444.40.

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 the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Baycom, 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: December 19, 2023

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF ONE (1) MEDIUM DUTY TRUCK (PLOW/DUMP/SPREADER) VENDOR: VALLEY FORD TRUCK, INC. AMOUNT: \$121,870.00	Resolution No.: 2023-97
	Date: December 14, 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 _____	

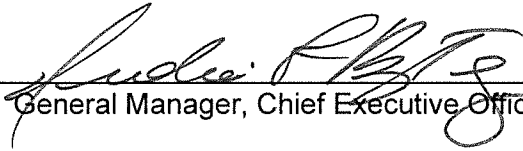
- 1.0 PURPOSE/SCOPE: This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for the furnishing of one (1) medium duty truck (plow/dump/spreader).
- 2.0 DESCRIPTION/JUSTIFICATION: The new vehicle will replace truck #34050 which was an older vehicle that was totaled in an accident. Per the non-revenue vehicle replacement plan, a new replacement truck is needed to continue quality services. The vehicle will be used for snow removal and for salting the roads, driveways, and parking lots.
- 3.0 PROCUREMENT BACKGROUND: The Invitation for Bids ("IFB") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Thirteen (13) interested parties downloaded the solicitation. One (1) responsive bid was received on November 15, 2023. The bid of Valley Ford Truck, Inc. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

Medium Duty Truck (plow/dump/spreader)	
Vendor	Unit Price
Valley Ford Truck	\$121,870.00

A price analysis has been performed, and the bid price is approximately 11% below the budget estimate. The Procurement Department has determined the price to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the RTA Capital Fund, Fleet Management Department budget, in an amount not to exceed \$121,870.00.
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would cause delays in the procurement of a replacement vehicle and hinder service quality.
- 8.0 RECOMMENDATION: It is recommended that the bid of Valley Ford 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. 2023-97

AUTHORIZING CONTRACT NO. 2023-158 WITH VALLEY FORD TRUCK, INC. FOR THE FURNISHING OF ONE (1) MEDIUM DUTY TRUCK (PLOW/DUMP/SPREADER) AT A PRICE NOT TO EXCEED \$121,870.00 (RTA CAPITAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has identified the need for the purchase of one (1) medium duty truck (plow/dump/spreader); and

WHEREAS, the bid of Valley Ford Truck, Inc., located at 5715 Canal Road, Cleveland, Ohio 44125, to furnish a medium duty truck (plow/dump/spreader) was received on November 15, 2023 at a price not to exceed \$121,870.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Valley Ford Truck, Inc. to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees 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 bid of Valley Ford Truck, Inc. to furnish one (1) medium duty truck (plow/dump/spreader) 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 Ford Truck, Inc. for the furnishing of one (1) medium duty truck (plow/dump/spreader).

Section 3. This contract shall be payable from the RTA Capital Fund, Fleet Management Department budget, in an amount not to exceed \$121,870.00.

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 the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Valley Ford Truck, 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: December 19, 2023

President

Attest: _____
Secretary- Treasurer



TITLE/DESCRIPTION: CONTRACT: PURCHASE OF THREE (3) 2024 DODGE DURANGO VEHICLES VENDOR: GREVE CHRYSLER JEEP DODGE AMOUNT: NOT TO EXCEED \$226,608.00	Resolution No.: 2023-98
	Date: December 14, 2023
	Initiator: Transit Police 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 three (3) 2024 Dodge Durango trucks, equipment and accessories, through the State of Ohio ("State"), Department of Administrative Services ("DAS"), State Term Schedule ("STS").

- 2.0 DESCRIPTION/JUSTIFICATION: The Authority requires the replacement of three (3) of the current Transportation Security Administration vehicles, for the transport of canine officers, that have exceeded the allowed mileage per the guidelines of the National Explosive Detection Canine Team Program. These vehicles will be used to support Transit Police.

- 3.0 PROCUREMENT BACKGROUND: Pursuant to R.C. 306.43(H)(4) and Section 410.03 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, the Board of Trustees authorized the General Manager, Chief Executive Officer to participate in State DAS contracts for the purchase of supplies, services, equipment and certain materials.

 This resolution will authorize the purchase and delivery of three (3) 2024 Dodge Durango trucks, equipment and accessories, from Greve Chrysler Jeep Dodge through the Cooperative Purchasing Program, Contract No. RSI018242, in a total amount not to exceed \$226,608.00. The prices established under the State program are the result of a competitive process.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not Affirmative Action reviews or establish goals on procurements included in the State Cooperative Purchasing program.

- 5.0 POLICY IMPACT: Does not apply.

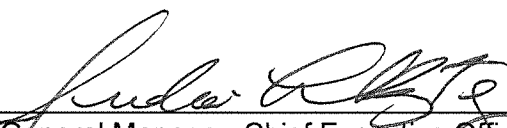
- 6.0 ECONOMIC IMPACT: This contract shall be payable from the RTA Development Fund, Transit Police Department budget, including but not limited to 100% local funds, in an amount not to exceed \$226,608.00 for three (3) vehicles, equipment and accessories. The U.S. Department of Homeland Security, Transportation Security Administration has authorized the Authority to use its National Explosives Detection Canine Team Program available funds for the purchase of these three (3) vehicles, equipment and accessories, in a total amount not to exceed \$226,608.00, which will be 100% reimbursed by the program.

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

8.0 RECOMMENDATION: It is recommended that the offer of Greve Chrysler Jeep Dodge, 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. 2023-98

AUTHORIZING CONTRACT NO. 2023-170 WITH GREVE CHRYSLER JEEP DODGE FOR THE PURCHASE AND DELIVERY OF THREE (3) 2024 DODGE DURANGO TRUCKS, EQUIPMENT AND ACCESSORIES, AS SPECIFIED, THROUGH THE STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE SERVICES, COOPERATIVE PURCHASING PROGRAM, IN A TOTAL AMOUNT NOT TO EXCEED \$226,608.00 (RTA DEVELOPMENT FUND, TRANSIT POLICE DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has identified the need to purchase new vehicles, that have exceeded their useful life, for the transport of canine officers; and

WHEREAS, the three (3) vehicles are available through the State of Ohio, Department of Administrative Services, State Term Schedule; 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 125.04 of the Revised Code; and

WHEREAS, under Section 410.03 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, the Board of Trustees authorized participation in State contracts which DAS has entered into for the purchase of supplies, services, equipment and certain materials; and

WHEREAS, Greve Chrysler Jeep Dodge, with an office located at 756 W. Ervin, Van Wert, OH 45891, has offered to deliver three (3) 2024 Dodge Durango trucks, equipment and accessories for a total negotiated contract amount not to exceed \$226,608.00; and

WHEREAS, the General Manager, Chief Executive Officer deemed in the best interest of the Authority to procure the required vehicles, equipment and accessories from Greve Chrysler Jeep Dodge, 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 Greve Chrysler Jeep Dodge, to provide three (3) 2024 Dodge Durango trucks, 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 Greve Chrysler Jeep Dodge to provide the Authority with three (3) 2024 Dodge Durango trucks, equipment and accessories.

Section 3. This contract shall be payable from the RTA Development Fund, Transit Police Department budget, including but not limited to 100% local funds, in an amount not to exceed \$226,608.00 for three (3) vehicles, equipment and accessories. The U.S. Department of Homeland Security, Transportation Security Administration has authorized the Authority to use its National Explosives Detection Canine Team Program available funds for the purchase of these three (3) vehicles, equipment and accessories, in a total amount not to exceed \$226,608.00, which will be 100% reimbursed.

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: December 19, 2023

President


Attest: _____
Secretary- Treasurer



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

From: India L. Birdsong Terry
General Manager, Chief Executive Officer 

Date: December 14, 2023

Subject: Records Storage, Management and Destruction Services for Five Years

At the December 19, 2023 meeting of the Board of Trustees, GCRTA will seek approval to award a contract for Records Storage, Management and Destruction Services for a period of five years.

R.C. 306.43(H)(2) provides that competitive procedures are not required when the purchase consists of goods or services, or any combination thereof, and after reasonable inquiry the board or any officer or employee the board designates finds that only one source of supply is reasonably available.

The Authority has been using the proprietary storage services and technology of the same vendor for twenty-five (25) years. The Authority last competed this five-year service in 2013, at which time only one proposal was received. Since prior competitive procurements have demonstrated that the current vendor is the only vendor reasonably available to provide these services, the vendor has been determined to be a sole source.

Regulations allow GCRTA to negotiate with the sole source provider of these services. The attached resolution recommends contract award to Access Information Management Corporation to provide records storage, management, and destruction services for a period of five years, which is deemed fair and reasonable to the Authority.

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

IBT/MD

Attachment



TITLE/DESCRIPTION: CONTRACT: RECORDS STORAGE, MANAGEMENT AND DESTRUCTION SERVICES, AS REQUIRED VENDOR: ACCESS INFORMATION MANAGEMENT CORPORATION AMOUNT: NTE \$425,000.00 FOR A PERIOD OF FIVE (5) YEARS	Resolution No.: 2023-99
	Date: December 14, 2023
	Initiator: Support 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 for records storage, management, and destruction services, as required, for a period of five (5) years.

2.0 **DESCRIPTION/JUSTIFICATION:** Laws and regulations require the Authority to maintain records for a specified length of time and to destroy records according to the Authority’s records retention schedule. A record can be a file, blueprint or other form of documentation. The records storage center is used for storage of inactive and permanent paper records, secured records, and bulk storage. Currently, there are more than 11,300 containers in storage. It is impossible to maintain this volume of records within the Authority’s offices due to space constraints, security concerns, and the environmental requirements needed to preserve these records. Therefore, having an off-site records storage facility is in the best interest of the Authority.

The services to be performed under this Contract include, but are not limited to, destruction and document scanning. The vendor provides a chain of custody with barcode scanning on all items traveling to and from the Authority. The Authority can consolidate pickups and deliveries, which provides cost savings and an added level of security. In addition to storage, Access Information Management Corporation will continue to scan and shred the records as part of the cataloging system to reduce costs for transportation to a scanning and shredding facility, as well as to maintain a chain of custody.

Access Information Management Corporation (formerly known as Retrievox, Inc. dba Access Information Management, Cintas Corporation and Andrews Records Management, Inc.) has successfully performed the Authority’s records management services since 1998. In addition to the Authority, other current clients include the State of Ohio, Cleveland Clinic Foundation, Lincoln Electric and University Hospitals, among many others.

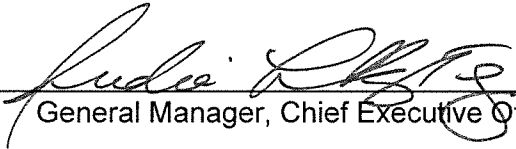
3.0 **PROCUREMENT BACKGROUND:** This contract for records storage and services is exempt from competitive procedures, pursuant to R.C. 306.43(H)(2). Access Information Management Corporation offered to provide records storage, management, and destruction services, as required, at negotiated rates, in an amount not to exceed \$425,000.00 for a period of five (5) years.

The Authority last competed this service in 2013, at which time only one proposal was received. Since prior competitive procurements have demonstrated that the current vendor is the only vendor reasonably available to provide these proprietary services, the vendor has been determined to be a sole source.

A price analysis has been performed, and the Procurement Department has determined that the negotiated rates are fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: This procurement will permit the Authority to provide records storage, management, and destruction services, as required, in accordance with the Authority's Administrative Procedure No. 009 and Ohio law.
- 6.0 ECONOMIC IMPACT: The contract will be funded through the General Fund, Support Services Department budget, contingent upon Board approval of the FY 2024 General Fund Budget, in an amount not to exceed \$425,000.00 for a period of five (5) years.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would require the Authority to store records on-site at a considerable expense due to space constraints, security needs, and environmental requirements needed to preserve those records.
- 8.0 RECOMMENDATION: It is recommended that the offer of Access Information Management Corporation 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. 2023-99

AUTHORIZING CONTRACT NO. 2023-184 WITH ACCESS INFORMATION MANAGEMENT CORPORATION TO PROVIDE RECORDS STORAGE, MANAGEMENT, AND DESTRUCTION SERVICES, AS REQUIRED, FOR A PERIOD OF FIVE (5) YEARS, IN AN AMOUNT NOT TO EXCEED \$425,000.00 (GENERAL FUND, SUPPORT SERVICES DEPARTMENT BUDGET)

WHEREAS, laws and regulations require the Greater Cleveland Regional Transit Authority ("Authority") to maintain records in accordance with the Authority's records retention schedule; and

WHEREAS, Access Information Management Corporation, located at 1 Andrews Circle, Brecksville, OH 44141, and its predecessors, have cataloged and stored the Authority's records utilizing their proprietary system and storage facility for twenty-five years; and

WHEREAS, R.C. 306.43(H)(2) provides that competitive procedures are not required when the purchase consists of goods or services, or any combination thereof, and after reasonable inquiry the board or any officer or employee the board designates finds that only one source of supply is reasonably available; and

WHEREAS, the Authority's records management program is designed for the records storage, management, and destruction system established by Access Information Management Corporation, and no other vendor has access to the Access Information Management Corporation facility or its cataloging system; and

WHEREAS, Access Information Management Corporation has offered to provide records storage, management, and destruction services, as required, at negotiated rates resulting in a total contract amount not to exceed \$425,000.00 for a period of five (5) years; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Access Information Management Corporation, as negotiated, to provide records storage, management, and destruction services, as required, 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 Access Information Management Corporation to provide records storage, management, and destruction services, as required, for a period of five (5) years, 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 Access Information Management Corporation to provide said services, as required, for a period of five (5) years.

Section 3. That said contract shall be funded from the General Fund, Support Services Department budget, contingent upon Board approval of the FY 2024 General Fund Budget, in an amount not to exceed \$425,000.00 for a period of five (5) 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 the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Access Information Management Corporation will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

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

Adopted: December 19, 2023

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: COMPUTER AIDED DISPATCH AND AUTOMATED VEHICLE LOCATOR (CAD/AVL) MAINTENANCE AND SUPPORT VENDOR: TRAPEZE SOFTWARE GROUP, INC. DBA VONTAS AMOUNT: NTE \$4,559,274.00 FOR A PERIOD OF FIVE (5) YEARS	Resolution No.: 2023-100
	Date: December 14, 2023
	Initiator: Information Technology Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

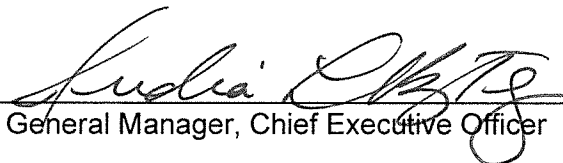
- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a negotiated agreement to provide maintenance and support services for the Authority's Computer Aided Dispatch and Automated Vehicle Locator ("CAD/AVL") system for a period of five (5) years.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority utilizes "OnRoute" software, a product of Trapeze Software Group, Inc. dba Vontas ("Vontas"), for its CAD/AVL system. The CAD/AVL system, along with the Authority's radio system, allows the Authority to track vehicles, monitor on-time performance, talk/text with vehicle operators, obtain real-time vehicle tracking and operator turn-by-turn navigation, and provides remote device management and vehicle diagnostics for predictive maintenance. In order for the CAD/AVL and radio system to function properly, the hardware and software must be maintained and operational at all times. If one software or hardware component fails, it can affect the entire system and, in many cases cause other areas of the system to fail. A maintenance and service agreement with the original provider is vital to the operation of the CAD/AVL system. If there is a hardware or software failure, the Authority will need Vontas to correct the problem as quickly as possible. In addition to software fixes (patches), the Authority will also receive free upgrades and training.
- 3.0 **PROCUREMENT BACKGROUND:** Per R.C. 306.43(H)(3), 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. Vontas is the original provider and developer of the Authority's CAD/AVL software and hardware.

The Procurement Department requested a proposal from Vontas on November 16, 2023. Vontas offered to provide CAD/AVL maintenance and support services for a period of five (5) years in a total contract amount not to exceed \$4,559,274.00 (2024 - \$825,549.00; 2025 - \$866,480.00; 2026 - \$909,697.00; 2027 - \$955,021.00; and 2028 - \$1,002,527.00). The Information Technology and Procurement Departments reviewed the proposal for adherence to the technical requirements. The proposal submitted by Vontas, as negotiated, is 13% below the independent cost estimate of \$5,225,000.00, which was based on historical pricing.

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

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: A 0% DBE goal was established for this procurement because it is for the maintenance of proprietary software, in which work is limited and exclusive to the original provider and installer by agreement.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This contract shall be payable through the General Fund, Information Technology Department budget, in amounts not to exceed \$825,549.00 Fiscal Year ("FY") 2024, \$866,480.00 FY 2025, \$909,697.00 FY 2026, \$955,021.00 FY 2027, and \$1,002,527.00 FY 2028, for a total contract amount not to exceed \$4,559,274.00 for a period of five (5) years.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would prevent or delay the renewal of the Authority's CAD/AVL maintenance and support agreement, hindering essential software and hardware support for maintaining the Authority's CAD/AVL and radio system, which are vital to providing safety-critical transit communications and efficient operations.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 5, 2023 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of Trapeze Software Group, Inc. dba Vontas, as negotiated, 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. 2023-100

AUTHORIZING CONTRACT NO. 2023-185 WITH TRAPEZE SOFTWARE GROUP, INC. DBA VONTAS TO PROVIDE COMPUTER AIDED DISPATCH AND AUTOMATED VEHICLE LOCATOR ("CAD/AVL") MAINTENANCE AND SUPPORT SERVICES IN AN AMOUNT NOT TO EXCEED \$4,559,274.00 FOR A PERIOD OF FIVE (5) YEARS (GENERAL FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") currently utilizes Trapeze Software Group, Inc. dba Vontas licensed products ("OnRoute") for its Computer Aided Dispatch and Automated Vehicle Locator ("CAD/AVL") applications, and has an ongoing need for maintenance and support to ensure the system is reliable and functioning properly; and

WHEREAS, the Authority's CAD/AVL software is proprietary to Trapeze Software Group, Inc., dba Vontas, the original provider and installer of this software; and

WHEREAS, R.C. 306.43(H)(3) provides that competitive bidding is 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 Trapeze Software Group, Inc. dba Vontas, located at 5265 Rockwell Drive NE, Cedar Rapids, Iowa 52402, to provide CAD/AVL maintenance and support services was received on November 28, 2023; and

WHEREAS, after negotiations, a total price not to exceed \$4,559,274.00 for a period of five (5) years was agreed upon; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Trapeze Software Group, Inc. dba Vontas, as negotiated, to provide CAD/AVL maintenance and support services for a period of five (5) 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 Trapeze Software Group, Inc. dba Vontas, as negotiated, to provide Computer Aided Dispatch and Automated Vehicle Locator ("CAD/AVL") maintenance and support services for a period of five (5) years 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 Trapeze Software Group, Inc. dba Vontas, as negotiated, to provide CAD/AVL maintenance and support services for a period of five (5) years.

Section 3. This contract shall be payable through the General Fund, Information Technology Department budget in amounts not to exceed \$825,549.00 Fiscal Year ("FY") 2024, \$866,480.00 FY 2025, \$909,697.00 FY 2026, \$955,021.00 FY 2027, and \$1,002,527.00 FY 2028, for a total contract amount not to exceed \$4,559,274.00 for a period of five (5) 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 the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Trapeze Software Group, Inc. dba Vontas will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

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

Adopted: December 19, 2023

President

Attest:

Secretary-Treasurer

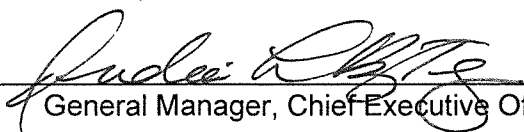


Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: APPROVAL OF THE AUTHORITY'S 2024 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)	Resolution No.: 2023- 101
	Date: December 14, 2023
	Initiator: Safety Department
ACTION REQUEST: <input type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will approve the Greater Cleveland Regional Transit Authority's ("Authority") 2024 Public Transportation Agency Safety Plan ("PTASP"). Under Federal Transit Administration ("FTA") regulations, the PTASP must be approved by the transit agency's governing board.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority's PTASP Labor Management Safety Committee has prepared a 2024 PTASP with updated performance targets to meet FTA requirements per 49 CFR Part 673. The PTASP is a risk and performance-based plan utilizing Safety Management System principles to describe safety processes and guide the Authority's activities in such areas as emergency preparedness, hazard reporting and management, safety training, and the promotion of safety to maintain a positive safety culture. The PTASP contains a requirement for annual updates and subsequent approvals from the Authority's Board of Trustees.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will enable the Authority to comply with 49 CFR Part 673.
- 6.0 ECONOMIC IMPACT: Failure to adopt the resolution will result in failure to satisfy FTA's approval requirements which could cause the Authority to be out of compliance with grantee requirements and affect current and future funding.
- 7.0 ALTERNATIVES: Rejection of the resolution would impact and delay compliance with FTA regulations.
- 8.0 RECOMMENDATION: The PTASP was discussed by the Audit, Safety Compliance & Real Estate Committee at the December 5, 2023 Board of Trustees meeting. The Committee reviewed and referred the PTASP resolution to the full Board of Trustees for approval. It is recommended that the resolution be approved to satisfy FTA's requirements.

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. 2023-101

APPROVAL OF THE AUTHORITY'S 2024 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN ("PTASP")

WHEREAS, the Board of Trustees has been granted the power and authority, pursuant to Chapter 306 of the Ohio Revised Code, to manage and conduct the affairs of the Greater Cleveland Regional Transit Authority ("the Authority"); and

WHEREAS, the Authority's 2024 Public Transportation Agency Safety Plan ("PTASP") will replace the Authority's 2023 PTASP; and

WHEREAS, under federal regulation, 49 CFR Part 673, the Federal Transit Administration ("FTA") has set forth requirements and guidelines for a PTASP; and

WHEREAS, as set forth in the regulation, the Authority's governing board is required to review and approve each transit agency's annual PTASP; and

WHEREAS, the Authority's PTASP Labor Management Safety Committee prepared the 2024 PTASP as a joint committee comprised equally of management and labor representatives; and

WHEREAS, on December 15, 2023, the PTASP was emailed to all members of the Board of Trustees; and

WHEREAS, on November 20, 2023, the Authority's PTASP Labor Management Safety Committee unanimously signed the 2024 PTASP; and

WHEREAS, on December 5, 2023, the Audit, Safety Compliance & Real Estate Committee considered the PTASP and recommended approval to the full 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 Authority's 2024 Public Transportation Agency Safety Plan ("PTASP"), which is in the form of the attachment hereto, is approved, and the General Manager, Chief Executive Officer is hereby authorized to submit the PTASP to the Ohio Department of Transportation for adoption and approval.

Section 2. That this resolution shall become effective immediately upon its adoption.

Attachment: 2024 Public Transportation Agency Safety Plan ("PTASP").

Adopted: December 19, 2023

President


Attest: _____
Secretary-Treasurer



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

From: India L. Birdsong Terry
General Manager, Chief Executive Officer 

Date: December 14, 2023

Subject: Property Insurance Renewal – Updated Renewal Negotiations

As you recall at the December 5, 2023, Audit, Safety, Compliance and Real Estate Committee meeting, Judy Lincoln gave a presentation regarding our Property Insurance Renewal. At that time, Liberty Mutual quoted a 13% rate increase over the expiring premium. However, since then, GCRTA's property insurance broker, AON, has negotiated Liberty down to a 10.2% rate increase (\$24,266 premium reduction).

Thus, our new grand total cost is \$1,469,243, which is a premium increase of \$137,106 vs the expiring premium of \$1,332,137. Lastly, we are now 11% below our budgeted amount of \$1,653,000.

The attached resolution contains our updates and recommendation to renew with Liberty Mutual and Evanston Insurance Company for the period January 1, 2024 to January 1, 2025 as well as further detail on the decision made. We thank our partners, Liberty Mutual and Evanston, for recognizing our commitment to risk improvement.

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

IBT/JLL



TITLE/DESCRIPTION: CONTRACT: PURCHASE OF PROPERTY INSURANCE FROM LIBERTY MUTUAL AND EVANSTON INSURANCE COMPANY VENDOR: AON RISK SERVICES NORTHEAST, INC. AMOUNT: NTE \$1,469,243.00 FOR A PERIOD OF 12 MONTHS	Resolution No.: 2023-102
	Date: December 14, 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 insurance to protect the physical assets of the Authority for a period of twelve (12) months.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires all-risk property insurance to protect its physical assets in case of fire, explosion, windstorm, and similar perils. The current property insurance policy expires January 1, 2024. The detailed results of efforts to renew the property insurance programs were summarized in the presentation made to the Board of Trustees on December 5, 2023.
- 3.0 **PROCUREMENT BACKGROUND:** The Authority carries an all-risk property insurance policy which protects the Authority’s physical assets from fire, windstorm, explosion, and similar perils. Incumbent Carriers are Liberty Mutual and Evanston Insurance Company for two separate programs with a Total Insured Value of \$1.9 billion:
 - The first program is written by Liberty Mutual and is for the coverage of all GCRTA real and personal property, including rolling stock when garaged. The blanket limit is \$500 million with a deductible of \$250,000.00.
 - The second program is a stand-alone Rolling Stock policy written by Evanston Insurance Company, which provides coverage for GCRTA rolling stock when rolling (both rail and bus). The blanket limit is \$25 million with a deductible of \$500,000.00.

Last year in 2022 we continued to face hard market conditions and rate increases due to severe industry loss experience, as well as inflationary pressures and undervaluation of reported values in the industry, which required significant increases to insured values. Those two factors combined resulted in a final premium increase of approximately 12% last year. Our expiring premium is \$1,332,137.00.

To provide some perspective on the commercial property insurance market in 2023, national average rates increased 13.9% in the first quarter, increasing to 25.5% in the second quarter. In the third quarter, there was some market improvement and national averages were down to approximately 13% rate increases as of the end of Q3. The continued rate increases are largely a result of continued poor loss experience, due mainly to the Florida wind storms and hurricanes as well as severe convective storms.

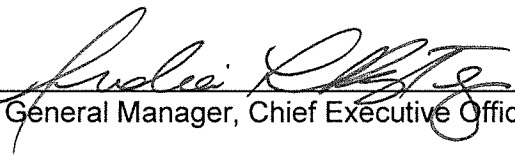
Our property insurance brokers approached a number of competitive insurance markets this year, but the most favorable outcome continues to result from the current program structure with the two incumbent carriers described above.

After receiving the results of the marketing and negotiation efforts, Liberty Mutual quoted a 10.2% rate increase. Evanston Insurance Company quoted a 2.3% rate increase.

After applying these rates against updated total insured values (TIV), the resulting premium is \$1,469,243.00, an increase of \$137,106.00 or approximately 10.3%. This encompasses both the rate and insured value increases. The Authority is pleased to report that this amount is \$183,757.00.00 or 11.1% below the budgeted amount of \$1,653,000.00.

- 4.0 AFFIRMATIVE ACTION/ DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This insurance policy will be funded through the General Fund, Risk Management Department budget, payable with 2024 funds (contingent upon Board approval of the 2024 Operating Budget), for a total contract amount not to exceed \$1,469,243.00 for the twelve (12) month period beginning January 1, 2024.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will leave the Authority without property insurance, putting substantial assets of the Authority at risk.
- 8.0 RECOMMENDATION: This property insurance program was discussed by the Board of Trustees at the December 5, 2023 Audit, Safety Compliance and Real Estate Committee meeting. It is recommended that the submittal of the underwriters, through Aon Risk Services Northeast, Inc., be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to purchase the property insurance policies.
- 9.0 ATTACHMENTS: None.

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2023-102

AUTHORIZING THE PURCHASE OF PROPERTY INSURANCE FROM LIBERTY MUTUAL AND EVANSTON INSURANCE COMPANY, THROUGH AON RISK SERVICES NORTHEAST, INC., FOR A PERIOD OF TWELVE (12) MONTHS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,469,243.00 (GENERAL FUND, RISK MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") requires property insurance to protect its physical assets; and

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

WHEREAS, the submittal of a group of underwriters through Aon Risk Services Northeast, Inc., located at 950 Main Avenue, Suite 1600, Cleveland, Ohio 44113, to provide property insurance coverage for a period of twelve (12) months, commencing on January 1, 2024, was received and, after negotiations, an amount not to exceed \$1,469,243.00 for the twelve (12) month period was agreed upon; and

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

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

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

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Aon Risk Services Northeast, Inc. for the purchase of property insurance coverages from Liberty Mutual and Evanston Insurance Company, and with such other carriers as the General Manager, Chief Executive Officer may deem appropriate, to provide property insurance coverage up to the limit of \$500,000.00 per occurrence from January 1, 2024 to January 1, 2025 at premiums not to exceed \$1,469,243.00.

Section 3. This insurance program shall be payable out of the General Fund, Risk Management Department budget, payable with 2024 funds (contingent upon Board approval of the 2024 Operating Budget), for a total amount not to exceed \$1,469,243.00 for the twelve (12) month period beginning January 1, 2024.

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 this resolution shall become effective immediately upon its adoption.

Adopted: December 19, 2023

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: APPROVING THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY'S FISCAL YEAR 2024 BUDGET	Resolution No.: 2023-103
	Date: December 14, 2023
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 PURPOSE/SCOPE: This action will authorize an appropriations budget for Fiscal Year ("FY") 2024 ("FY 2024 Budget") for the operation of the transit system, including required fund transfers for the funds established by Chapter 460 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority ("Funds").

2.0 DESCRIPTION/JUSTIFICATION: FY 2024 Budget begins January 1, 2024 and ends December 31, 2024.

The process for developing the FY 2024 Budget began in July 2023 with the adoption of the FY 2024 Tax Budget. It also involved extensive staff analysis and preparation as well as a presentation to the Board's Operational Planning & Infrastructure Committee on November 14, 2023. A second presentation was made on December 5, 2023. One public hearing was held on November 14, 2023, and a second public hearing was held on December 5, 2023 to discuss the FY 2024 Budget. The budget and fund transfers proposed for adoption herein represent GCRTA's spending plans for FY 2024.

3.0 PROCUREMENT BACKGROUND: Does not apply.

4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.

5.0 POLICY IMPACT: The FY 2024 Budget totals \$333,845,575. It includes salaries, overtime, payroll taxes, and fringe benefit resources to fund 2,423 FTE positions. This cost is based on the Management and Non-Bargaining Salary Structure approved by the Board through Resolution No. 2022-112 on December 20, 2022, as updated by staff in Attachment 1 to this resolution. Adoption of this budget will fulfill GCRTA's legal and managerial requirements to establish the revenues and expenditures for the operation of GCRTA's public transit system. The 2024 Capital Improvement Budget was approved by the Board of Trustees through Resolution No. 2023-040 on May 16, 2023.

6.0 ECONOMIC IMPACT: The proposed FY 2024 Budget provides for spending \$333,845,575 on estimated revenues of \$335,447,051. The projected beginning balance for 2024 is \$22,025,630. The projected year-end balance of \$23,627,106 will provide the operating reserve required by Section 460.02(c)(2) of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority.


7.0 ALTERNATIVES: Modify the proposed FY 2024 Budget by adding or subtracting expenditures or revenues for specific activities, positions, or programs.

8.0 RECOMMENDATION: The proposed FY 2024 Budget has been reviewed by the Operational Planning & Infrastructure Committee and is recommended for adoption. It is recommended that the Board approve the proposed FY 2024 Budget, fund transfers, and budgets for the Funds as proposed herein.

9.0 ATTACHMENTS:

- A: General Fund Balance Analysis
- B: Financial Policy Goals
- C: Budgeted Positions by Division
- D: Capital Improvement Fund Balance Analysis
- E: Bond Retirement Fund Balance Analysis
- F: Insurance Fund Balance Analysis
- G: Supplemental Pension Fund
- H: Law Enforcement Fund Balance Analysis
- I: Reserve Fund Balance Analysis
- J: 2024 Funds Budget Summary

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


General Manager, Chief Executive Officer

Attachment A

General Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Operating Revenues			
Passenger Fares	\$ 27,100,000	\$ 27,650,000	\$ 28,200,000
Advertising & Concessions	2,061,751	2,061,751	2,061,751
Naming Rights	485,300	485,300	485,300
Investment Income	1,000,000	700,000	600,000
Total Operating Revenues	30,647,051	30,897,051	31,347,051
Non-Operating Revenues			
Sales & Use Tax	268,300,000	273,650,000	279,100,000
Reimbursed Expenditures	5,000,000	5,000,000	5,000,000
Other Revenue	1,500,000	1,500,000	1,500,000
Transfer from Reserve Fund - Revenue Stabilization	30,000,000	35,000,000	34,300,000
Total Non-Operating Revenues	304,800,000	315,150,000	319,900,000
Total Revenues	335,447,051	346,047,051	351,247,051
Expenditures			
Operating Expenditures			
Salaries & Overtime	164,283,362	173,584,980	175,496,000
Payroll Taxes & Fringes	57,564,329	60,747,498	61,423,600
Fuel (Diesel, CNG, Propulsion Power, Propane, Gasoline)	9,683,400	9,780,234	9,878,036
Utilities	3,964,200	4,003,842	4,043,880
Inventory	13,000,000	13,000,000	13,000,000
Services, Materials & Supplies	25,938,982	26,068,677	26,199,020
Purchased Transportation	11,533,644	11,591,312	11,649,269
Other Expenditures	7,669,043	7,676,712	7,684,389
Total Operating Expenditures	293,636,960	306,453,255	309,374,195
Revenues less Operating Expenses	41,810,091	39,593,796	41,872,856
Transfers to Other Funds			
Transfers to/from Insurance Fund	2,500,000	3,000,000	3,000,000
Transfers to/from Reserve Fund	10,878,615	6,378,615	10,878,615
Transfers to/from Capital			
Transfers to/from Bond Retirement Fund	9,346,959	9,184,042	7,134,061
Transfers to/from Capital Improvement Fund	17,483,041	18,180,958	20,775,939
Total Transfers to/from Capital	26,830,000	27,365,000	27,910,000
Total Transfers to/from Other Funds	40,208,615	36,743,615	41,788,615
Total Expenditures	333,845,575	343,196,870	351,162,810
Net Increase (Decrease)	1,601,476	2,850,181	84,241
Beginning Balance	22,025,630	23,627,106	26,477,287
Projected Ending Balance	\$ 23,627,106	\$ 26,477,287	\$ 26,561,528
# Months Reserves - Estimated	1.0	1.0	1.0

Attachment B

Financial Policy Goals					
	Goal	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan	
Operating Efficiency	Operating Ratio Ratio that shows the efficiency of management by comparing operating expenses to operating revenues. Operating Revenues divided by Operating Expenses. Operating Revenues include Passenger Fares, Advertising & Concessions, Naming Rights, Investment Income, Other Revenue	≥ 25%	10.1%	10.2%	
	Cost per Service Hour Measure of service efficiency. Total Operating Expenses (less force account labor) divided by Total Service Hours	160.99	168.03	169.64	
	Growth per Year Cost of delivering a unit of service (Cost per Hour), compared to the prior year; to be kept at or below the rate of inflation	≤ Rate of Inflation 2.8%	5.6%	4.4%	1.0%
Capital Efficiency	Operating Reserve (months) Equal or above one month's operating expenses to cover unforeseen or extraordinary fluctuations in revenues or expenses	≥ 1 month	1.0	1.0	
	Debt Service Coverage The measure of the Authority's ability to meet annual interest and principal payments on outstanding debt.	≥ 1.5	4.63	5.84	
	Sales Tax Contribution to Capital Sales tax revenues to be allocated directly to the Capital Improvement Fund to support budgeted projects or to the Bond Retirement Fund to support debt service payments.	≥ 10%	10%	10%	10%
	Capital Maintenance to Expansion The capital program requires a critical balance between maintenance of existing assets and expansion efforts.	79% - 90%	300%	100%	100%

Attachment C

2024 Budgeted Positions by Division

Division	Positions		
	FY 2023	FY 2024	Variance
Operations Division	2,118.5	2,132.5	14.0
Finance Division	93.0	97.0	4.0
Engineering & Project Management Division	28.0	30.0	2.0
Legal Affairs Division	43.0	43.0	-
Human Resources Division	62.0	67.0	5.0
Executive Division	29.0	30.0	1.0
Administration & External Affairs Division	23.0	23.0	-
Total Positions	2,397	2,423	26

Attachment D

Capital Improvement Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Federal / State Revenues			
Federal Capital Grants	\$ 71,876,582	\$ 72,393,400	\$ 48,219,950
State Capital Grants	41,116,997	66,345,747	45,170,747
Total Federal / State Revenues	112,993,579	138,739,147	93,390,697
Other Revenue			
Investment Income	1,100,000	1,100,000	1,100,000
Other Revenue	26,520,794	34,500,000	25,000,000
Total Other Revenue	27,620,794	35,600,000	26,100,000
Transfers			
Transfer from General Fund	17,483,041	18,180,958	20,775,939
Transfer from Reserve Fund	10,000,000	10,000,000	10,000,000
Total Transfers	27,483,041	28,180,958	30,775,939
Total Revenue	168,097,414	202,520,105	150,266,636
Expenditures			
Capital Outlay			
Capital Outlay - Development Fund	142,245,993	173,495,767	145,965,697
Asset Maintenance	2,310,000	2,410,000	2,310,000
Routine Capital	1,718,921	1,627,524	1,636,353
Total Capital Outlay	146,274,914	177,533,291	149,912,050
Total Expenditures	146,274,914	177,533,291	149,912,050
Net Increase (Decrease)	21,822,500	24,986,814	354,586
Beginning Balance	300,928,668	345,519,548	370,506,362
Projected Ending Balance	\$ 322,751,168	\$ 370,506,362	\$ 370,860,948

Attachment E

Bond Retirement Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Transfers			
Transfer from the General Fund	\$ 9,346,959	\$ 9,184,042	\$ 7,134,061
Total Transfers	9,346,959	9,184,042	7,134,061
Other Revenues			
Investment Income	100,000	100,000	100,000
Total Other Revenues	100,000	100,000	100,000
Total Revenues	9,446,959	9,284,042	7,234,061
Expenditures			
Debt Service			
Principal	7,995,000	8,355,000	6,935,000
Interest	1,481,450	1,115,500	697,750
Total Debt Service	9,476,450	9,470,500	7,632,750
Other Expenditures			
Other Expenditures	1,500	1,500	1,500
Total Other Expenditures	1,500	1,500	1,500
Total Expenditures	9,477,950	9,472,000	7,634,250
Net Increase (Decrease)	(30,991)	(187,958)	(400,189)
Beginning Balance	1,117,638	1,086,647	898,689
Projected Ending Balance	\$ 1,086,647	\$ 898,689	\$ 498,500

Attachment F

Insurance Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Transfer from General Fund	\$ 2,500,000	\$ 3,000,000	\$ 3,000,000
Investment Income	100,000	100,000	50,000
Total Revenues	2,600,000	3,100,000	3,050,000
Expenditures			
Claims and Premium Outlay	3,078,000	3,100,000	3,100,000
Total Expenditures	3,078,000	3,100,000	3,100,000
Net Increase (Decrease)	(478,000)	-	(50,000)
Beginning Balance	6,579,653	6,101,653	6,101,653
Projected Ending Balance	\$ 6,101,653	\$ 6,101,653	\$ 6,051,653

Attachment G

Supplemental Pension Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Investment Income	\$ 40,000	\$ 30,000	\$ 30,000
Total Revenues	40,000	30,000	30,000
Expenditures			
Benefit Payments	9,000	9,000	9,000
Total Expenditures	9,000	9,000	9,000
Net Increase (Decrease)	31,000	21,000	21,000
Beginning Balance	1,397,563	1,428,563	1,449,563
Projected Ending Balance	\$ 1,428,563	\$ 1,449,563	\$ 1,470,563

Attachment H

Law Enforcement Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Law Enforcement Revenue	\$ 20,000	\$ 15,000	\$ 15,000
Investment Income	5,000	5,000	5,000
Total Revenues	25,000	20,000	20,000
Expenditures			
Capital & Related Expenditures	25,000	25,000	25,000
Total Expenditures	25,000	25,000	25,000
Net Increase (Decrease)	-	(5,000)	(5,000)
Beginning Balance	121,864	121,864	116,864
Projected Ending Balance	\$ 121,864	\$ 116,864	\$ 111,864

Attachment I

Reserve Fund Balance Analysis

	FY 2024 Budget	FY 2025 Plan	FY 2026 Plan
Revenues			
Transfers			
Transfer from GF for Rolling Stock Reserve	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000
Transfer from GF for 27th Pay	878,615	878,615	878,615
Total Transfers	10,878,615	10,878,615	10,878,615
Other Revenue			
Investment Income	4,000,000	3,000,000	2,000,000
Total Other Revenue	4,000,000	3,000,000	2,000,000
Total Revenues	14,878,615	13,878,615	12,878,615
Expenditures			
Transfers			
Transfer to RTA Development Fund for Rolling Stock Reserve	10,000,000	10,000,000	10,000,000
Transfer to GF for 27th Pay	-	4,500,000	-
Transfer to GF for Revenue Stabilization	30,000,000	35,000,000	34,300,000
Total Transfers	40,000,000	49,500,000	44,300,000
Total Expenditures	40,000,000	49,500,000	44,300,000
Net Increase (Decrease)	(25,121,385)	(35,621,385)	(31,421,385)
Beginning Balance	157,185,686	132,064,301	96,442,916
Projected Ending Balance	\$ 132,064,301	\$ 96,442,916	\$ 65,021,531

2024 Funds Budget Summary

	RESTRICTED FUNDS							Total of All Funds
	General Fund	RTA Development Fund	RTA Capital Fund	Bond Retirement Fund	Insurance Fund	Supplemental Pension Fund	Law Enforcement Fund	
Revenues								
Operating Revenues								
Passenger Fares	\$ 27,100,000							\$ 27,100,000
Advertising & Concessions	2,061,751							2,061,751
Naming Rights	485,300							485,300
Investment Income	1,000,000	1,000,000	100,000	100,000	100,000	40,000	5,000	6,545,000
Non-Operating Revenues	30,647,051	1,000,000	100,000	100,000	100,000	40,000	5,000	35,992,051
Sales & Use Tax	268,300,000							268,300,000
Reimbursed Expenditures	5,000,000							5,000,000
Federal		71,876,582						71,876,582
State		41,116,997						41,116,997
Other Revenue	1,500,000						20,000	28,040,794
Total Non-Operating Revenues	274,800,000	139,514,373					20,000	414,334,373
Transfers								
Transfer from General Fund			17,483,041	9,346,959	2,500,000			10,878,615
Transfer from RTA Capital Fund	14,500,000							
Transfer from Reserve Fund	10,000,000							
For Rolling Stock Reserve								
For Revenue Stabilization								
Total Transfers	30,000,000		17,483,041	9,346,959	2,500,000			10,878,615
Total Revenues	30,000,000	24,500,000	17,483,041	9,346,959	2,500,000			10,878,615
Total Revenues	335,447,051	165,014,373	17,583,041	9,446,959	2,600,000	40,000	25,000	450,326,424
Expenditures								
Operating Expenditures								
Salaries & Overtime	164,283,362							164,283,362
Payroll Taxes & Fringes	57,564,329							57,564,329
Fuel (Diesel, CNG, Propulsion Power, Propane, Gasoline)	9,683,400							9,683,400
Utilities	3,964,200							3,964,200
Inventory	13,000,000							13,000,000
Services, Materials & Supplies	25,938,982							25,938,982
Purchased Transportation	11,533,644							11,533,644
Other Expenditures	7,669,043							7,669,043
Total Operating Expenditures	293,636,960							293,636,960
Non-Operating Expenditures								
Capital Outlay	142,245,993		4,028,921	9,476,450				146,274,914
Debt Service (Principal & Interest)				1,500				9,476,450
Other Expenditures					9,000			3,113,500
Total Non-Operating Expenditures	142,245,993	4,028,921	9,477,950	3,078,000	9,000	25,000	25,000	158,864,864
Sub-Total Expenditures	293,636,960	142,245,993	4,028,921	9,477,950	3,078,000	9,000	25,000	452,501,824
Revenues less Expenditures	41,810,091	22,768,380	13,554,120	(30,991)	(478,000)	31,000	-	(2,175,400)
Transfers to Other Funds								
Transfer to General Fund								
Transfer to Insurance Fund	2,500,000							
Transfer to Bond Retirement Fund	9,346,959							
Transfer to RTA Capital Fund	17,483,041							
Transfer to RTA Development Fund			14,500,000					
Transfer to Reserve Fund	10,000,000							
For Rolling Stock Reserve	878,615							
For Revenue Stabilization								
Total Transfers to Other Funds	40,208,615	14,500,000	18,528,921	9,477,950	3,078,000	9,000	25,000	452,501,824
Total Expenditures	333,845,575	142,245,993	18,528,921	9,477,950	3,078,000	9,000	25,000	452,501,824
Net Increase (Decrease)	1,601,476	22,768,380	(945,880)	(30,991)	(478,000)	31,000	(25,121,385)	(2,175,400)
Beginning Balance	22,025,630	295,028,001	5,900,667	1,117,638	6,579,653	1,397,563	121,864	157,185,686
Available Ending Balance	\$ 23,627,106	\$ 317,796,381	\$ 4,954,787	\$ 1,086,647	\$ 6,101,653	\$ 1,428,563	\$ 121,864	\$ 489,356,702
								\$ 132,064,301
								\$ 487,181,302

RESOLUTION NO. 2023-103

MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING FISCAL YEAR 2024

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

WHEREAS, in order to meet those requirements, a budget for GCRTA's operations for the fiscal year beginning January 1, 2024 and ending December 31, 2024 ("FY 2024 Budget") was prepared; and

WHEREAS, the FY 2024 Budget has been made available for public inspection for at least ten (10) days by having at least two (2) copies thereof on file in the GCRTA Office of Management and Budget and a copy posted on GCRTA's web site; and

WHEREAS, the FY 2024 Budget is based on the Management and Non-Bargaining Salary Structure approved on December 20, 2022 by the Board of Trustees in Resolution No. 2022-112, which remains unchanged as set forth in Attachment 1; and

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees discussed the FY 2024 Budget on November 14, 2023 and December 5, 2023, and public hearings were held on November 14, 2023 and December 5, 2023, with public notices given by publication in the Cleveland Plain Dealer and the Call & Post on October 26, 2023 and October 29, 2023, as well as by posting of notice in the first floor lobby of the GCRTA Main Office Building and on GCRTA's Facebook and Twitter pages.

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

Section 1. The GCRTA Board of Trustees hereby sets aside and appropriates the following current expenses and other expenditures during FY 2024:

Operations Division	
Paratransit District	\$ 27,928,673
Rail District	25,464,153
Asset & Configuration Management	923,144
Transit Police	17,434,492
Service Management	9,930,015
Power & Way	15,650,397
Service Quality Management	7,926,318
Fleet Management	36,473,876
Brunswick Pass-Thru	600,000
Hayden District	48,371,230
Triskett District	37,131,273
Information Technology	10,207,874
Total Operations Division	238,041,445

Finance Division	
Office of Business Development	548,563
Accounting	4,129,073
Management Information Services	3,753,841
Support Services	1,271,721
Procurement	1,872,452
Revenue	2,259,189
Office of Management & Budget	9,310,543
Total Finance Division	23,145,382
Engineering & Project Management Division	
Project Support	388,476
Programming & Planning	3,106,708
Engineering & Project Development	2,381,124
Total Engineering & Project Management Division	5,876,308
Legal Affairs Division	
Safety	1,050,539
Legal	4,280,742
Risk Management	5,293,915
Total Legal Affairs Division	10,625,196
Human Resources Division	
Human Resources	2,116,178
Labor & Employee Relations	2,336,015
Training & Employee Development	4,790,258
Total Human Resources Division	9,242,451
Executive Division	
Executive	1,379,168
Secretary/Treasurer - Board of Trustees	404,840
Internal Audit	1,010,594
Fund Transfers	40,208,615
Total Executive Division	43,003,217
Administration & External Affairs Division	
Administration & External Affairs	3,911,576
Total Administration & External Affairs Division	3,911,576
Total General Fund Budget	\$ 333,845,575

CAPITAL IMPROVEMENT FUND

(Resolution No. 2023-040, approved on May 16, 2023)

Construction and Acquisition of Transit Facilities and Equipment	\$146,274,914
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BOND RETIREMENT FUND

Debt Service – Principal	\$7,995,000
Debt Service – Interest	1,481,450
Other	1,500

INSURANCE FUND

Claims & Premium Outlay	\$3,078,000
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SUPPLEMENTAL PENSION FUND

Benefits Payments	\$9,000
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LAW ENFORCEMENT FUND

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

RESERVE FUND

Transfers to General Fund	\$30,000,000
Transfers to RTA Development Fund	10,000,000

CUMULATED APPROPRIATIONS

General Fund	\$333,845,575
Capital Improvement Funds	146,274,914
Bond Retirement Fund	9,477,950
Insurance Fund	3,078,000
Supplemental Pension Fund	9,000
Law Enforcement Fund	25,000
Reserve Fund	40,000,000

Section 2. That transfers of funds may be made in the FY 2024 Budget from one division to another, or from one department to another, or from one line item to another, or from one of the funds established by Chapter 460 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority ("Fund") to another, as long as the total appropriation in the Fund is not exceeded and transfers of funds is reported to the Board within thirty (30) days after the end of the month in which said transfer occurred.

Section 3. As part of this appropriation, the General Manager, Chief Executive Officer is granted the authority to upgrade or downgrade positions within GCRTA, provided that the total number of positions approved in the budget is not exceeded. Furthermore, the General Manager, Chief Executive Officer may transfer positions from one department to another so long as the total number of positions approved in the budget does not exceed 2,423 full-time equivalent (FTE) positions.

Section 4. That the budget includes an appropriation of funds for coffee, meals, refreshments, and other amenities for employees or other persons in furtherance of official business of GCRTA, and such expenditures are hereby determined to be for a public purpose.

Section 5. That the FY 2024 Budget may, from time to time, be amended and additional monies received in FY 2024, if applicable, may be appropriated.

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

Attachment 1 – GCRTA 2024 Management & Non-Bargaining Salary Structure

Adopted: December 19, 2023

President

Attest: _____
Secretary-Treasurer

Attachment 1

2024 Non-bargaining Salary Structure

Grade	Min	Mid	Max
116	\$131,701.39	\$164,626.74	\$204,137.16
115	\$118,864.07	\$148,580.09	\$184,239.31
114	\$107,472.04	\$134,340.05	\$166,581.66
113	\$97,347.86	\$121,684.82	\$150,889.18
112	\$88,337.44	\$110,421.80	\$136,923.03
111	\$80,306.76	\$100,383.46	\$124,475.48
110	\$73,139.13	\$91,423.91	\$113,365.65
109	\$66,732.78	\$83,415.98	\$103,435.81
108	\$60,998.89	\$76,248.61	\$94,548.27
107	\$55,859.79	\$69,824.73	\$86,582.67
106	\$51,247.51	\$64,059.39	\$79,433.64
105	\$47,102.49	\$58,878.11	\$73,008.86
104	\$43,372.46	\$54,215.57	\$67,227.31
103	\$40,011.49	\$50,014.37	\$62,017.82
102	\$36,979.20	\$46,224.00	\$57,317.76
101	\$34,240.00	\$42,800.00	\$53,072.00



TITLE/DESCRIPTION: AMENDING CHAPTER 465 FINANCIAL ASSISTANCE OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2023-104
	Date: December 14, 2023
	Initiator: Legal
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 465 Financial Assistance of the Codified Rules and Regulations ("Code Book") of the Greater Cleveland Regional Transit Authority ("Authority").
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution No. 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.

Chapter 465 provides authority to apply for federal, state and NOACA-administered grants. The Authority's practice has been to periodically bring resolutions to the Board for authority to apply for grants, which duplicates the authority already present in the Code Book. Both the State of Ohio and NOACA have approved the proposed amendments and approved of using Code Book Chapter 465 in support of GCRTA's grant applications.

The proposed amendments will streamline the process of applying for grants because it will eliminate the need to periodically bring resolutions to the Board for authority to apply for ODOT and NOACA grants.
- 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 streamline the process of applying for grants.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution will cause the Authority to continue to bring all ODOT and NOACA grant application resolutions before the Board rather than streamlining the grant application process.
- 8.0 RECOMMENDATION: This resolution was discussed at the December 5, 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 ATTACHMENT: A. Red-line of proposed amendments to Chapter 465 Financial Assistance

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

General Manager, Chief Executive Officer

Staff Summary Attachment A

CHAPTER 465
Financial Assistance

465.01	Federal grant applications.	465.06	<u>Funds Allocated by the</u>
465.02	State grant applications.		<u>Northeast Ohio Areawide</u>
465.03	Execution of grant contracts.		<u>Coordinating Agency</u>
			<u>("NOACA")</u>
465.04	Documents, reports and information.	465.06	<u>465.07</u> Private grants.
		465.07	<u>465.08</u> Authority of
			Acting CEO , General
			Manager/ Secretary-
			<u>Treasurer, Chief</u>
465.05	Acceptance and expenditure of funds.		<u>Executive Officer.</u>

CROSS REFERENCES

Federal Grants (MAP-21) – see 49 U.S.C.A. Chapter 53

Requirements to receive ~~Federal~~federal grants – see 49 U.S.C. 5807(R) (1)

Borrowing from ~~Federal~~federal, ~~State~~state, other governmental or private source
- see Ohio R.C. 306.35(J)

Grants from the United States, the State of Ohio, other governmental or private sources – see Ohio R.C. 306.35(R)

Grants for assistance for elderly and disabled – see Ohio R.C. 5501.07(B)

Department of Internal Audit – see ADM. Ch. 260

Internal audit policies and procedures – see ADM. Ch. 262

Finance ~~and Administration~~ Division – see ADM. Ch. 286

Contracts and procurements – see FIN. Ch. 410

Debt policies – see FIN. Ch. 420

465.01 FEDERAL GRANT APPLICATIONS.

(a) Federal Grants.

- (1) The ~~CEO~~, General Manager/~~Secretary-Treasurer~~, Chief Executive Officer may execute and file applications for ~~Federal~~federal assistance on behalf of the Greater Cleveland Regional Transit Authority.
- (2) The ~~CEO~~, General Manager/~~Secretary-Treasurer~~, Chief Executive Officer may execute and file with its applications, certifications and assurances and other documents the awarding agency may require for a ~~Federal~~federal assistance grant or cooperating agreement.

(Res. 2007-165. Passed 11-20-07.)

~~(b)~~ (b) The ~~CEO,~~ General Manager/~~Secretary-Treasurer,~~ Chief Executive Officer may submit grant applications to the State of Ohio Department of Transportation, to provide for the ~~State's~~ state's share of the non-~~Federal~~ federal funds necessary for ~~Federal~~ federal grant applications executed and filed as provided for in subsection (a)(1) hereof, and ~~State~~ state funding for other eligible transit projects.

(Res. 1992-158. Passed 9-22-92. ~~Res.~~ Res. 2016-69. Passed 8-16-16. Res. 2023- XXX. Passed 12-19-23.)

465.02 STATE GRANT APPLICATIONS.

The ~~CEO,~~ General Manager/~~Secretary-Treasurer,~~ Chief Executive Officer may ~~submit~~ file grant applications, along with any necessary certifications and documentation, to the State of Ohio for ~~State~~ state grant funds on behalf of the Greater Cleveland Regional Transit Authority.

(Res. 1992-17. Passed 1-21-92; Res. 1992-158. Passed 9-22-92; Res. 1993-158. Passed 9-21-93; Res. 2016-69. Passed 8-16-16.)

465.03 EXECUTION OF GRANT CONTRACTS.

(a) The ~~CEO,~~ General Manager/~~Secretary-Treasurer,~~ Chief Executive Officer may execute grant and cooperative agreements with awarding ~~Federal~~ federal agencies on behalf of the Authority.

(b) The ~~CEO,~~ General Manager/~~Secretary-Treasurer,~~ Chief Executive Officer may execute grant contracts with the State of Ohio on behalf of the Authority.

(Res. 2016-69. Passed 8-16-16.)

465.04 DOCUMENTS, REPORTS AND INFORMATION.

(a) Information Required by the State of Ohio. The ~~CEO,~~ General Manager/~~Secretary-Treasurer,~~ Chief Executive Officer may furnish such additional information, assurances or other documentation, execute any and all documents or assurances and make such reports as is necessary and required by the State of Ohio for ~~State~~ state grant funds on behalf of the Authority.

(Res. 1992-17. Passed 1-21-92.)

(b) Information Required by the United States Government.

(1) The ~~CEO,~~ General Manager/~~Secretary-Treasurer,~~ Chief Executive Officer may execute and file assurances or other documents, and furnish such additional information as the awarding ~~Federal~~ federal agencies may require in connection with ~~Federal~~ federal grant applications on behalf of the Authority.

- (2) The ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ may set forth and execute affirmative minority business policies in connection with the procurement needs for projects funded by ~~Federal-federal~~ grants.
(Res. 1993-156. Passed 9-21-93; Res. 2016-69. Passed 8-16-16.)

465.05 ACCEPTANCE AND EXPENDITURE OF FUNDS.

- (a) The ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ may accept ~~Federal-federal~~ funds from awarding ~~Federal-federal~~ agencies on behalf of the Authority and expend such funds in accordance with applicable law, regulations and grant agreements. (Res. 2007-165. Passed 11-20-07.)
- (b) The ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ may accept and receive funds from the State of Ohio and expend the same pursuant to the terms and conditions of corresponding grant contracts with the State of Ohio. (Res. 1992-17. Passed 1-21-92.)

~~(c) The CEO, General Manager/Secretary-Treasurer, Chief Executive Officer may apply to the Northeast Ohio Areawide Coordinating Agency ("NOACA") and the Federal Transit Administration ("FTA") for funds allocated by NOACA, execute any necessary agreements with NOACA and FTA, accept Federal federal funds from the FTA, received through agreements with NOACA, and expend such funds in accordance with applicable law, regulations and grant agreements. (Res. 1976-171. Passed 5-25-76.) (Res. 2016-69. Passed 8-16-16.)~~

465.06 FUNDS ALLOCATED BY THE NORTHEAST OHIO AREAWIDE COORDINATING AGENCY ("NOACA")

~~(a) That the General Manager, Chief Executive Officer is hereby authorized to file applications, as required, and to execute contracts, as required, on behalf of the Greater Cleveland Regional Transit Authority with the Northeast Ohio Areawide Coordinating Agency ("NOACA") for financial assistance and capital project programs (including transfer of highway funds) under all NOACA programs.~~

~~(b) That the General Manager, Chief Executive Officer is authorized to execute and file such applications, any assurances or any other documentation required by NOACA under the financial assistance and capital project programs.~~

~~(c) That the General Manager, Chief Executive Officer is authorized to furnish such additional information as NOACA may require.~~

~~(d) That that the authority granted in subsections (a) – (c) hereof is conditioned upon an assessment by the General Manger, Chief Executive Officer that (1) any required local match funds are available; (2) the Greater Cleveland Regional Transit Authority is willing to provide the local match amount for any funding awarded to it by NOACA and (3) the Greater Cleveland Regional Transit~~

Authority represents in writing to NOACA that it is willing to provide the local match amount for any funding awarded to it by NOACA .

(e) That the General Manager, Chief Executive Officer is authorized to accept the funds resulting from the NOACA financial assistance and capital programs.

465.01465.07 PRIVATE GRANTS.

The ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ is hereby authorized to borrow or accept grants from private sources in accordance with State law.

(Res. 2016-69. Passed 8-16-16.)

**465.02465.08 AUTHORITY OF ACTING GENERAL MANAGER/
~~SECRETARY-TREASURER, CHIEF EXECUTIVE OFFICER.~~**

In the absence of the ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~, the Acting ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ of the Authority is hereby authorized to perform any and all of the functions described in this chapter.

(Res. 1992-17. Passed 1-21-92; Res. 1992-157. Passed 9-22-92; Res. 1992-158. Passed 9-22-92; Res. 2016-69. Passed 8-16-16.)

RESOLUTION NO. 2023-104

AMENDING CHAPTER 465 FINANCIAL ASSISTANCE OF THE CODIFIED
RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL
TRANSIT AUTHORITY

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees ("Board") 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 465 Financial Assistance should be amended to streamline the process for applying for grants.

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 465 Financial Assistance is hereby amended to read as specified in Attachment A hereto.

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

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

Attachment: A. Chapter 465 Financial Assistance

Adopted: December 19, 2023

President

Attest: _____
Secretary-Treasurer

Resolution Attachment A

CHAPTER 465
Financial Assistance

465.01	Federal grant applications.	Northeast Ohio Areawide
465.02	State grant applications.	Coordinating Agency
465.03	Execution of grant contracts.	("NOACA")
465.04	Documents, reports and information.	465.07 Private grants.
465.05	Acceptance and expenditure of funds.	465.08 Authority of Acting General Manager, Chief Executive Officer.
465.06	Funds Allocated by the	

CROSS REFERENCES

Federal Grants (MAP-21) – see 49 U.S.C.A. Chapter 53

Requirements to receive federal grants – see 49 U.S.C. 5807(R) (1)

Borrowing from federal, state, other governmental or private source - see Ohio R.C. 306.35(J)

Grants from the United States, the State of Ohio, other governmental or private sources – see Ohio R.C. 306.35(R)

Grants for assistance for elderly and disabled – see Ohio R.C. 5501.07(B)

Department of Internal Audit – see ADM. Ch. 260

Internal audit policies and procedures – see ADM. Ch. 262

Finance Division – see ADM. Ch. 286

Contracts and procurements – see FIN. Ch. 410

Debt policies – see FIN. Ch. 420

465.01 FEDERAL GRANT APPLICATIONS.

(a) Federal Grants.

- (1) The General Manager, Chief Executive Officer may execute and file applications for federal assistance on behalf of the Greater Cleveland Regional Transit Authority.
- (2) The General Manager, Chief Executive Officer may execute and file with its applications, certifications and assurances and other documents the awarding agency may require for a federal assistance grant or cooperating agreement. (Res. 2007-165. Passed 11-20-07.)

(b) The General Manager, Chief Executive Officer may submit grant applications to the State of Ohio Department of Transportation, to provide for the state's share of the non-federal funds necessary for federal grant

applications executed and filed as provided for in subsection (a)(1) hereof, and state funding for other eligible transit projects. (Res. 1992-158. Passed 9-22-92. Res. 2016-69. Passed 8-16-16. Res. 2023- XXX. Passed 12-19-23.)

465.02 STATE GRANT APPLICATIONS.

The General Manager, Chief Executive Officer may file grant applications, along with any necessary certifications and documentation, to the State of Ohio for state grant funds on behalf of the Greater Cleveland Regional Transit Authority. (Res. 1992-17. Passed 1-21-92; Res. 1992-158. Passed 9-22-92; Res. 1993-158. Passed 9-21-93; Res. 2016-69. Passed 8-16-16.)

465.03 EXECUTION OF GRANT CONTRACTS.

(a) The General Manager, Chief Executive Officer may execute grant and cooperative agreements with awarding federal agencies on behalf of the Authority.

(b) The General Manager, Chief Executive Officer may execute grant contracts with the State of Ohio on behalf of the Authority. (Res. 2016-69. Passed 8-16-16.)

465.04 DOCUMENTS, REPORTS AND INFORMATION.

(a) Information Required by the State of Ohio. The General Manager, Chief Executive Officer may furnish such additional information, assurances or other documentation, execute any and all documents or assurances and make such reports as is necessary and required by the State of Ohio for state grant funds on behalf of the Authority. (Res. 1992-17. Passed 1-21-92.)

(b) Information Required by the United States Government.

- (1) The General Manager, Chief Executive Officer may execute and file assurances or other documents, and furnish such additional information as the awarding federal agencies may require in connection with federal grant applications on behalf of the Authority.
- (2) The General Manager, Chief Executive Officer may set forth and execute affirmative minority business policies in connection with the procurement needs for projects funded by federal grants. (Res. 1993-156. Passed 9-21-93; Res. 2016-69. Passed 8-16-16.)

465.05 ACCEPTANCE AND EXPENDITURE OF FUNDS.

(a) The General Manager, Chief Executive Officer may accept federal funds from awarding federal agencies on behalf of the Authority and expend such funds in accordance with applicable law, regulations and grant agreements. (Res. 2007-165. Passed 11-20-07.)

(b) The General Manager, Chief Executive Officer may accept and receive funds from the State of Ohio and expend the same pursuant to the terms and conditions of corresponding grant contracts with the State of Ohio. (Res. 1992-17. Passed 1-21-92.)

465.06 FUNDS ALLOCATED BY THE NORTHEAST OHIO AREAWIDE COORDINATING AGENCY (“NOACA”)

(a) That the General Manager, Chief Executive Officer is hereby authorized to file applications, as required, and to execute contracts, as required, on behalf of the Greater Cleveland Regional Transit Authority with the Northeast Ohio Areawide Coordinating Agency ("NOACA") for financial assistance and capital project programs (including transfer of highway funds) under all NOACA programs.

(b) That the General Manager, Chief Executive Officer is authorized to execute and file such applications, any assurances or any other documentation required by NOACA under the financial assistance and capital project programs.

(c) That the General Manager, Chief Executive Officer is authorized to furnish such additional information as NOACA may require.

(d) That that the authority granted in subsections (a) – (c) hereof is conditioned upon an assessment by the General Manger, Chief Executive Officer that (1) any required local match funds are available; (2) the Greater Cleveland Regional Transit Authority is willing to provide the local match amount for any funding awarded to it by NOACA and (3) the Greater Cleveland Regional Transit Authority represents in writing to NOACA that it is willing to provide the local match amount for any funding awarded to it by NOACA .

(e) That the General Manager, Chief Executive Officer is authorized to accept the funds resulting from the NOACA financial assistance and capital programs.

465.07 PRIVATE GRANTS.

The General Manager, Chief Executive Officer is hereby authorized to borrow or accept grants from private sources in accordance with State law. (Res. 2016-69. Passed 8-16-16.)

465.08 AUTHORITY OF ACTING GENERAL MANAGER, CHIEF EXECUTIVE OFFICER.

In the absence of the General Manager, Chief Executive Officer, the Acting General Manager, Chief Executive Officer of the Authority is hereby authorized to perform any and all of the functions described in this chapter.

(Res. 1992-17. Passed 1-21-92; Res. 1992-157. Passed 9-22-92; Res. 1992-158. Passed 9-22-92; Res. 2016-69. Passed 8-16-16.)



TITLE/DESCRIPTION: AMENDING CHAPTER 212 DEFINITIONS AND INTERPRETATION OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2023-105
	Date: December 14, 2023
	Initiator: Legal
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 212 Definitions and Interpretation of the Codified Rules and Regulations ("Code Book") of the Greater Cleveland Regional Transit Authority ("Authority").
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees of the Greater Cleveland Regional Transit Authority ("Policies and Procedures") 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.

In Resolution No. 2015-100, the Board of Trustees ("Board") changed the name of the Policies and Procedures to the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority.

The proposed amendment will amend Code Book Chapter 212 to update the references to the old name of the Code Book to the new name.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will bring Chapter 212 up to date.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in the Code Book remaining out of date.
- 8.0 RECOMMENDATION: This resolution was discussed at the December 5, 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 ATTACHMENT: A. Red-line of proposed amendments to Chapter 212 Definitions and Interpretation

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

General Manager, Chief Executive Officer

CHAPTER 212
Definitions and Interpretation

212.01	Definitions.	212.04	Construction of section references.
212.02	Rules of construction.	212.05	Conflict of laws.
212.03	Revivor; effect of re-enactment, amendment or repeal.	212.06	Severability.
		212.07	Repeal.

CROSS REFERENCES

Urban mass transportation - see 49 U.S.C.A. 1601 et seq.
Urban Mass Transportation Administration, Department of Transportation - see 49 C.F.R. Ch. VI
Regional transit authorities - see ~~Ohio~~ R.C. 306.30 et seq.
Creation of regional transit authority - see ~~Ohio~~ R.C. 306.31, 306.32
Rules and regulations of Board of Trustees - see ~~Ohio~~ R.C. 306.34
Authority to adopt, amend and repeal bylaws - see ~~Ohio~~ R.C. 306.35(D)
Dissolution of authority or modification of membership - see ~~Ohio~~ R.C. 306.54
Penalty for violations of ~~county transit system rules and regulations~~ [Section 306.35\(D\)\(4\)](#) - see ~~Ohio~~ R.C. 306.99(B)
Interpretation of Bylaws - see Bylaws Art. IX
Amendments and supplements - see ADM. 210.02

212.01 DEFINITIONS.

As used in these ~~Policies and Procedures~~ [Codified Rules and Regulations of the Board of Trustees of the Greater Cleveland Regional Transit Authority](#), unless otherwise expressly provided or the context otherwise requires:

- (a) "And" may be read "or," and "or" may be read "and," if the sense requires it.
- (b) "Authority" means the Greater Cleveland Regional Transit Authority, established pursuant to ~~Ohio~~ R.C. 306.32.
- (c) "Board" means the Board of Trustees of the Greater Cleveland Regional Transit Authority, appointed as provided in ~~Ohio~~ R.C. 306.33.
- (d) "County" means Cuyahoga County, Ohio.
- (e) "Land" and "real estate" include rights and easements of an incorporeal nature."
- (f) "Law" means any and all laws, including constitutions, statutes, ordinances, resolutions, rules, regulations, motions and orders, of the United States, any state, any political subdivision of a state, any municipal corporation or any other legal entity.
- (g) "May" is permissive.
- (h) "Month" means a calendar month.
- (i) "Motion" means a legislative enactment of the Board of Trustees that is recorded in the minutes of the Board but which is not separately published.

- (j) "Owner," when applied to property, includes a part owner, joint owner or tenant in common of the whole or any part of such property.
- (k) "Person" means the State, a municipal corporation, a political subdivision, a public or private corporation, an individual, a partnership, a firm, an association, a business trust, an estate, a trust or any other entity.
- (l) "Premises," when used as applicable to property, extends to and includes land and buildings.
- (m) "Property" includes real and personal property and any mixed and lesser estates or interests therein. "Personal property" includes every kind of property except real property; "real property" includes land, tenements and hereditaments.
- (n) "Public place" means any place to or upon which the public resorts or travels, whether such place is owned or controlled by a municipality, the State or the United States, or any agency of the State or the United States, or is a place to or upon which the public resorts or travels by custom or by invitation, express or implied.
- (o) "Reasonable time" means such time only as may be necessary for the prompt performance of an act or the giving of required notice.
- (p) "Residence" means an abode in which a person permanently resides.
- (q) "Resolution" means a legislative enactment of the Board of Trustees that is separately published and recorded.
- (r) "Shall" is mandatory.
- (s) "Sidewalk" means that portion of a street between the curb lines or lateral lines and the right-of-way lines, which is intended for the use of pedestrians.
- (t) "State" means the State of Ohio.
- (u) "Street," "highway" and "alley" mean the entire width subject to an easement for public right of way, or owned in fee by a municipality, county or the State, of every way or place, of whatever nature, whenever any part thereof is open to the use of the public as a matter of right for purposes of public travel. The word "alley" means any such way or place providing a secondary means of ingress and egress from a property.
- (v) "Transit facility" means:

(1) A street railway, motor bus, tramline, subway, monorail, rapid transit, ~~aeroplane~~airplane, helicopter, ferry or other ground or water transportation system having as its primary purpose the regularly scheduled mass movement of passengers between locations within the territorial boundaries of the Greater Cleveland Regional Transit Authority, including all rights of way, power lines, rolling stock, equipment, machinery, terminals, buildings, administration and maintenance and repair facilities, and supporting parking facilities, and franchise rights attendant thereto, but excluding therefrom trucks and facilities designed for use in the movement of property by truck;

(2) Docks, wharves, warehouses, piers and other port, terminal or transportation facilities and marinas;

(3) Facilities used, available for use or designed for use to aid in the

safe taking off or landing of aircraft, for the safety, storage and maintenance of aircraft, for the comfort and accommodation of users of air transportation, including persons, property and mail, or for the safe and efficient operation and maintenance of an airport, and buildings and facilities as are reasonably necessary for the comfort and accommodation of the users of transit facilities; or

(4) Any combination of the foregoing.

(w) "Written" and "in writing" include any representation of words, letters or figures, whether by printing or otherwise.

212.02 RULES OF CONSTRUCTION.

(a) Common and Technical Use. Words and phrases shall be read in context and construed according to the rules of grammar and common usage. Words and phrases that have acquired a technical or particular meaning, whether by legislative definition or otherwise, shall be construed accordingly.

(b) Singular and Plural; Gender; Tense.

(1) The singular includes the plural, and the plural includes the singular.

(2) Words of one gender include the other genders.

(3) Words in the present tense include the future.

(c) Computation of Time.

(1) The time within which an act is required by law to be done shall be computed by excluding the first and including the last day; except that when the last day falls on Sunday or a legal holiday, then the act may be done on the next succeeding day which is not Sunday or a legal holiday.

(2) If a number of months is to be computed by counting the months from a particular day, the period ends on the same numerical day in the concluding month as the day of the month from which the computation is begun, unless there are not that many days in the concluding month, in which case the period ends on the last day of that month.

(3) When an act is to take effect or become operative from and after a day named, no part of that day shall be included.

(d) Liberal Construction. All general provisions, terms, phrases and expressions contained in these [Codified Rules and Regulations Policies and Procedures of the Board of Trustees](#) of the Greater Cleveland Regional Transit Authority shall be liberally construed in order that the true intent and meaning of the Board of Trustees may be fully carried out.

(e) Minimum Requirements. In the interpretation and application of these [Codified Rules and Regulations Policies and Procedures](#), they shall be held to be the minimum requirements adopted for the promotion of the public health, safety, comfort, convenience and general welfare.

212.03 REVIVOR; EFFECT OF RE-ENACTMENT, AMENDMENT OR REPEAL.

(a) The repeal of a repealing provision of these [Codified Rules and Regulations](#)~~Policies and Procedures of the Board of Trustees~~ of the Greater Cleveland Regional Transit Authority does not revive the provision originally repealed or impair the effect of any saving clause therein.

(b) The re-enactment, amendment or repeal of a provision of these [Codified Rules and Regulations](#)~~Policies and Procedures~~ does not, except as provided in subsection (c) hereof:

(1) Affect the prior operation of the provision or any prior action taken thereunder;

(2) Affect any validation, cure, right, privilege, obligation or liability previously acquired, accrued, accorded or incurred thereunder;

(3) Affect any violation thereof or penalty, forfeiture or punishment incurred in respect thereto, prior to the amendment or repeal;

(4) Affect any investigation, proceeding or remedy in respect of any such privilege, obligation, liability, penalty, forfeiture or punishment; and the investigation, proceeding or remedy may be instituted, continued or enforced, and the penalty, forfeiture or punishment imposed, as if the provision had not been repealed or amended.

(c) If the penalty, forfeiture or punishment for any offense is reduced by a re-enactment or amendment of a provision of these [Codified Rules and Regulations](#)~~Policies and Procedures~~, the penalty, forfeiture or punishment, if not already imposed, shall be imposed according to the provision as amended.

212.04 CONSTRUCTION OF SECTION REFERENCES.

(a) A reference to any portion of a provision of these [Policies and Procedures of the Board of Trustees](#)~~Codified Rules and Regulations~~ of the Greater Cleveland Regional Transit Authority applies to all re-enactments or amendments thereof.

(b) References in these [Policies and Procedures](#)~~Codified Rules and Regulations~~ to action taken or authorized under designated sections of these [Policies and Procedures](#)~~Codified Rules and Regulations~~ include, in every case, action taken or authorized under the applicable legislative provision which is superseded by these [Policies and Procedures](#)~~Codified Rules and Regulations~~.

212.05 CONFLICT OF LAWS.

(a) In the event of a conflict or inconsistency between any of the provisions of any resolution or motion enacted by the Board of Trustees and a provision of the Bylaws of the Greater Cleveland Regional Transit Authority, the provision of the Bylaws shall control.

(b) In the event of a conflict or inconsistency between any of the provisions of these ~~Policies and Procedures of the Board of Trustees~~ Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority and another provision of these Codified Rules and Regulations ~~Policies and Procedures~~, including provisions of codes, rules, regulations, agreements, policies, procedures or other documents adopted by reference in these Codified Rules and Regulations ~~Policies and Procedures~~, or otherwise adopted by the Board of Trustees but not codified in full in these Codified Rules and Regulations ~~Policies and Procedures~~, that provision which is later in date shall control, but if neither provision is later in date than the other, then that provision which establishes the higher or stricter standard, or imposes the greater restriction or regulation, shall control.

(c) In the event of a conflict or inconsistency between any of the provisions of these Codified Rules and Regulations ~~Policies and Procedures~~, including provisions of codes, rules, regulations, agreements, policies, procedures or other documents adopted by reference in these Codified Rules and Regulations ~~Policies and Procedures~~, or otherwise adopted by the Board of Trustees but not codified in full in these Codified Rules and Regulations ~~Policies and Procedures~~, and a provision of ~~State-state~~ or ~~Federal-federal~~ law, the provision of ~~State-state~~ or ~~Federal-federal~~ law shall control, except in those cases where the Board of Trustees is expressly authorized by ~~State-state~~ or ~~Federal-federal~~ law to enact legislation that is not consistent with ~~State-state~~ and/or ~~Federal-federal~~ law.

212.06 SEVERABILITY.

(a) Each section and each part of each section of these Codified Rules and Regulations ~~Policies and Procedures of the Board of Trustees~~ of the Greater Cleveland Regional Transit Authority is hereby declared to be an independent section or part of a section and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any such section or part of a section, or any provision thereof, or the application thereof to any person or circumstance, is held to be invalid or unconstitutional, the remaining sections or parts of sections and the application of such provision to any other person or circumstance, other than those as to which it is held invalid or unconstitutional, shall not be affected thereby, and it is hereby declared to be the legislative intent that these Codified Rules and Regulations ~~Policies and Procedures~~ would have been adopted independently of such section or part of a section so held to be invalid.

(b) The provisions of this section shall apply to the amendment of any section of these Codified Rules and Regulations ~~Policies and Procedures~~, whether or not the wording of this section is set forth in the amendatory resolution or motion.

212.07 REPEAL.

(a) All motions and resolutions and parts of motions and resolutions of the Board of Trustees, and all rules, regulations and orders promulgated under authority of such

| motions and resolutions, or under authority of ~~State-state~~ or ~~Federal-federal~~ law, that
| are in conflict with or in any manner inconsistent with any of the provisions of these
Codified Rules and Regulations ~~Policies and Procedures of the Board of Trustees~~ of
the Greater Cleveland Regional Transit Authority, are hereby repealed.

(b) The repeal of any motion, resolution, rule, regulation or order shall not affect any punishment or penalty incurred before the repeal takes effect, or any suit, prosecution or proceeding pending at the time of the repeal, for an offense committed or cause of action arising under the motion, resolution, rule, regulation or order repealed.

RESOLUTION NO. 2023-105

AMENDING CHAPTER 212 DEFINITIONS AND INTERPRETATION OF THE
CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND
REGIONAL TRANSIT AUTHORITY

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

WHEREAS, pursuant to Resolution No. 2015-100, the Board changed the name of its policies from "Policies and Procedures of the Board of Trustees of the Greater Cleveland Regional Transit Authority" to "Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority" ("Code Book"); and

WHEREAS, the Authority has conducted a review and determined that Chapter 212 Definitions and Interpretation should be amended to update the name of the Code Book.

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 212 Definitions and Interpretation is hereby amended to read as specified in Attachment A hereto.

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

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

Attachment: A. Chapter 212 Definitions and Interpretation

Adopted: December 19, 2023

President

Attest: _____
Secretary-Treasurer

Resolution Attachment A

CHAPTER 212
Definitions and Interpretation

212.01	Definitions.	212.04	Construction of section references.
212.02	Rules of construction.	212.05	Conflict of laws.
212.03	Revivor; effect of re-enactment, amendment or repeal.	212.06	Severability.
		212.07	Repeal.

CROSS REFERENCES

Urban mass transportation - see 49 U.S.C.A. 1601 et seq.

Urban Mass Transportation Administration, Department of Transportation - see 49 C.F.R. Ch. VI

Regional transit authorities - see R.C. 306.30 et seq.

Creation of regional transit authority - see R.C. 306.31, 306.32 Rules and regulations of Board of Trustees - see R.C. 306.34 Authority to adopt, amend and repeal bylaws - see R.C. 306.35(D)

Dissolution of authority or modification of membership - see R.C. 306.54 Penalty for violations of Section 306.35(D)(4) - see R.C. 306.99(B)

Interpretation of Bylaws - see Bylaws Art. X Amendments and supplements - see ADM. 210.02

212.01 DEFINITIONS.

As used in these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, unless otherwise expressly provided or the context otherwise requires:

- (a) "And" may be read "or," and "or" may be read "and," if the sense requires it.
- (b) "Authority" means the Greater Cleveland Regional Transit Authority, established pursuant to R.C. 306.32.
- (c) "Board" means the Board of Trustees of the Greater Cleveland Regional Transit Authority, appointed as provided in R.C. 306.33.
- (d) "County" means Cuyahoga County, Ohio.
- (e) "Land" and "real estate" include rights and easements of an incorporeal nature."
- (f) "Law" means any and all laws, including constitutions, statutes, ordinances, resolutions, rules, regulations, motions and orders, of the United States, any state, any political subdivision of a state, any municipal corporation or any other legal entity.
- (g) "May" is permissive.
- (h) "Month" means a calendar month.
- (i) "Motion" means a legislative enactment of the Board of Trustees that is recorded in the minutes of the Board but which is not separately published.
- (j) "Owner," when applied to property, includes a part owner, joint owner or

tenant in common of the whole or any part of such property.

- (k) "Person" means the State, a municipal corporation, a political subdivision, a public or private corporation, an individual, a partnership, a firm, an association, a business trust, an estate, a trust or any other entity.
- (l) "Premises," when used as applicable to property, extends to and includes land and buildings.
- (m) "Property" includes real and personal property and any mixed and lesser estates or interests therein. "Personal property" includes every kind of property except real property; "real property" includes land, tenements and hereditaments.
- (n) "Public place" means any place to or upon which the public resorts or travels, whether such place is owned or controlled by a municipality, the State or the United States, or any agency of the State or the United States, or is a place to or upon which the public resorts or travels by custom or by invitation, express or implied.
- (o) "Reasonable time" means such time only as may be necessary for the prompt performance of an act or the giving of required notice.
- (p) "Residence" means an abode in which a person permanently resides.
- (q) "Resolution" means a legislative enactment of the Board of Trustees that is separately published and recorded.
- (r) "Shall" is mandatory.
- (s) "Sidewalk" means that portion of a street between the curb lines or lateral lines and the right-of-way lines, which is intended for the use of pedestrians.
- (t) "State" means the State of Ohio.
- (u) "Street," "highway" and "alley" mean the entire width subject to an easement for public right of way, or owned in fee by a municipality, county or the State, of every way or place, of whatever nature, whenever any part thereof is open to the use of the public as a matter of right for purposes of public travel. The word "alley" means any such way or place providing a secondary means of ingress and egress from a property.
- (v) "Transit facility" means:

(1) A street railway, motor bus, tramline, subway, monorail, rapid transit, airplane, helicopter, ferry or other ground or water transportation system having as its primary purpose the regularly scheduled mass movement of passengers between locations within the territorial boundaries of the Greater Cleveland Regional Transit Authority, including all rights of way, power lines, rolling stock, equipment, machinery, terminals, buildings, administration and maintenance and repair facilities, and supporting parking facilities, and franchise rights attendant thereto, but excluding therefrom trucks and facilities designed for use in the movement of property by truck;

(2) Docks, wharves, warehouses, piers and other port, terminal or transportation facilities and marinas;

(3) Facilities used, available for use or designed for use to aid in the safe taking off or landing of aircraft, for the safety, storage and maintenance of aircraft, for the comfort and accommodation of users of air transportation, including persons, property and mail, or for the safe and efficient operation and maintenance of

an airport, and buildings and facilities as are reasonably necessary for the comfort and accommodation of the users of transit facilities; or

(4) Any combination of the foregoing.

(w) "Written" and "in writing" include any representation of words, letters or figures, whether by printing or otherwise.

212.02 RULES OF CONSTRUCTION.

(a) Common and Technical Use. Words and phrases shall be read in context and construed according to the rules of grammar and common usage. Words and phrases that have acquired a technical or particular meaning, whether by legislative definition or otherwise, shall be construed accordingly.

(b) Singular and Plural; Gender; Tense.

(1) The singular includes the plural, and the plural includes the singular.

(2) Words of one gender include the other genders.

(3) Words in the present tense include the future.

(c) Computation of Time.

(1) The time within which an act is required by law to be done shall be computed by excluding the first and including the last day; except that when the last day falls on Sunday or a legal holiday, then the act may be done on the next succeeding day which is not Sunday or a legal holiday.

(2) If a number of months is to be computed by counting the months from a particular day, the period ends on the same numerical day in the concluding month as the day of the month from which the computation is begun, unless there are not that many days in the concluding month, in which case the period ends on the last day of that month.

(3) When an act is to take effect or become operative from and after a day named, no part of that day shall be included.

(d) Liberal Construction. All general provisions, terms, phrases and expressions contained in these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority shall be liberally construed in order that the true intent and meaning of the Board of Trustees may be fully carried out.

(e) Minimum Requirements. In the interpretation and application of these Codified Rules and Regulations, they shall be held to be the minimum requirements adopted for the promotion of the public health, safety, comfort, convenience and general welfare.

212.03 REVIVOR; EFFECT OF RE-ENACTMENT, AMENDMENT OR REPEAL.

(a) The repeal of a repealing provision of these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority does not revive the provision

originally repealed or impair the effect of any saving clause therein.

(b) The re-enactment, amendment or repeal of a provision of these Codified Rules and Regulations does not, except as provided in subsection (c) hereof:

(1) Affect the prior operation of the provision or any prior action taken thereunder;

(2) Affect any validation, cure, right, privilege, obligation or liability previously acquired, accrued, accorded or incurred thereunder;

(3) Affect any violation thereof or penalty, forfeiture or punishment incurred in respect thereto, prior to the amendment or repeal;

(4) Affect any investigation, proceeding or remedy in respect of any such privilege, obligation, liability, penalty, forfeiture or punishment; and the investigation, proceeding or remedy may be instituted, continued or enforced, and the penalty, forfeiture or punishment imposed, as if the provision had not been repealed or amended.

(c) If the penalty, forfeiture or punishment for any offense is reduced by a re-enactment or amendment of a provision of these Codified Rules and Regulations, the penalty, forfeiture or punishment, if not already imposed, shall be imposed according to the provision as amended.

212.04 CONSTRUCTION OF SECTION REFERENCES.

(a) A reference to any portion of a provision of these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority applies to all re-enactments or amendments thereof.

(b) References in these Codified Rules and Regulations to action taken or authorized under designated sections of these Codified Rules and Regulations include, in every case, action taken or authorized under the applicable legislative provision which is superseded by these Codified Rules and Regulations.

212.05 CONFLICT OF LAWS.

(a) In the event of a conflict or inconsistency between any of the provisions of any resolution or motion enacted by the Board of Trustees and a provision of the Bylaws of the Greater Cleveland Regional Transit Authority, the provision of the Bylaws shall control.

(b) In the event of a conflict or inconsistency between any of the provisions of these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority and another provision of these Codified Rules and Regulations, including provisions of codes, rules, regulations, agreements, policies, procedures or other documents adopted by reference in these Codified Rules and Regulations, or otherwise adopted by the Board of Trustees but not codified in full in these Codified Rules and Regulations, that provision which is later in date shall control, but if neither provision is later in date than the other, then that provision which establishes the higher or stricter standard, or imposes the greater restriction or regulation, shall control.

(c) In the event of a conflict or inconsistency between any of the provisions of these Codified Rules and Regulations, including provisions of codes, rules, regulations, agreements, policies, procedures or other documents adopted by reference in these Codified Rules and Regulations, or otherwise adopted by the Board of Trustees but not codified in full in these Codified Rules and Regulations, and a provision of state or federal law, the provision of state or federal law shall control, except in those cases where the Board of Trustees is expressly authorized by state or federal law to enact legislation that is not consistent with state and/or federal law.

212.06 SEVERABILITY.

(a) Each section and each part of each section of these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority is hereby declared to be an independent section or part of a section and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any such section or part of a section, or any provision thereof, or the application thereof to any person or circumstance, is held to be invalid or unconstitutional, the remaining sections or parts of sections and the application of such provision to any other person or circumstance, other than those as to which it is held invalid or unconstitutional, shall not be affected thereby, and it is hereby declared to be the legislative intent that these Codified Rules and Regulations would have been adopted independently of such section or part of a section so held to be invalid.

(b) The provisions of this section shall apply to the amendment of any section of these Codified Rules and Regulations, whether or not the wording of this section is set forth in the amendatory resolution or motion.

212.07 REPEAL.

(a) All motions and resolutions and parts of motions and resolutions of the Board of Trustees, and all rules, regulations and orders promulgated under authority of such motions and resolutions, or under authority of state or federal law, that are in conflict with or in any manner inconsistent with any of the provisions of these Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, are hereby repealed.

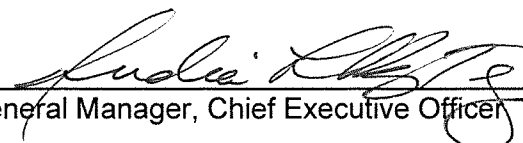
(b) The repeal of any motion, resolution, rule, regulation or order shall not affect any punishment or penalty incurred before the repeal takes effect, or any suit, prosecution or proceeding pending at the time of the repeal, for an offense committed or cause of action arising under the motion, resolution, rule, regulation or order repealed.



TITLE/DESCRIPTION: APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FRATERNAL ORDER OF POLICE/OHIO LABOR COUNCIL, INC. COVERING CONDITIONS OF EMPLOYMENT FOR TRANSIT POLICE LIEUTENANTS	Resolution No.: 2023-106
	Date: December 14, 2023
	Initiator: Human Resources
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 approve a Collective Bargaining Agreement (“CBA”) with the Fraternal Order of Police/Ohio Labor Council, Inc. (“FOP/OLC”). The term of the agreement will be from the signing of the contract through August 31, 2026. The proposed CBA describes the “Conditions of Employment” for lieutenants of the Greater Cleveland Regional Transit Authority (“GCRTA”) Transit Police Department covered by the FOP/OLC Gold bargaining unit. This CBA covers about 4 to 5 employees of GCRTA’s approximate 2,200 active positions.
- 2.0 DESCRIPTION/JUSTIFICATION: The FOP/OLC Gold bargaining unit is a newly recognized bargaining unit. Negotiations for an agreement for this bargaining unit commenced on September 7, 2023. Four joint bargaining sessions occurred during September through November of 2023 between representatives of the FOP/OLC and the GCRTA. These negotiations culminated in a tentative agreement for a CBA being reached between the parties on November 27, 2023. The CBA was approved by union membership on December 4, 2023.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: The subject action has important policy implications, principally in the areas of cost control and labor relations.
- 6.0 ECONOMIC IMPACT: The estimated costs and savings associated with the major economic provisions of the proposed CBA will be provided to the Board of Trustees.
- 7.0 ALTERNATIVES: Not approve the proposed CBA. Management would be required to direct the staff to return to the bargaining table with the FOP/OLC to seek further changes or revisions.
- 8.0 RECOMMENDATIONS: It is recommended that the Board of Trustees approve the proposed CBA with the FOP/OLC.
- 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. 2023-106

APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FRATERNAL ORDER OF POLICE/OHIO LABOR COUNCIL, INC. COVERING CONDITIONS OF EMPLOYMENT FOR TRANSIT POLICE LIEUTENANTS

WHEREAS, the lieutenants of the Greater Cleveland Regional Transit Authority ("GCRTA") Transit Police Department sought representation with the Fraternal Order of Police/Ohio Labor Council, Inc. ("FOP/OLC") and were recognized as the FOP/OLC Gold bargaining unit; and

WHEREAS, collective bargaining between representatives of the FOP/OLC and representatives of the GCRTA has produced a proposed Collective Bargaining Agreement ("CBA") covering the period from the signing date of the agreement through August 31, 2026; and

WHEREAS, the members of the FOP/OLC Gold bargaining unit ratified the proposed CBA on December 4, 2023.

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

Section 1. That the CBA for employees represented by the FOP/OLC Gold bargaining unit, as negotiated, be and it is hereby approved, and the General Manager is authorized to execute said agreement.

Section 2. That said contract will be funded through the General Fund.

Section 3. That the CBA will become effective upon the signing of the agreement by the parties.

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

Adopted: December 19, 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 NOVEMBER 30, 2023 AND NOVEMBER 30, 2022

	CURRENT MONTH			YEAR TO DATE				
	November			2023				
	2023	2022	CHANGE	2023	2022	CHANGE	%CHANGE	% OF TOTAL
PASSENGER FARES:								
CASH FARES	\$ 816,440	\$ 812,901	\$ 3,539	\$ 9,303,341	\$ 9,053,749	\$ 249,592	2.76%	3.42%
PASS/TICKET SALES	654,062	630,287	23,775	6,572,958	5,839,856	733,102	12.55%	2.41%
STUDENT FARECARDS	16,572	17,686	(1,114)	689,487	4,394,036	(3,704,549)	(84.31)%	0.25%
U-PASS	-	-	-	2,226,827	2,513,745	(286,918)	(11.41)%	0.82%
MOBILE TICKETING	652,650	532,968	119,682	6,275,963	4,538,431	1,737,532	38.28%	2.30%
TOTAL PASSENGER FARES	2,139,724	1,993,842	145,882	25,069,576	26,339,817	(1,271,241)	(4.83)%	9.20%
SALES AND USE TAX REVENUE:								
SALES & USE TAX	21,618,960	21,022,885	596,075	239,238,096	232,198,497	7,039,599	3.03%	87.84%
TOTAL SALES AND USE TAX REVENUE	21,618,960	21,022,885	596,075	239,238,096	232,198,497	7,039,599	3.03%	87.84%
OTHER REVENUE:								
ADVERTISING/CONCESSIONS/COMMISSIONS	6,819	8,667	(1,848)	1,250,703	2,044,744	(794,041)	(38.83)%	0.46%
NAMING RIGHTS/LESS COMMISSIONS	-	-	-	436,515	416,863	19,652	4.71%	0.16%
RENTAL INCOME	36,643	27,954	8,689	290,516	287,153	3,363	1.17%	0.11%
INTEREST INCOME	76,314	126,170	(49,856)	1,240,712	639,295	601,417	94.08%	0.46%
OTHER	14,902	3,657	11,245	302,482	222,364	80,118	36.03%	0.11%
TOTAL OTHER REVENUE	134,678	166,448	(31,770)	3,520,928	3,610,419	(89,491)	(2.48)%	1.29%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:								
FUEL/CNG/PROPANE TAX REFUNDS	58,950	-	58,950	1,920,593	1,393,496	527,097	37.83%	0.71%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	-	2,390	(2,390)	661,418	54,483	606,935	1113.99%	0.24%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	1,165,419	344,112	821,307	238.67%	0.43%
FEDERAL OPERATING ASSISTANCE	1,025	-	1,025	35,424	1,063,932	(1,028,508)	(96.67)%	0.01%
MISCELLANEOUS RECEIPTS	26,179	57,116	(30,937)	745,577	1,632,595	(887,018)	(54.33)%	0.27%
FEDERAL ARP	-	-	-	-	81,293,421	(81,293,421)	-	0.00%
TOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	86,154	59,506	26,648	4,528,431	85,782,039	(81,253,608)	(94.72)%	1.66%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 23,979,516	\$ 23,242,681	\$ 736,835	\$ 273,356,031	\$ 347,930,771	\$ (75,574,741)	(21.72)%	100.00%



**THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	CURRENT MONTH			YEAR TO DATE				
	BUDGET	ACTUAL	VARIANCE	%VARIANCE	BUDGET	ACTUAL	VARIANCE	%VARIANCE
PASSENGER FARES:								
CASH FARES	\$ 600,000	\$ 816,440	\$ 216,440	36.07%	\$ 7,500,000	\$ 9,303,341	\$ 1,803,341	24.04%
PASS/TICKET SALES	500,000	654,062	154,062	30.81%	6,900,000	6,572,958	(327,042)	(4.74%)
STUDENT FARECARDS	1,000	16,572	15,572	1557.20%	264,000	689,487	425,487	161.17%
U-PASS	100,000	-	(100,000)	-	1,890,000	2,226,827	336,827	17.82%
MOBILE TICKETING	528,099	652,650	124,551	23.58%	6,153,167	6,275,963	122,796	2.00%
TOTAL PASSENGER FARES	1,729,099	2,139,724	410,625	23.75%	22,707,167	25,068,576	2,361,409	10.40%
SALES AND USE TAX REVENUE:								
SALES & USE TAX	21,222,252	21,618,960	396,708	1.87%	236,265,603	239,238,096	2,972,493	1.26%
TOTAL OPERATING SUBSIDIES	21,222,252	21,618,960	396,708	1.87%	236,265,603	239,238,096	2,972,493	1.26%
OTHER REVENUE:								
ADVERTISING/CONCESSIONS/COMMISSIONS	12,060	6,819	(5,241)	(43.46%)	2,051,701	1,250,703	(800,998)	(39.04%)
NAMING RIGHTS LESS COMMISSIONS	-	-	-	-	327,150	436,515	109,365	33.43%
RENTAL INCOME	40,000	36,643	(3,357)	(8.39%)	260,000	290,516	30,516	11.74%
INTEREST INCOME	50,000	76,314	26,314	52.63%	550,000	1,240,712	690,712	125.58%
OTHER	110,000	14,902	(95,098)	(86.45%)	1,090,000	302,482	(787,518)	(72.25%)
TOTAL OTHER REVENUE	212,060	134,678	(77,382)	(36.49%)	4,278,851	3,520,928	(757,923)	(17.71%)
REIMBURSEMENTS AND OTHER SOURCES OF CASH:								
FUEL/CNG/PROPANE TAX REFUNDS	200,000	58,950	(141,050)	(70.53%)	1,150,000	1,920,593	770,593	67.01%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	50,000	-	(50,000)	-	390,000	661,418	271,418	69.59%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	200,000	-	(200,000)	-	800,000	1,165,419	365,419	45.68%
FEDERAL OPERATING ASSISTANCE	-	1,025	1,025	-	-	35,424	35,424	-
MISCELLANEOUS RECEIPTS	211,017	26,179	(184,838)	(87.59%)	1,276,144	745,577	(530,567)	(41.58%)
FEDRAL ARP	-	-	-	-	-	-	-	-
TOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	661,017	86,154	(574,863)	(86.97%)	3,616,144	4,528,431	912,287	25.23%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 23,824,428	\$ 23,979,516	\$ 155,088	0.65%	\$ 266,867,765	\$ 272,356,031	\$ 5,488,266	2.06%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF NOVEMBER 30, 2023

FUND	DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND									
TOTAL BOND RETIREMENT FUND	11/30/2023	12/11/2023	MONEY MARKET	HUNTINGTON BANK	1	\$ 9,844,998	\$ -	1	5.01%
						\$ 9,844,998	\$ -		5.01%
GENERAL FUND									
	11/30/2023	12/11/2023	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$ 171,922	\$ -	1	2.70%
	3/1/2021	3/1/2024	FFCB	STIFEL NICOLAUS	1095	4,997,500	3,160	91	0.25%
	1/27/2022	1/27/2025	FHLB	STIFEL NICOLAUS	1095	3,000,000	12,600	423	1.20%
	4/22/2002	4/22/2025	FHLB	STIFEL NICOLAUS	1095	3,000,000	100,750	508	3.00%
	6/27/2022	6/27/2025	FHLB	STIFEL NICOLAUS	1095	8,167,887	117,863	573	3.33%
	11/30/2023	12/11/2023	STAR OHIO	STATE OF OHIO	1	18,875,960	-	1	5.74%
	11/30/2023	12/11/2023	EMPLOYEE ACTIVITY FUND	KEY BANK	1	301,124	-	1	2.70%
	11/30/2023	12/11/2023	PNC CUSTODY ACCOUNT	PNC BANK	1	675,205	-	1	5.23%
	11/30/2023	12/11/2023	SALES TAX ACCOUNT	HUNTINGTON BANK	1	36,589	-	1	5.01%
	11/30/2023	12/11/2023	KEY ECR	KEY BANK	1	3,178,339	-	1	2.70%
TOTAL GENERAL FUND						\$ 42,404,526	\$ 234,372		3.84%
INSURANCE FUND									
	11/30/2023	12/11/2023	STAR OHIO	STATE OF OHIO	1	\$ 4,288,089	\$ -	1	5.74%
	11/30/2023	12/11/2023	KEY ECR	KEY BANK	1	530	-	1	2.70%
TOTAL INSURANCE FUND						\$ 4,288,619	\$ -		5.74%
LAW ENFORCEMENT FUND									
	11/30/2023	12/11/2023	KEY ECR	KEY BANK-SWEEP	1	\$ 17,296	\$ -	1	2.70%
	11/30/2023	12/11/2023	STAR OHIO	STATE OF OHIO	1	321,457	-	1	5.74%
TOTAL LAW ENFORCEMENT FUND						\$ 338,753	\$ -		5.33%
LOCAL MATCH FUND									
	11/30/2023	12/11/2023	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$ 54,254,771	\$ -	1	5.74%
	3/28/2022	6/28/2024	FHLB	STIFEL NICOLAUS	546	2,344,125	7,019	217	1.79%
	3/14/2022	3/10/2025	FFCB	STIFEL NICOLAUS	1090	4,981,225	20,778	494	2.00%
	5/24/2022	5/12/2025	FHLMC	STIFEL NICOLAUS	1083	9,997,110	322,792	617	3.06%
	6/27/2022	6/27/2025	FHLB	STIFEL NICOLAUS	1095	15,000,000	216,450	603	3.33%
	8/30/2022	8/28/2025	FHLB	STIFEL NICOLAUS	1095	15,000,000	815,000	667	4.00%
	9/30/2022	9/30/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	272,931	699	4.30%
	10/24/2022	4/4/2025	FHLMC	STIFEL NICOLAUS	891	1,133,865	63,371	519	5.04%
	10/27/2022	10/27/2025	FHLB	STIFEL NICOLAUS	1094	2,077,920	62,111	725	5.04%
	10/28/2022	10/28/2025	FHLMC	STIFEL NICOLAUS	1294	1,498,500	45,688	726	5.14%
	12/16/2022	12/16/2024	FHLMC	HILLTOP SECURITIES	730	5,000,000	115,972	46	5.00%
	1/17/2023	1/17/2025	FHLMC	HILLTOP SECURITIES	730	4,800,000	90,667	384	5.00%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF NOVEMBER 30, 2023

FUND	DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
LOCAL MATCH FUND-Cont	2/17/2023	11/17/2025	FFCB	STIFEL NICOLAUS	1003	5,000,000	211,719	747	5.33%
	2/27/2023	8/27/2025	FHLB	STIFEL NICOLAUS	910	10,000,000	394,340	636	5.13%
	2/28/2023	2/28/2025	FHLMC	HILLTOP SECURITIES	731	5,000,000	193,583	881	5.06%
	3/6/2023	3/6/2026	FHLB	STIFEL NICOLAUS	1095	5,000,000	70,833	923	6.00%
	11/30/2023	12/1/2023	LOCAL MATCH-KEY ECR	KEY BANK-SWEEP	1	275,735	-	1	2.70%
	11/30/2023	12/1/2023	GRANT-ECR	KEY BANK	1	1,295,712	-	1	2.70%
	11/30/2023	12/1/2023	CATCH BASIN-KEY ECR	KEY BANK	1	102,851	-	1	2.70%
TOTAL LOCAL MATCH FUND						\$ 147,761,814	\$ 2,903,253		4.73%
PENSION FUND	11/30/2023	12/1/2023	KEY ECR	KEY BANK	1	1,040	-	1	2.70%
	11/30/2023	12/1/2023	STAR OHIO	STATE OF OHIO	1	1,389,130	-	1	5.74%
TOTAL PENSION FUND						\$ 1,390,170	\$ -		5.74%
RTA CAPITAL FUND	11/30/2023	12/1/2023	KEY ECR	KEY BANK	1	343,570	-	1	2.70%
	5/2/2022	4/30/2024	US TREASURY NOTE	HILLTOP SECURITIES	513	4,994,198	137,153	213	2.66%
	3/25/2022	9/25/2024	FHLB	STIFEL NICOLAUS	913	1,845,375	5,935	298	1.85%
	3/28/2022	3/28/2024	FHLB	STIFEL NICOLAUS	454	1,845,375	5,164	118	1.70%
	8/26/2021	8/26/2024	FHLB	STIFEL NICOLAUS	1095	5,000,000	27,472	267	0.43%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	3,000,000	28,975	302	0.57%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	2,000,000	19,317	302	0.57%
	4/5/2021	4/5/2024	FFCB	STIFEL NICOLAUS	1095	2,000,000	7,700	126	0.33%
TOTAL RTA CAPITAL FUND						\$ 21,028,518	\$ 231,716		1.23%
RESERVE FUND	4/14/2022	4/14/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	150,208	761	2.63%
	6/30/2022	6/30/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	74,861	547	3.50%
	9/30/2022	9/30/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	272,931	599	4.30%
	8/30/2022	8/28/2024	FHLB	HILLTOP SECURITIES	363	5,000,000	48,958	277	3.75%
	12/9/2021	12/9/2024	FFCB from GF	STIFEL NICOLAUS	1095	4,994,765	22,958	344	0.96%
	5/23/2022	5/23/2025	FHLB from GF	STIFEL NICOLAUS	1095	5,000,000	86,215	540	3.25%
	8/26/2022	2/28/2024	FHLB from GF	HILLTOP SECURITIES	551	5,000,000	230,272	268	3.62%
	11/15/2021	11/15/2024	US TREASURY from GF	STIFEL NICOLAUS	1095	4,995,508	41,167	351	0.78%
	1/27/2023	1/27/2026	FHLMC	STIFEL NICOLAUS	1095	5,000,000	90,840	549	5.15%
	2/15/2023	6/28/2024	FHLB	STIFEL NICOLAUS	511	938,537	21,675	195	5.03%
	2/17/2023	11/17/2025	FFCB	STIFEL NICOLAUS	1003	5,000,000	211,719	689	5.33%
	2/24/2023	12/20/2024	FHLB	HILLTOP SECURITIES	668	5,000,000	71,458	361	5.25%
	2/27/2023	8/27/2025	FHLB	STIFEL NICOLAUS	911	5,000,000	197,170	575	5.13%
	2/28/2023	2/28/2025	FHLMC	HILLTOP SECURITIES	731	5,000,000	193,583	605	5.06%
	2/28/2023	2/28/2025	FHLMC	HILLTOP SECURITIES	731	10,000,000	361,667	605	5.27%
	3/6/2023	3/6/2026	FHLB	STIFEL NICOLAUS	1095	10,000,000	50,000	826	6.00%
	6/16/2023	5/18/2026	FHLMC	HILLTOP SECURITIES	1095	5,000,000	124,151	903	5.36%
	6/22/2023	12/27/2024	FHLMC	STIFEL NICOLAUS	552	5,000,000	120,750	360	5.40%
	7/17/2023	7/17/2026	FFCB	STIFEL NICOLAUS	1095	5,000,000	110,972	928	5.86%
	11/30/2023	12/1/2023	PNC CUSTODY ACCOUNT	PNC BANK	1	5,012,500	-	1	5.23%
	11/30/2023	12/1/2023	KEY ECR	KEY BANK	1	2,844	-	1	2.70%
	11/30/2023	12/1/2023	STAR OHIO	STATE OF OHIO	1	52,141,107	-	1	5.74%
TOTAL RESERVE FUND						\$ 158,055,281	\$ 2,481,558		4.87%
GRAND TOTAL ALL FUNDS						\$ 385,142,679	\$ 5,850,899	330	4.52%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF NOVEMBER 30, 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	\$ 109,100	\$ -	\$ 109,100	\$ 109,100	\$ 1,610,000	\$ 1,719,100	\$ 1,828,200
Series 2015-Sales Tax Rev.	Dec. 2026	15,935,000	398,375	-	398,375	398,375	3,700,000	4,098,375	4,496,750
Series 2016-Sales Tax Rev.	Dec. 2027	6,910,000	172,750	-	172,750	172,750	1,250,000	1,422,750	1,595,500
Series 2019-Sales Tax Rev.	Dec. 2030	10,030,000	250,750	-	250,750	250,750	1,050,000	1,300,750	1,551,500
Total Bonds		\$ 37,915,000	\$ 930,975	\$ -	\$ 930,975	\$ 930,975	\$ 7,610,000	\$ 8,540,975	\$ 9,471,950

Bond Retirement
\$9,844,998

Current Balance (Set Aside for 2023)

\$0

Monthly Set Aside Required

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH NOVEMBER 30, 2023

MONTH	2023				2022					
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MONEYMKT YIELD #	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MARKET YIELD #
JANUARY	\$ 373,600,888	\$ 1,088,754	3.73%	4.26%	4.19%	\$ 286,644,522	\$ 37,367	0.19%	0.16%	0.01%
FEBRUARY	375,262,233	1,025,329	3.96%	4.58%	4.43%	300,470,796	41,380	0.25%	0.25%	0.01%
MARCH	378,391,518	1,443,221	4.11%	4.71%	4.69%	286,315,650	64,394	0.43%	0.42%	0.10%
APRIL	380,299,265	1,438,384	4.19%	4.82%	4.89%	298,367,804	109,508	0.58%	0.63%	0.10%
MAY	383,959,391	1,472,643	4.30%	4.93%	4.93%	346,505,648	283,066	1.05%	0.88%	0.50%
JUNE	382,381,272	1,166,634	4.30%	5.06%	4.97%	359,979,169	356,367	1.64%	1.26%	1.17%
JULY	382,652,131	1,296,004	4.38%	5.19%	5.14%	359,458,838	548,323	2.08%	1.64%	1.76%
AUGUST	382,269,606	2,518,463	4.29%	5.20%	5.28%	350,687,979	755,153	2.20%	2.09%	2.09%
SEPTEMBER	381,897,054	1,211,934	4.46%	5.39%	5.21%	363,347,871	508,240	2.69%	2.56%	2.78%
OCTOBER	375,047,705	2,630,147	4.48%	5.43%	5.22%	355,748,894	1,302,763	2.87%	3.08%	2.97%
NOVEMBER	382,477,148	1,193,770	4.52%	5.45%	5.21%	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	\$ 379,642,114	\$ 16,485,294	4.25%	5.00%	4.92%	\$ 365,933,723	\$ 6,014,894	1.74%	1.71%	1.58%
RTA AVERAGE YIELDS OVER (UNDER) INDEX				-0.75%	-0.68%				0.03%	0.16%

Moving average coupon equivalent yields for 6 month Treasury Bills,

Market Yield equals US Treasury Money Fund 7 Day Yield

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
AS OF NOVEMBER 30, 2023**

BOND RETIREMENT FUND	
HUNTINGTON MONEY MARKET	\$ 41,513.20
TOTAL NOVEMBER	<u>\$ 41,513.20</u>
2023 YEAR TO DATE	307,934.81
2022 YEAR TO DATE	77,772.12
GENERAL FUND	
HUNTINGTON-SALES TAX ACCOUNT	\$ 8,921.88
STAROHIO	48,673.25
KEY BANK SWEEP ACCOUNT	14,105.35
PNC CUSTODY ACCOUNT	4,389.59
MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT	224.11
TOTAL NOVEMBER	<u>\$ 76,314.18</u>
2023 YEAR TO DATE	1,240,713.42
2022 YEAR TO DATE	639,294.77
INSURANCE FUND	
STAROHIO	\$ 12,935.69
TOTAL NOVEMBER	<u>\$ 12,935.69</u>
2023 YEAR TO DATE	210,051.81
2022 YEAR TO DATE	82,513.53
LAW ENFORCEMENT FUND	
KEY BANK SWEEP ACCOUNT	\$ 23.24
STAROHIO	1,465.05
TOTAL NOVEMBER	<u>\$ 1,488.29</u>
2023 YEAR TO DATE	11,175.03
2022 YEAR TO DATE	984.74
LOCAL MATCH FUND	
STAROHIO-LOCAL MATCH	\$ 234,053.29
FHLMC	152,500.00
FFCB	133,250.00
KEY BANK SWEEP ACCOUNT	5,720.83
TOTAL NOVEMBER	<u>\$ 525,524.12</u>
2023 YEAR TO DATE	4,865,239.85
2022 YEAR TO DATE	1,386,834.84
PENSION FUND	
STAROHIO	\$ 6,331.01
KEY BANK SWEEP ACCOUNT	1.66
TOTAL NOVEMBER	<u>\$ 6,332.67</u>
2023 YEAR TO DATE	63,593.22
2022 YEAR TO DATE	16,636.48
EMPLOYEE ACTIVITY ACCOUNT	
KEY BANK MONEY MARKET	\$ 478.28
TOTAL NOVEMBER	<u>\$ 478.28</u>
2023 YEAR TO DATE	1,781.34
2022 YEAR TO DATE	41.02
RTA CAPITAL FUND	
KEY BANK SWEEP ACCOUNT	\$ 545.18
TOTAL NOVEMBER	<u>\$ 545.18</u>
2023 YEAR TO DATE	229,810.52
2022 YEAR TO DATE	140,997.98

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 AS OF NOVEMBER 30, 2023**

RESERVE FUND		
STAROHIO	\$	236,005.23
FHLB		81,250.00
FHLMC		134,375.00
FFCB		133,250.00
US TREASURY NOTE		12,500.00
US TREASURY NOTE		18,750.00
KEY BANK SWEEP ACCOUNT		140.80
TOTAL NOVEMBER		<u>616,271.03</u>
2023 YEAR TO DATE		5,280,590.19
2022 YEAR TO DATE		1,053,705.63
TOTAL ALL FUNDS		
NOVEMBER 2023	\$	1,281,402.64
2023 YEAR TO DATE	\$	12,210,890.19
2022 YEAR TO DATE	\$	3,398,781.11

	<u>NOVEMBER</u>	<u>2023 YEAR TO DATE</u>
INTEREST RECEIVED (CASH BASIS)	\$ 1,281,402.64	\$ 12,210,890.19
ACCRUED INTEREST:		
BEGINNING:	(5,938,531.16)	(1,576,293.00)
ENDING	<u>5,850,898.93</u>	<u>5,850,898.93</u>
TOTAL INTEREST INCOME EARNED	<u>\$ 1,193,770.41</u>	<u>\$ 16,485,496.12</u>
AVERAGE INVESTMENT BALANCE (COST BASIS):	\$ 382,477,148	\$ 379,642,114
AVERAGE YIELD ON INVESTMENTS:	4.52%	4.25%

COMPOSITION OF INVESTMENT PORTFOLIO
AS NOVEMBER 30, 2023

Instrument:	PRINCIPAL	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	\$ 11,150,035	\$ 11,029,839	2.90%	4.92%	1
Key Bank Sweep Account	17,296	17,296	0.00%	2.70%	1
Star Ohio	131,270,515	131,270,515	34.08%	5.74%	1
Earnings Credit Rate Account	5,200,620	5,200,620	1.35%	2.70%	1
U.S. Government Securities	237,504,215	237,755,000	61.67%	3.84%	604
Total Investment Portfolio	\$ 385,142,679	\$ 385,273,268	100.00%	4.52%	330

Greater Cleveland Regional Transit Authority
 Banking and Financial Relationships
 As of November 30, 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 2003-INF-0224-1
 Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford (DGM - Legal Affairs) dated May 6, 2020
 Ohio Ethics Commission Opinion Number 2011-08
 Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012

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