



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, March 19, 2024** 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

Annual Meeting – agenda attached



India L. Birdsong Terry
General Manager, Chief Executive Officer

IBT:tab
Attachment

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





AGENDA

RTA Board of Trustees Meeting

Tuesday, March 19, 2024

9:00 a.m.

1. Call to order
2. Roll Call
3. Certification regarding notice of meeting
4. Approval of minutes:
 - February 27, 2024, Board Meeting minutes
 - March 5, 2024, Special Board Meeting minutes
5. Public comments (**2 minutes**) on **agenda items**:
 - In person
 - Phone: 440-276-4600
 - 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
 - Creation of the Ad Hoc Selection Committee to review interim applicants for appointment to the COC.
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. 2024-19 - Authorizing an increase to Contract No. 2022-054 with Delta Railroad Construction, Inc. for Project 52X – Light Rail Track Rehabilitation Replacement of the East 75th Street Interlocking in the amount of \$141,968.60 for a total contract amount not to exceed \$3,789,476.44 and reinstating the General Manager, Chief Executive Officer's change order signing authority in its entirety (RTA Development Fund, Engineering & Project Development Department budget)
- B. 2024-20 - Authorizing an increase to Contract No. 2023-030 with Suburban Maintenance & Construction, Inc. for Project 62A – Rehabilitation of Track/Platform Bridges over W. 117th Street in the amount of \$765,000.00 for a total contract amount of \$8,352,660.93 and reinstating the General Manager, Chief Executive Officer's Change Order Signing Authority in its entirety (RTA Development Fund, Engineering & Project Development Department budget)
- C. 2024-21 - Authorizing Contract No. 2023-156 with Quality Control Inspection, Inc. for Project 52N-CS – Tower City East Portal Rehabilitation Construction Inspection Services in an amount not to exceed \$499,649.00 (Development Fund, Engineering & Project Development Department budget)
- D. 2024-22 - Authorizing Contract No. 2023-188 with Pirc Company Landscaping & Snowplowing LLC to provide rail landscaping services in an amount not to exceed \$1,181,147.07 for a period of three years, and in amounts not to exceed \$401,616.12 and \$405,632.28 for each of two option years, respectively, for a total five-year contract amount not to exceed \$1,988,395.47 (General Fund, Service Management Department budget)
- E. 2024-23 - Amending Section 222.04 Community Advisory Committee of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority

16. Secretary-Treasurer's Report:

- A. General Fund Revenue – February 29, 2024 compared to February 28, 2023
- B. General Fund Revenue – period ending February 29, 2024 compared to budget
- C. Sales & Use Tax Receipts Report budgeted during 2024, actual receipts through March 2024 – **TO BE DISTRIBUTED AT A LATER DATE**
- D. Inventory of Treasury Investments as of February 29, 2024

- E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of February 29, 2024
- F. Summary of Investment Performance, Year to Date through February 29, 2024
- G. Report on Investment Earnings (cash basis) as of February 29, 2024
- H. Composition of Investment Portfolio as of February 29, 2024
- I. Banking and Financial Relationships as of February 29, 2024

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**:

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

22. Executive Session Requested - To consider the appointment, employment, dismissal, discipline, promotion, demotion, compensation of a public employee or official.

23. The next regular Board meeting is scheduled for **Tuesday, April 16, 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

10:08 a.m. February 27, 2024

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

Not present: None

Staff/Other: Biggar, Birdsong Terry, Burney, Caver, Dangelo, Davidson, Dykes, Fields, Fleig, Ford, Freilich, Gautam, Hudson, Jones, Jupina, Kirkland, Lively, Miranda, Miller, Mothes, Schipper, Sutula, Talley, Togher, Walker Minor, Zimmerman

Public: Allison, Gibbons, Loh, Rubin

The meeting was called to order at 10:08 a.m. There were ten (10) 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 January 23, 2024 Board Meeting had been previously distributed and reviewed, and asked whether there were any additions and/or corrections. There were no corrections. It was moved and seconded. The minutes were approved.

Public Comments – Agenda Items

1. Airric Stewart – No one has responded to his recommendations on the 15A, 48A and 50. He asked what the numbers are from the TRACTON report versus percentages. He never received feedback on why he was cut off on previous calls.
2. Dontez Taylor – Dontez agreed with Airric's comments about the 15A and 48A. Paratransit provides good service. RTA needs restrooms in the train stations.

Committee Reports

Mayor Weiss asked the Board to complete performance reviews prior to the Compensation Committee meeting this week.

Ms. Welch said they are still accepting applications for the Civilian Oversight Committee (COC).

Mayor Koomar said the Audit Committee recently met. The Internal Audit external assessment recommendations will be implemented after the IA International Standards change.

Ms. McPherson thanked the staff for their work with the Community Advisory Committee (CAC). She looks forward to working with the CAC to improve the customer experience metrics. The new officers were recently announced. They include:

- President – Dr. Joseph Sopko
- Vice President – Alicia Howerton
- Secretary – Nichole Laird

CAC subcommittees include Education, Rules and ADA.

Introduction of New Employees/Promotions

There were 38 new hires and 6 promotions. Their names are listed on the PowerPoint presentation.

Introduction of Resolutions

- A. 2024-14 - Authorizing an increase to Contract No. 2020-079 with K&J Safety and Security Consulting Services, Inc. for Project 66A2 – Consulting Services for Safety and Security Certification – New Railcar Fleet in the amount of \$39,002.00 for a total contract amount not to exceed \$517,024.00 and reinstating the General Manager, Chief Executive Officer's change order signing Authority in its entirety (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Mayor Weiss, seconded by Mayor Koomar and approved by unanimous vote.

This contract is the oversight contract required by FTA to do our safety and certification of all rail car activities. It was executed in 2020. This change order is to do some additional documentation. The GM, CEO's change order authority on this contract is \$100,000.00

- B. 2024-15 - Authorizing Contract No. 2023-172 with Michael Baker International, Inc. for Project 20.01 – On-Call Bridge Engineering Services III in an amount not to exceed \$300,000.00 for a period of twenty-four (24) months (RTA Capital and/or Development Funds, Engineering & Project Development Department budget), the adoption of which was moved by Mayor Biasiotta, seconded by Ms. Welch and approved by unanimous vote.
- C. 2024-16 - Approving revised list of positions designated to use Purchasing Cards, the adoption of which was moved by Mayor Koomar, seconded by Mayor Biasiotta and approved by unanimous vote.
- D. 2024-17 - Authorizing the Greater Cleveland Regional Transit Authority to provide up to 400 7-day transit passes to Frontier Airlines, the adoption of which was moved by Ms. Welch, seconded by Mayor Koomar and approved by unanimous vote.

President Lucas commended RTA and the City of Cleveland for welcoming Frontier Airlines who recently made Cleveland their hub.

Secretary-Treasurer's Report

Rajan D. Gautam, Deputy General Manager of Finance and Secretary-Treasurer gave the report. From a high of 9.1% in June 2022, the inflation rate has continued to fall. At the end of January 2024, inflation decreased from 3.4% in December to 3.1% in January. The Federal Open Market Committee met on January 26. Interest rates remain steady as the FOMC will keep an eye on changing economic conditions.

Each year we see a slow recovery back to pre-COVID ridership levels. Pre-COVID numbers YTD for 2019 had 2.5 million rides. January 2024 had 1.8 million rides. A decrease of 700,000 rides or 28% lower. In January 2024, ridership was 4.6% when compared to 2023. Passenger fares for 2019 were \$3 million. For 2024 it is \$2.7 million which is \$300,000 lower or 10%. It is 6.8% above December 2023 and 48.7% above January 2023.

February 2024 sales tax was 0.7% higher compared to last year. YTD it is 0.5% lower than 2023. Sales tax is in line with projections. For February, 15 of the 23 categories that make up the sales tax base were positive. Online sales were 20% higher. Regular and statewide sales were 1.1% higher. Motor vehicles and motor craft were 6.7% lower.

General Manager/CEO Report

India L. Birdsong Terry, General Manager, CEO gave the report. New board member Emily Garr Pacetti was sworn in last month. She was appointed by County Executive Chris Ronayne. Cuyahoga County hosted an Ohio Loves Transit Wellness Day. RTA community engagement staff presented on several topics. RTA participated in Ohio Loves Transit Day hosted by the Ohio Public Transit Association (OPTA) in Columbus, Ohio. They met with several Ohio State representatives about public transit funding. We received several grants from NOACA totaling \$15.26 million. ODOT also awarded RTA several grants totaling \$9.5 million. Ms. Terry served on a panel called Women are the Future at the American Public Transportation Association (APTA) Transit CEO Seminar in Savannah, GA, February 16-28. Ms. Terry and Board member Welch plan to attend the APTA Legislative Conference next month.

Several RTA staff attended the APTA Marketing, Communications & Customer Experience Workshop, Feb. 11-14 in New Orleans, LA. RTA held a Diversity, Equity, Inclusion and Belonging Celebration, February 9. The four RTA Employee Resource Groups were acknowledged. Kimberly Chapmon-Wynne, Sr. Director, Race, Diversity, Equity, and Inclusion at United Way of Greater Cleveland was a speaker. RTA Transit Police was recognized as the March 2024 Agency of the Month by the Ohio Association of Chiefs of Police (OACP) and the Law Enforcement Foundation. Chief Jones thanked her team. They are getting lots of requests to participate in events. They went from an average of 25 events a year to 178 last year.

RTA was featured in a Transit Authority podcast with APTA. The focus was on the Positive Impact Mentoring Program for 1st year mentees. This program is one of the first in the country. We had 463 total new hires last year with 260 of those being operators. A video on the program is being shown throughout the country. Mayor Koomar asked for the difference between an absence and a miss. Dr. Caver said a miss is reporting late and an absence is a sick occurrence or not reporting to work.

President's Report

President Lucas celebrated his 83rd birthday yesterday. Reflecting on Black History Month. He shared that when he was born in 1941, the hospital in Ohio did not permit "colored" people. His family had to drive to West Virginia to utilize one of their hospitals.

Public Comments – public transit related items

1. Airric Stewart – City of Cleveland gave money to Shaker Square to improve it. RTA reduced transit service through Shaker Square. Airric's recommendation for the 15A would improve service through the Square.
2. Dontez Taylor – Dontez congratulated RTA on hiring operators. Provide A Ride is not a good contractor.

Executive Session Requested

10:56 a.m. - It was moved by Mayor Koomar, seconded by Ms. Welch to go into executive session to enable the Board to conference with GCRTA attorneys for information-gathering, fact-finding and to receive legal advice. There were ten (10) ayes and none opposed.

11:16 a.m. - It was moved by Mayor Weiss, seconded by Mr. Love to come out of executive session. There were nine (9) ayes and none opposed. Mayor Koomar had to leave prior to the roll call.

Upcoming Meetings

The next regular Board meeting and Annual Meeting is scheduled for **Tuesday, March 19, 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 selecting the meeting date. The public is welcome to attend in person.

The meeting was adjourned at 11:18 a.m.

President

Attest: _____
Secretary-Treasurer

Minutes

Special RTA Board Meeting

10:26 a.m., Tuesday, March 5, 2024

Board Members: Lucas (Chair), Love, McPherson, Mersmann, Sleasman, Weiss, Welch

Not present: Biasiotta, Koomar, Pacetti

Staff: Birdsong Terry, Burney, Caver, Cottrell, Dangelo, Davidson, Dimmick, Fields, Fleig, Freilich, Garofoli, Gautam, Hlavacs, Jupina, Kirkland, Laule, Rosenlieb, Schipper, Sutula, Talley, Tarka, Togher, Walker-Minor

Public: Gibbons

The meeting was called to order at 10:26 a.m. Seven (7) Board members were present. Mayor Biasiotta had to leave early.

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

Resolution

- A. 2024-18 - Approving the 2024 Internal Audit Plan, the adoption of which was moved by Mayor Weiss, seconded by Ms. Mersmann and approved by unanimous vote.

The meeting was adjourned at 10:27 a.m.

President

Attest: _____
Secretary-Treasurer



TITLE, DESCRIPTION: CONTRACT: INCREASE TO CONTRACT NO. 2022-054 FOR PROJECT 52X LIGHT RAIL TRACK REHABILITATION REPLACEMENT OF THE EAST 75 TH STREET INTERLOCKING VENDOR: DELTA RAILROAD CONSTRUCTION, INC. AMOUNT: NOT TO EXCEED \$141,968.60 AND REINSTATEMENT OF GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY	Resolution No.: 2024-19
	Date: March 14, 2024
	Initiator: Engineering & Project Development Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review, Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE, SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to increase Contract No. 2022-054, Project 52X – Light Rail Track Rehabilitation Replacement of the East 75th Street Interlocking and to reinstate the General Manager, Chief Executive Officer's change order signing authority.

- 2.0 **DESCRIPTION, JUSTIFICATION:** The East 75th Street Interlocking project replaced the existing M-3 switch machines with Alstom 5E switch machines. The terminal board on the existing M-3 switch machines was on the opposite side of the switch point. The junction box should be located on the terminal end of the switch machine. The drawings did not clearly demonstrate installation of the junction box at the terminal end of the switch machines, and the junction boxes were installed on the wrong side of the switch machines. The Power & Way department requires the junction boxes for the six Alstom 5E switch machines be installed on the terminal board side of the machine.

- 3.0 **PROCUREMENT BACKGROUND:** On July 26, 2022, the Board of Trustees, by Resolution No. 2022-64, authorized a contract with Delta Railroad Construction, Inc. to perform construction services for the Light Rail Track Rehabilitation Replacement of the East 75th Street Interlocking in an amount not to exceed \$3,494,819.00. Change orders to date have included additions in the amount of \$152,688.84, resulting in a current contract amount of \$3,647,507.84.

 The work required of the contractor to re-install the switch machines will increase the cost of the contract with Delta Railroad Construction, Inc. in an amount not to exceed \$141,968.60, resulting in a new contract total amount of \$3,789,476.44. This change order will cause the total change order amount to exceed the General Manager, Chief Executive Officer's change order signing authority limit. This action also seeks reinstatement of the General Manager, Chief Executive Officer's change order signing authority. A Change Order Log is attached as reference.

 This change has been reviewed and recommended by the Change Order Committee.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 10% DBE goal was established for this procurement in July 2022. Delta Railroad Construction has agreed to maintain the established DBE participation goal using its existing DBE firm.

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

- 6.0 ECONOMIC IMPACT: This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to FTA Capital Grant OH-2023-042-307, in an amount not to exceed \$141,968.60 (\$113,574.88 in federal funds, which represents 80% of the total cost), resulting in a new contract total amount not to exceed \$3,789,476.44.
- 7.0 ALTERNATIVES: Reject this change order. Rejection of this change order would create a condition where the switch machines are not functioning properly.
- 8.0 RECOMMENDATION: It is recommended that this change order be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to modify the contract.
- 9.0 ATTACHMENTS: Change Order Log.

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



General Manager, Chief Executive Officer

**APPROVED CHANGE ORDERS
LIGHT RAIL TRACK REHABILITATION REPLACEMENT OF THE EAST 75TH STREET
INTERLOCKING**

Contract # 2022-054

Contractor: Delta Railroad Construction, Inc.

Original Contract Amount: \$3,494,819.00

Total GM CO Authority Remaining: \$97,311.16

Total Change Order Amount to Date: \$152,688.84

%Change to Date: 4.2%

CO No.	CO Description	Approval Date	CO Amount	Contract Value
1	Signal Trench Modifications	3/13/2023	\$5,786.64	\$3,500,605.64
2	Replacement of Signal Junction Box at E. 75 th Street Bridge	8/8/2023	\$74,462.00	\$3,575,067.64
3	Additional Flagging	8/8/2023	\$5,420.80	\$3,580,488.44
4	Installation of Rail and Ties near Lorain Carnegie Bridge (Emergency Repair)	9/14/2023	\$67,019.40	\$3,647,507.84
5	No Cost Time Extension	12/6/2023	\$0.00	\$3,647,507.84
6	No Cost Time Extension	1/24/2024	\$0.00	\$3,647,507.84

RESOLUTION NO. 2024-19

AUTHORIZING AN INCREASE TO CONTRACT NO. 2022-054 WITH DELTA RAILROAD CONSTRUCTION, INC. FOR PROJECT 52X – LIGHT RAIL TRACK REHABILITATION REPLACEMENT OF THE EAST 75TH STREET INTERLOCKING IN THE AMOUNT OF \$141,968.60 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$3,789,476.44 AND REINSTATING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY IN ITS ENTIRETY (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deemed it necessary to procure construction services, as specified, under Project 52X – Light Rail Track Rehabilitation Replacement of the East 75th Street Interlocking; and

WHEREAS, by Resolution No. 2022-64, the Board of Trustees authorized Contract No. 2022-054 in the amount of \$3,494,819.00 with Delta Railroad Construction, Inc., located at 2648 West Prospect Road, Ashtabula, Ohio 44004, for the furnishing of said construction services; and

WHEREAS, the General Manager, Chief Executive Officer has authorized change orders with a net additional contract value of \$152,688.84, utilizing the change order signing authority prescribed in the Authority's Procurement Policies and Procedures Manual, for a current total contract amount of \$3,647,507.84; and

WHEREAS, the Authority now requires additional construction services to complete Project 52X – Light Rail Track Rehabilitation Replacement of the East 75th Street Interlocking; and

WHEREAS, Delta Railroad Construction, Inc. has offered to provide these additional construction services at a total negotiated cost of \$141,968.60, resulting in a new total contract amount not to exceed \$3,789,476.44; and

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

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

WHEREAS, the General Manager, Chief Executive Officer deems acceptance of the offer of Delta Railroad Construction, Inc., as negotiated, to be in the best interest of the Authority and recommends acceptance thereof.

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

Section 1. That the negotiated offer of Delta Railroad Construction, Inc. to provide additional construction services under Project 52X – Light Rail Track Rehabilitation Replacement of the East 75th Street Interlocking, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to amend Contract No. 2022-054 with Delta Railroad Construction, Inc. to include these additional construction services.

Section 3. This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to FTA Capital Grant OH-2023-042-307, in an amount not to exceed \$141,968.60 (\$113,574.88 in federal funds, which represents 80% of the total cost), resulting in a new total contract amount not to exceed \$3,789,476.44.

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

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

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

Adopted: March 19, 2024

President

Attest: _____

Secretary-Treasurer



TITLE, DESCRIPTION: CONTRACT: INCREASE TO CONTRACT NO. 2023-030 FOR PROJECT 62A REHABILITATION OF TRACK/PLATFORM BRIDGES OVER W. 117 TH STREET VENDOR: SUBURBAN MAINTENANCE & CONSTRUCTION, INC. AMOUNT: NOT TO EXCEED \$765,000.00 AND REINSTATEMENT OF GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY	Resolution No.: 2024-20
	Date: March 14, 2024
	Initiator: Engineering & Project Development Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review, Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE, SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to increase Contract No. 2023-030, Project 62A – Rehabilitation of Track/Platform Bridges over W. 117th Street and to reinstate the General Manager, Chief Executive Officer's change order signing authority.
- 2.0 **DESCRIPTION, JUSTIFICATION:** This change order is necessary to compensate Suburban Maintenance & Construction, Inc. for unexpected delays. Due to Norfolk Southern Railway work that was not completed in 2023, the project did not proceed as planned. That delay caused the project to run into the December 15-April 1 winter shutdown required by the City of Cleveland. A 254-calendar day extension (120 days for the winter shutdown) was added to the project's schedule as a result of these delays, moving the project completion into the end of 2025. The negotiated costs of this change are to compensate the contractor for this delay.
- 3.0 **PROCUREMENT BACKGROUND:** On May 16, 2023, the Board of Trustees, by Resolution No. 2023-36, authorized a contract with Suburban Maintenance & Construction, Inc. to perform construction services for the rehabilitation of the track/platform bridges over W. 117th Street in an amount of \$7,563,549.00. Change orders to date have included additions in the amount of \$24,111.93, resulting in a current contract total amount of \$7,587,660.93.

The above-described delays will increase the cost of the contract with Suburban Maintenance & Construction, Inc. by an amount not to exceed \$765,000.00, which exceeds the General Manager, Chief Executive Officer's change order signing authority. Approval of this change order will increase the amount of this contract to \$8,352,660.93. This action also seeks reinstatement of the General Manager, Chief Executive Officer's change order signing authority. A Change Order Log is attached as reference.

This change order was reviewed and recommended by the Change Order Committee.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 13% DBE goal was established for this procurement in May 2023. Suburban Maintenance & Construction, Inc. has agreed to maintain the established DBE participation goal through the use of its existing DBE firms.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including 100% local funds in an amount not to exceed \$765,000.00, for a new contract total amount of \$8,352,660.93.

- 7.0 ALTERNATIVES: Rejection of this change order would further delay this project and prolong completion.
- 8.0 RECOMMENDATION: This change order was presented to the Board of Trustees Operational Planning and Infrastructure Committee on March 5, 2024. It is recommended that this change order be accepted, and the resolution adopted authorizing the General Manager, Chief Executive Officer to modify the contract.
- 9.0 ATTACHMENTS: Change Order Log.

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



General Manager, Chief Executive Officer

**APPROVED CHANGE ORDERS
REHABILITATION OF TRACK/PLATFORM BRIDGES OVER W. 117TH STREET**

Contract # 2023-030

Contractor: Suburban Maintenance & Construction, Inc.

Original Contract Amount: \$7,563,549.00

Total GM CO Authority Remaining: \$475,888.07

Total Change Order Amount to Date: \$24,111.93

%Change to Date: Less than 1%

CO No.	CO Description	Approval Date	CO Amount	Contract Value
1	Removal and installation of NeoGraf data line.	8/10/2023	\$16,524.00	\$7,580,073.00
2	Removal and installation of eleven platform speakers.	11/20/2023	\$4,196.92	\$7,584,269.92
3	Additional Rebar	11/22/2023	\$3,391.01	\$7,587,660.93

RESOLUTION NO. 2024-20

AUTHORIZING AN INCREASE TO CONTRACT NO. 2023-030 WITH SUBURBAN MAINTENANCE & CONSTRUCTION, INC. FOR PROJECT 62A – REHABILITATION OF TRACK/PLATFORM BRIDGES OVER W. 117TH STREET IN THE AMOUNT OF \$765,000.00 FOR A TOTAL CONTRACT AMOUNT OF \$8,352,660.93 AND REINSTATING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY IN ITS ENTIRETY (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deemed it necessary to procure construction services, as specified, under Project 62A – Rehabilitation of Track/Platform Bridges over W. 117th Street; and

WHEREAS, by Resolution No. 2023-36, the Board of Trustees authorized Contract No. 2023-030 in the amount of \$7,563,549.00 with Suburban Maintenance & Construction, Inc., located at 16330 York Road, North Royalton, Ohio 44133, for the furnishing of said construction services; and

WHEREAS, the General Manager, Chief Executive Officer has authorized change orders with a net additional contract value of \$24,111.93, utilizing the change order signing authority prescribed in the Authority's Procurement Policies and Procedures Manual, for a current total contract amount of \$7,587,660.93; and

WHEREAS, work to be completed by Norfolk Southern Railroad was not completed in 2023, resulting in project delays; and

WHEREAS, the unexpected and unforeseeable delays require the Authority to increase the cost of the contract with Suburban Maintenance & Construction, Inc., under Project 62A – Rehabilitation of Track/Platform Bridges over W. 117th Street; and

WHEREAS, Suburban Maintenance & Construction, Inc. has offered to an extended project completion schedule at a total negotiated cost of \$765,000.00, resulting in a new total contract amount of \$8,352,660.93; and

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

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

WHEREAS, the General Manager, Chief Executive Officer deems acceptance of the offer of Suburban Maintenance & Construction, Inc., as negotiated, to be in the best interest of the Authority and recommends acceptance thereof.

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

Section 1. That the negotiated offer of Suburban Maintenance & Construction, Inc. to extend the schedule by 254 days for Project 62A – Rehabilitation of Track/Platform Bridges over W. 117th Street, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to amend Contract No. 2023-030 with Suburban Maintenance & Construction, Inc. to include these accumulated and unforeseen delay costs to Suburban Maintenance & Construction, Inc.

Section 3. This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including 100% local funds in an amount not to exceed \$765,000.00, for a new total contract amount of \$8,352,660.93.

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

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

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

Adopted: March 19, 2024

President

Attest: _____

Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: TOWER CITY EAST PORTAL REHABILITATION CONSTRUCTION INSPECTION SERVICES VENDOR: QUALITY CONTROL INSPECTION, INC. AMOUNT: \$499,649.00	Resolution No.: 2024-21
	Date: March 14, 2024
	Initiator: Engineering & Project Development Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for Project 52N-CS – Tower City East Portal Rehabilitation Construction Inspection Services.

- 2.0 **DESCRIPTION/JUSTIFICATION:** This project is to obtain professional consultant services to provide construction inspection support for Project 52N-CS -- Tower City East Portal Rehabilitation Construction Inspection Services.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the Authority's Procurement website and advertised in the local newspapers. Thirteen (13) interested parties, including potential subcontractors, downloaded the solicitation package and three (3) responsive proposals were received. These services were solicited through a competitive negotiated procurement, utilizing the Brooks Act Procedures. Under this process, the Authority's evaluation panel first selects the most technically qualified firm, solicits a pricing proposal from that firm, and negotiates price only with that firm. Should the Authority determine that an agreement could not be reached with the most qualified firm, it may reject that proposal and repeat the process with the next most qualified firm. In this instance, negotiations were held with Quality Control Inspection, Inc., the first-ranked firm, and an acceptable price was reached.

 Quality Control Inspection, Inc. has successfully completed projects for the Authority, City of Akron, Ohio Turnpike and Infrastructure Commission, and the Ohio Department of Transportation, among others.

 The Procurement Department performed a cost analysis and determined the proposed pricing from Quality Control Inspection, Inc., in an amount not to exceed \$499,649.00, to be fair and reasonable to the Authority. The negotiated amount is 3.4% above the Engineer's Estimate of \$483,000.00.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 13% DBE Goal was established for this procurement. Quality Control Inspection, Inc. is a certified DBE (Caucasian Male-owned), and will self-perform a majority of the work, while utilizing Resource International Inc. (Subcontinent Asian Female-owned) in the amount of \$35,991.70 to provide total additional DBE participation of 13.6%.

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

- 6.0 **ECONOMIC IMPACT:** This procurement shall be payable through RTA Development Fund, Engineering & Project Development Department budget, including but not limited to local funds, Capital Grant OH-2019-037-307 in the amount of \$149,649.00 (\$119,719.20 in federal funds) and pending grant revision OH-2023-042-337 in an amount of \$350,000.00 (\$280,000.00 in federal funds), for a total amount not to exceed \$499,649.00.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would leave the Authority without the staff required to properly support this rehabilitation project.
- 8.0 **RECOMMENDATION:** This procurement was discussed by the Board of Trustees at the March 5, 2024 Operational Planning and Infrastructure Committee meeting. It is recommended that the offer from Quality Control Inspection, Inc. be accepted and the resolution adopted 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. 2024-21

AUTHORIZING CONTRACT NO. 2023-156 WITH QUALITY CONTROL INSPECTION, INC. FOR PROJECT 52N-CS – TOWER CITY EAST PORTAL REHABILITATION CONSTRUCTION INSPECTION SERVICES IN AN AMOUNT NOT TO EXCEED \$499,649.00 (DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority (“Authority”) requires professional consultant services for Project 52N-CS – Tower City East Portal Rehabilitation Construction Inspection Services; and

WHEREAS, the proposal of Quality Control Inspection, Inc., with an office located at 9500 Midwest Avenue, Garfield Heights, Ohio 44125, to perform said services was received on December 11, 2023, in response to a competitive solicitation; and

WHEREAS, after negotiations, Quality Control Inspection, Inc. has agreed to perform the required services in an amount not to exceed \$499,649.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Quality Control Inspection, Inc. to be the most advantageous to the Authority, finds the price to be fair and reasonable for said services, 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 negotiated offer of Quality Control Inspection, Inc. to provide professional consultant services under Project 52N-CS - Tower City East Portal Rehabilitation Construction Inspection Services be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Quality Control Inspection, Inc. for the performance of said services.

Section 3. This procurement shall be payable through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to local funds, Capital Grant OH-2019-037-307 in the amount of \$149,649.00 (\$119,719.20 in federal funds) and pending grant revision OH-2023-042-337 in an amount of \$350,000.00 (\$280,000.00 in federal funds), for a total amount not to exceed \$499,649.00.

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, 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 Authority's Board of Trustees expects that Quality Control Inspection, Inc. will attempt to exceed the 13% minimum DBE goal assigned to this procurement.

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

Adopted: March 19, 2024

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: RAIL LANDSCAPING SERVICES	Resolution No.: 2024-22
VENDOR: PIRC COMPANY LANDSCAPING & SNOWPLOWING LLC	Date: March 14, 2024
AMOUNT: NTE \$1,181,147.07 FOR A PERIOD OF THREE YEARS, AND IN AMOUNTS NTE \$401,616.12 AND \$405,632.28 FOR EACH OF TWO OPTION YEARS, RESPECTIVELY, FOR A TOTAL FIVE-YEAR CONTRACT AMOUNT NTE \$1,988,395.47	Initiator: Service 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 to provide rail landscaping services for a period of three years, with two, one-year options.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority's Rail Landscaping Management Plan ensures long-term site sustainability by developing a maintenance plan to include product strategies and required implementation tasks. The goal of this plan is to provide an enjoyable outdoor environment for customers, ensure public safety for both employees and customers and protect the health of employees and customers. Services will include trash and debris removal, weed and invasive species removal, erosion repair, mulch where and when needed, and test runoff and infiltration capacity, among other various activities on and within the rail line properties.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the Authority's Procurement website and advertised in local newspapers. Thirty-two (32) interested parties, including potential subcontractors, downloaded the solicitation package. Three (3) proposals were received on January 24, 2024. After evaluation by a panel of Authority employees, in accordance with established Procurement Department policies and procedures, the proposal of Pirc Company Landscaping & Snowplowing LLC to provide rail landscaping services was determined to be the most advantageous to the Authority, price and all other factors considered. After negotiations, an amount not to exceed \$1,181,147.07 for a period of three years and amounts not to exceed \$401,616.12 and \$405,632.28 for each of two option years, respectively, for a total five-year contract amount not to exceed \$1,988,395.47, were agreed upon. The total contract amount is approximately 4.5% below the estimate for this project.


Pirc Company Landscaping & Snowplowing LLC has successfully completed projects for the Authority, Northeast Ohio Regional Sewer District, Cuyahoga Valley National Park, Greater Cleveland Food Bank, and Cuyahoga Community College, among others.

The Procurement Department performed a cost analysis and determined the proposed pricing from Pirc Company Landscaping & Snowplowing LLC to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 17% DBE goal was established for this procurement. Pirc Company Landscaping & Snowplowing LLC has committed to achieving the DBE participation goal through the utilization of Top Designer Landscaping (African American male-owned) in the amount of \$419,670.00 or 21.1%.

- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement shall be payable through the General Fund, Service Management Department budget, in an amount not to exceed \$1,181,147.07 for a period of three years, and in amounts not to exceed \$401,616.12 and \$405,632.28 for each of the two option years, respectively, for a total five-year contract amount not to exceed \$1,988,395.47.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer may delay necessary landscaping services at numerous Authority rail properties, including the rail right-of-way, potentially resulting in a poor public image and the risk of being fined by municipalities for not maintaining our property.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the March 5, 2024 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of Pirc Company Landscaping & Snowplowing LLC be accepted and the resolution adopted 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. 2024-22

AUTHORIZING CONTRACT NO. 2023-188 WITH PIRC COMPANY LANDSCAPING & SNOWPLOWING LLC TO PROVIDE RAIL LANDSCAPING SERVICES IN AN AMOUNT NOT TO EXCEED \$1,181,147.07 FOR A PERIOD OF THREE YEARS, AND IN AMOUNTS NOT TO EXCEED \$401,616.12 AND \$405,632.28 FOR EACH OF TWO OPTION YEARS, RESPECTIVELY, FOR A TOTAL FIVE-YEAR CONTRACT AMOUNT NOT TO EXCEED \$1,988,395.47 (GENERAL FUND, SERVICE MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deems it necessary to acquire a landscape contractor to maintain the landscaping on and within the rail line properties; and

WHEREAS, the proposal of Pirc Company Landscaping and Snowplowing LLC, located at 30202 Lakeland Blvd., Wickliffe, Ohio, was received on January 24, 2024; and

WHEREAS, after negotiations, the proposal of Pirc Company Landscaping and Snowplowing LLC to provide rail landscaping services for a period of three years in an amount not to exceed \$1,181,147.07, and in amounts not to exceed \$401,616.12 and \$405,632.28 for each of two option years, respectively, for a total five-year contract amount not to exceed \$1,988,395.47, was determined to be the most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Pirc Company Landscaping and Snowplowing LLC 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 Pirc Company Landscaping and Snowplowing LLC, as negotiated, to provide rail landscaping services for a period of three years, with two, one-year options for renewal, 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 Pirc Company Landscaping and Snowplowing LLC to provide rail landscaping services for a period of three years, with authority to exercise each of the two, one-year options.

Section 3. That said contract shall be payable through the General Fund, Service Management Department budget, in an amount not to exceed \$1,181,147.07 for a period of three years, and in amounts not to exceed \$401,616.12 and \$405,632.28 for each of two option years, respectively, for a total five-year contract amount not to exceed \$1,988,395.47.

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

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Pirc Company Landscaping and Snowplowing LLC will attempt to exceed the 17% DBE goal assigned to this procurement.

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

Adopted: March 19, 2024

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: AMENDING SECTION 222.04 COMMUNITY ADVISORY COMMITTEE OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2024-23
	Date: March 14, 2024
	Initiator: Administration & External Affairs
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This resolution will amend Section 222.04 Community Advisory Committee ("Section 222.04") 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.

Section 222.04 was updated last year in the context of the reenergizing of the Community Advisory Committee ("CAC"). In the course of preparing for the CAC's first meeting, questions arose regarding individuals with emeritus status. The proposed amendments provide that individuals with emeritus status do not have the right to vote, hold office or be counted toward a quorum. The proposed amendments also provide that (1) meetings will be held in public; (2) notices of meetings will be posted in the same manner as notices for Board of Trustees meetings; (3) there will be fifteen members on the CAC; and (4) no more than eight members' terms will expire in a given year.
- 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 align the Code Book provision with the operations of the reenergized CAC.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution will leave the Code Book provision out of line with the operations of the CAC.
- 8.0 RECOMMENDATION: This resolution was discussed at the March 5, 2024 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENTS: A. Red-line of proposed amendments to Section 222.04 Community Advisory Committee

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



General Manager, Chief Executive Officer

Attachment A to Staff Summary

CHAPTER 222 Committees, Boards and Task Forces

222.04 COMMUNITY ADVISORY COMMITTEE (~~"CAC"~~).

(a) Operations.

- (1) Name. The Board of Trustees (~~"Board"~~) of the Greater Cleveland Regional Transit Authority ("Authority") herein creates the Community Advisory Committee ("CAC").
- (2) Purpose. The purpose of the CAC is to support public transit in Northeast Ohio and to assist the Authority in fulfilling its mission and vision, through:
 - A. Supporting the Authority's provision of services to individuals with disabilities; and
 - B. Advocating and educating the community regarding the Authority's interests.
- (3) Officers. The CAC shall elect a Chair and a Vice Chair. The CAC may, but is not required to, elect a Secretary.
- (4) Meetings.
 - A. The CAC shall hold quarterly meetings. CAC may hold special meetings, as it deems necessary. The Board ~~of Trustees~~ and Authority staff shall have input in setting CAC meeting agendas. Meetings shall be open to the public.
 - B. CAC members are encouraged, but not required, to attend community meetings, public hearings, groundbreakings, grand openings and ~~GCRTA~~ Board meetings.
 - C. All meetings of the CAC, except executive sessions held for purposes required or permitted by law, shall be open to the public, and no person shall be excluded from any meeting except for conduct which unreasonably interferes with the orderly conduct of the meeting.
 - A-D. Notice of CAC meetings shall be provided in the same manner as notice is provided for Board meetings.
- (5) Subcommittees. The CAC will have at least three standing subcommittees:
 - A. The ADA Advisory Subcommittee, which guides the Board ~~of Trustees~~ in adhering to the spirit and requirements of the Americans with Disabilities Act ("ADA").
 - B. The Advocacy and Education Subcommittee, which provides education to the community on the needs of the Authority and its value to the citizens of Northeast Ohio.
 - C. The Rules Subcommittee, which reviews the CAC's Operating Guidelines and makes recommendations for appropriate additions, deletions, or amendments.
 - D. Subcommittees shall meet, discuss, and make recommendations on matters referred to them by the CAC or the Board ~~of Trustees~~ on an as-needed basis.

- (6) Administrative support.
- A. ~~GCRTA~~ The Authority shall designate a Staff Liaison to the CAC to serve as the primary point of contact with the Authority.
 - B. The Staff Liaison shall be responsible for communications to the CAC, tracking attendance, maintaining a record of meetings, and channeling CAC members' concerns to the appropriate Authority staff member.
- (7) Recommendations. The CAC may make recommendations to the Staff Liaison, who shall refer such recommendations to the appropriate Authority staff and the Board Liaison. The CAC shall have no authority to obligate the Board ~~of Trustees.~~
- (8) Communications with the Board ~~of Trustees.~~
- A. The Board ~~of Trustees~~ will appoint a Board Liaison to the CAC.
 - B. The Board ~~of Trustees~~ will include a standing agenda item on the Board's agenda for communications from CAC.

(b) Membership.

(1) Composition of the CAC.

- A. The CAC is composed of ~~11~~ 15 community representatives.
- B. With the exception of members with emeritus status, terms shall be for two years each with a term limit per member of two (2) consecutive full 2-year terms. To ensure that the terms will be staggered so that no more than ~~five-eight~~ (58) members' terms expire in any year, initial appointments may be for less than 2 years. An initial appointment of less than 2 years will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.
- ~~C. CAC members may continue to serve after the expiration of their terms if not replaced, at the invitation of the Board of Trustees.~~

~~(2)~~ —Emeritus Status.

CAC members who have served on the CAC with distinction for more than 15 years will be eligible for emeritus status for the purpose of providing input in the CAC's discussions. Emeritus status may be granted by the Board of Trustees. Members with emeritus status will not be counted among the maximum 15 members. Emeritus status does not confer the right to vote, hold office or be counted towards a quorum. A list of the individuals with emeritus status will be maintained by the Authority's Administration & External Affairs Division.

~~(2)~~ (3) Qualifications.

- A. A CAC member must be familiar with public transportation and, preferably, use it occasionally, if not frequently. Transit dependency is not a requirement for CAC membership.
- B. CAC members must be able to communicate knowledgeably about the Authority in particular and public transit in general. Members should have the ability to advocate on behalf of public transit and

promote service.

- C. CAC membership should reflect the Authority's customer base and have diverse representation in regard to age, sex, race, color, religion, national origin, disability, genetic information, sexual orientation, military status, transit dependence, availability to participate in CAC activities, and geography.
- D. CAC members must be ambassadors for the Authority, attending as many public events as possible to promote public transit, policies friendly to public transit, and the needs of the region and ~~GCRTA~~-Authority customers.

~~(3)~~(4) Each CAC member will receive an GCRTA-Authority ID to be used for unlimited transit privileges during their service.

(c) Selection Process for New Members.

- (1) All members of the CAC shall be nominated by the Board ~~of Trustees~~.
- (2) All individuals interested in becoming a CAC member must submit an application.
- (3) An ad hoc Screening Committee, consisting of two or more ~~GCRTA~~-staff members and one or more members of the Board ~~of Trustees~~ shall review the applications based on the criteria set out in subsection (b) hereof and recommend a slate of candidates to the External & Stakeholder Relations & Advocacy Committee for consideration and referral to the Board ~~of Trustees~~.
- (4) Authority staff shall confer with the Board and the CAC for additional CAC members to be presented to the Board for consideration when vacancies arise.
- (5) Appointment of members shall be made in March. Appointments become effective in April. Interim appointments may be made at other times of the year to fill vacancies. An interim appointment will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.

(d) Removal. All members of the CAC shall serve at the pleasure of the Board and shall be subject to removal by the Board at any time.

(e) Operating Guidelines. The CAC shall adopt, and may revise, such operating guidelines as it from time-to-time elects, which are not in conflict with this section. The operating guidelines will address the following topics:

- (1) Terms and responsibilities of officers;
- (2) Procedures for conducting regular and special meetings;
- (3) Committee assignments and operations;
- (4) Attendance; and
- (5) Other matters pertinent to the CAC's operations.

(f) The CAC's operating guidelines will be subject to approval and adoption by the Board ~~of Trustees~~.

RESOLUTION NO. 2024-23

AMENDING SECTION 222.04 COMMUNITY ADVISORY COMMITTEE 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 Section 222.04 Community Advisory Committee should be amended to update the provisions related to individuals with emeritus status, public meetings, meeting notices, the number of members and the number of terms that expire in a given year.

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 Section 222.04 Community Advisory Committee 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. Section 222.04 Community Advisory Committee

Adopted: March 19, 2024

President

Attest: _____

Secretary-Treasurer

CHAPTER 222 Committees, Boards and Task Forces

222.04 COMMUNITY ADVISORY COMMITTEE.

(a) Operations.

- (1) Name. The Board of Trustees ("Board") of the Greater Cleveland Regional Transit Authority ("Authority") herein creates the Community Advisory Committee ("CAC").
- (2) Purpose. The purpose of the CAC is to support public transit in Northeast Ohio and to assist the Authority in fulfilling its mission and vision, through:
 - A. Supporting the Authority's provision of services to individuals with disabilities; and
 - B. Advocating and educating the community regarding the Authority's interests.
- (3) Officers. The CAC shall elect a Chair and a Vice Chair. The CAC may, but is not required to, elect a Secretary.
- (4) Meetings.
 - A. The CAC shall hold quarterly meetings. CAC may hold special meetings, as it deems necessary. The Board and Authority staff shall have input in setting CAC meeting agendas. Meetings shall be open to the public.
 - B. CAC members are encouraged, but not required, to attend community meetings, public hearings, groundbreakings, grand openings and Board meetings.
 - C. All meetings of the CAC, except executive sessions held for purposes required or permitted by law, shall be open to the public, and no person shall be excluded from any meeting except for conduct which unreasonably interferes with the orderly conduct of the meeting.
 - D. Notice of CAC meetings shall be provided in the same manner as notice is provided for Board meetings.
- (5) Subcommittees. The CAC will have at least three standing subcommittees:
 - A. The ADA Advisory Subcommittee, which guides the Board in adhering to the spirit and requirements of the Americans with Disabilities Act ("ADA").
 - B. The Advocacy and Education Subcommittee, which provides education to the community on the needs of the Authority and its value to the citizens of Northeast Ohio.
 - C. The Rules Subcommittee, which reviews the CAC's Operating Guidelines and makes recommendations for appropriate additions, deletions, or amendments.
 - D. Subcommittees shall meet, discuss, and make recommendations on matters referred to them by the CAC or the Board on an as-needed basis.

- (6) Administrative support.
 - A. The Authority shall designate a Staff Liaison to the CAC to serve as the primary point of contact with the Authority.
 - B. The Staff Liaison shall be responsible for communications to the CAC, tracking attendance, maintaining a record of meetings, and channeling CAC members' concerns to the appropriate Authority staff member.
- (7) Recommendations. The CAC may make recommendations to the Staff Liaison, who shall refer such recommendations to the appropriate Authority staff and the Board Liaison. The CAC shall have no authority to obligate the Board.
- (8) Communications with the Board.
 - A. The Board will appoint a Board Liaison to the CAC.
 - B. The Board will include a standing agenda item on the Board's agenda for communications from CAC.

(b) Membership.

- (1) Composition of the CAC.
 - A. The CAC is composed of 15 community representatives.
 - B. With the exception of members with emeritus status, terms shall be for two years each with a term limit per member of two (2) consecutive full 2-year terms. To ensure that the terms will be staggered so that no more than eight (8) members' terms expire in any year, initial appointments may be for less than 2 years. An initial appointment of less than 2 years will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.
- (2) Emeritus Status.

CAC members who have served on the CAC with distinction for more than 15 years will be eligible for emeritus status for the purpose of providing input in the CAC's discussions. Emeritus status may be granted by the Board of Trustees. Members with emeritus status will not be counted among the maximum 15 members. Emeritus status does not confer the right to vote, hold office or be counted towards a quorum. A list of the individuals with emeritus status will be maintained by the Authority's Administration & External Affairs Division.
- (3) Qualifications.
 - A. A CAC member must be familiar with public transportation and, preferably, use it occasionally, if not frequently. Transit dependency is not a requirement for CAC membership.
 - B. CAC members must be able to communicate knowledgeably about the Authority in particular and public transit in general. Members should have the ability to advocate on behalf of public transit and promote service.
 - C. CAC membership should reflect the Authority's customer base and

have diverse representation in regard to age, sex, race, color, religion, national origin, disability, genetic information, sexual orientation, military status, transit dependence, availability to participate in CAC activities, and geography.

- D. CAC members must be ambassadors for the Authority, attending as many public events as possible to promote public transit, policies friendly to public transit, and the needs of the region and Authority customers.
- (4) Each CAC member will receive an Authority ID to be used for unlimited transit privileges during their service.
- (c) Selection Process for New Members.
 - (1) All members of the CAC shall be nominated by the Board.
 - (2) All individuals interested in becoming a CAC member must submit an application.
 - (3) An ad hoc Screening Committee, consisting of two or more staff members and one or more members of the Board shall review the applications based on the criteria set out in subsection (b) hereof and recommend a slate of candidates to the External & Stakeholder Relations & Advocacy Committee for consideration and referral to the Board.
 - (4) Authority staff shall confer with the Board and the CAC for additional CAC members to be presented to the Board for consideration when vacancies arise.
 - (5) Appointment of members shall be made in March. Appointments become effective in April. Interim appointments may be made at other times of the year to fill vacancies. An interim appointment will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.
- (d) Removal. All members of the CAC shall serve at the pleasure of the Board and shall be subject to removal by the Board at any time.
- (e) Operating Guidelines. The CAC shall adopt, and may revise, such operating guidelines as it from time-to-time elects, which are not in conflict with this section. The operating guidelines will address the following topics:
 - (1) Terms and responsibilities of officers;
 - (2) Procedures for conducting regular and special meetings;
 - (3) Committee assignments and operations;
 - (4) Attendance; and
 - (5) Other matters pertinent to the CAC's operations.
- (f) The CAC's operating guidelines will be subject to approval and adoption by the Board.



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND
FOR THE PERIOD ENDED FEBRUARY 29, 2024 AND FEBRUARY 28, 2023

	CURRENT MONTH		YEAR TO DATE					
	February		2024		2023		2024	
	2024	2023	CHANGE	2024	2023	CHANGE	% OF TOTAL	
PASSENGER FARES:								
CASH FARES	\$ 745,227	\$ 747,211	\$ (1,984)	\$ 1,482,708	\$ 1,553,610	\$ (70,902)	(4.56%)	2.91%
PASS/TICKET SALES	616,042	625,923	(9,881)	1,164,805	1,144,976	19,829	1.73%	2.29%
STUDENT FARECARDS	33,499	17,151	16,348	212,925	19,247	193,678	1006.28%	0.42%
U-PASS	618,338	722,307	(103,969)	1,243,106	722,307	520,799	72.10%	2.44%
MOBILE TICKETING	620,798	496,214	124,584	1,207,041	968,677	238,364	24.61%	2.37%
TOTAL PASSENGER FARES	2,633,904	2,608,806	25,098	5,310,585	4,408,817	901,768	20.45%	10.43%
SALES AND USE TAX REVENUE:								
SALES & USE TAX	21,602,525	21,457,966	144,559	42,784,335	43,005,548	(221,213)	(0.51%)	84.01%
TOTAL SALES AND USE TAX REVENUE	21,602,525	21,457,966	144,559	42,784,335	43,005,548	(221,213)	(0.51%)	84.01%
OTHER REVENUE:								
ADVERTISING/CONCESSIONS/COMMISSIONS	147,699	799,178	(651,479)	155,080	917,845	(762,765)	(83.10%)	0.30%
NAMING RIGHTS/LESS COMMISSIONS	-	87,500	(87,500)	87,500	181,728	(94,228)	(51.85%)	0.17%
RENTAL INCOME	49,585	25,187	24,398	87,505	49,910	37,595	76.13%	0.17%
INTEREST INCOME	67,984	37,493	30,491	158,291	128,124	30,167	23.55%	0.31%
OTHER	15,842	21,109	(5,267)	59,927	98,561	(38,634)	(39.20%)	0.12%
TOTAL OTHER REVENUE	281,110	970,467	(689,357)	548,703	1,376,168	(827,465)	(60.13%)	1.08%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:								
FUEL/ONG/PROPANE TAX REFUNDS	41,506	47,263	(5,757)	542,753	87,498	455,255	520.30%	1.07%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	183,984	407	183,577	879,474	660,928	218,546	33.07%	1.73%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	625,336	-	625,336	625,336	-	625,336	-	1.23%
FEDERAL OPERATING ASSISTANCE	-	23,431	(23,431)	-	23,431	(23,431)	-	0.00%
MISCELLANEOUS RECEIPTS	95,315	49,230	46,085	237,546	99,270	138,276	139.29%	0.47%
FEDERAL ARP	-	-	-	-	-	-	-	0.00%
TOTAL REIMBURSEMENTS AND OTHER SOURCES OF C	946,141	120,331	825,810	2,285,109	871,127	1,413,982	162.92%	4.49%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 25,463,680	\$ 25,157,570	\$ 306,110	\$ 50,928,732	\$ 49,661,660	\$ 1,267,072	2.55%	100.00%



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
FOR THE PERIOD ENDED FEBRUARY 29, 2024

	CURRENT MONTH			YEAR TO DATE				
	BUDGET	ACTUAL	VARIANCE	%VARIANCE	BUDGET	ACTUAL	VARIANCE	%VARIANCE
PASSENGER FARES:								
CASH FARES	\$ 853,138	\$ 745,227	\$ (107,911)	(12.65%)	\$ 1,706,276	\$ 1,482,708	\$ (223,568)	(13.10%)
PASS/TICKET SALES	602,756	616,042	13,286	2.20%	1,205,512	1,164,805	(40,707)	(3.38%)
STUDENT FARECARDS	100,000	33,499	(66,501)	(66.50%)	200,000	212,925	12,925	6.46%
U-PASS	202,439	618,338	415,899	205.44%	404,878	1,243,105	838,228	207.03%
MOBILE TICKETING	500,000	620,798	120,798	24.16%	1,000,000	1,207,041	207,041	20.70%
TOTAL PASSENGER FARES	2,258,333	2,635,904	375,571	16.63%	4,516,666	5,310,585	793,919	17.58%
SALES AND USE TAX REVENUE:								
SALES & USE TAX	22,358,333	21,602,525	(755,808)	(3.38%)	44,716,670	42,784,335	(1,932,335)	(4.32%)
TOTAL OPERATING SUBSIDIES	22,358,333	21,602,525	(755,808)	(3.38%)	44,716,670	42,784,335	(1,932,335)	(4.32%)
OTHER REVENUE:								
ADVERTISING/CONCESSIONS/COMMISSIONS	171,813	147,699	(24,114)	(14.04%)	343,621	155,080	(188,541)	(54.87%)
NAMING RIGHTS LESS COMMISSIONS	-	-	-	-	179,429	87,500	(91,929)	(51.23%)
RENTAL INCOME	26,411	49,585	23,174	87.74%	52,822	87,905	35,083	66.42%
INTEREST INCOME	83,333	67,984	(15,349)	(18.42%)	166,670	158,291	(8,379)	(5.03%)
OTHER	98,589	15,842	(82,747)	(83.93%)	197,178	59,927	(137,251)	(69.61%)
TOTAL OTHER REVENUE	380,146	281,110	(99,036)	(26.05%)	839,720	548,703	(291,017)	(34.61%)
REIMBURSEMENTS AND OTHER SOURCES OF CASH:								
FUEL/NG/PROPANE TAX REFUNDS	-	41,506	41,506	-	-	542,753	542,753	-
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	333,333	185,984	(149,349)	(44.80%)	666,670	879,474	212,804	31.92%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	625,336	625,336	-	-	625,336	625,336	-
FEDERAL OPERATING ASSISTANCE	-	-	-	-	-	-	-	-
MISCELLANEOUS RECEIPTS	-	95,315	95,315	-	-	237,546	237,546	-
FEDERAL AIP	-	-	-	-	-	-	-	-
TOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	333,333	946,141	612,808	183.84%	666,670	2,285,109	1,618,439	242.76%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 25,330,145	\$ 25,465,680	\$ 133,535	0.53%	\$ 50,839,726	\$ 50,928,732	\$ 89,006	0.18%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 INVENTORY OF TREASURY INVESTMENTS
 AS OF FEBRUARY 29, 2024

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND									
TOTAL BOND RETIREMENT FUND									
	2/29/2024	3/1/2024	MONEY MARKET	HUNTINGTON BANK	1	\$ 3,692,686	\$ -	1	5.01%
						\$ 3,692,686	\$ -		5.01%
GENERAL FUND									
	2/29/2024	3/1/2024	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$ 99,227	\$ -	1	1.97%
	3/1/2021	3/1/2024	FFCB	STIFEL NICOLAUS	1095	4,997,500	6,285	60	0.25%
	1/27/2022	1/27/2025	FHLB	STIFEL NICOLAUS	1095	3,000,000	3,300	361	1.20%
	4/22/2002	4/22/2025	FHLB	STIFEL NICOLAUS	1095	3,000,000	32,500	446	3.00%
	2/29/2024	3/1/2024	STAR OHIO	STATE OF OHIO	1	11,190,837	-	1	5.51%
	2/29/2024	3/1/2024	EMPLOYEE ACTIVITY FUND	KEY BANK	1	309,551	-	1	2.70%
	2/29/2024	3/1/2024	PNC CUSTODY ACCOUNT	PNC BANK	1	662,371	-	1	5.23%
	2/29/2024	3/1/2024	SALES TAX ACCOUNT	HUNTINGTON BANK	1	475,542	-	1	5.01%
	2/29/2024	3/1/2024	KEY ECR	KEY BANK	1	5,050,197	-	1	2.70%
						\$ 28,785,226	\$ 42,085		3.34%
INSURANCE FUND									
	2/29/2024	3/1/2024	STAR OHIO	STATE OF OHIO	1	\$ 8,516,815	\$ -	1	5.51%
	2/29/2024	3/1/2024	KEY ECR	KEY BANK	1	103,040	-	1	1.97%
						\$ 8,619,855	\$ -		5.47%
TOTAL INSURANCE FUND									
LAW ENFORCEMENT FUND									
	2/29/2024	3/1/2024	KEY ECR	KEY BANK-SWEEP	1	\$ 247,000	\$ -	1	1.97%
	2/29/2024	3/1/2024	STAR OHIO	STATE OF OHIO	1	100,451	-	1	5.51%
						\$ 347,451	\$ -		3.07%
TOTAL LAW ENFORCEMENT FUND									
LOCAL MATCH FUND									
	2/29/2024	3/1/2024	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$ 49,948,367	\$ -	1	5.51%
	3/28/2022	6/28/2024	FHLB	STIFEL NICOLAUS	546	2,344,125	16,998	155	1.79%
	3/14/2022	3/10/2025	FFCB	STIFEL NICOLAUS	1090	4,981,225	44,413	432	2.00%
	5/24/2022	5/12/2025	FHLMC	STIFEL NICOLAUS	1083	9,997,110	92,347	555	3.06%
	6/27/2022	6/27/2025	FHLB	STIFEL NICOLAUS	1095	15,000,000	88,800	541	3.33%
	8/30/2022	8/28/2025	FHLB	STIFEL NICOLAUS	1095	15,000,000	1,667	605	4.00%
	9/30/2022	9/30/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	90,778	637	4.30%
	10/24/2022	4/4/2025	FHLMC	STIFEL NICOLAUS	891	1,133,865	23,331	457	5.04%
	10/27/2022	10/27/2025	FHLB	STIFEL NICOLAUS	1094	2,077,920	36,400	663	5.04%
	10/28/2022	10/28/2025	FHLMC	STIFEL NICOLAUS	1294	1,498,500	26,563	664	5.14%
	12/16/2022	12/16/2024	FHLMC	HILLTOP SECURITIES	730	5,000,000	51,389	319	5.00%
	1/17/2023	1/17/2025	FHLMC	HILLTOP SECURITIES	730	4,800,000	28,667	351	5.00%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 INVENTORY OF TREASURY INVESTMENTS
 AS OF FEBRUARY 29, 2024

FUND	PURCHASE 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	76,989	655	5.33%
	2/27/2023	8/27/2025	FHLB	STIFEL NICOLAUS	910	10,000,000	2,847	574	5.13%
	2/28/2023	2/28/2025	FHLMC	HILLTOP SECURITIES	731	5,000,000	701	819	5.06%
	3/6/2023	3/6/2026	FHLB	STIFEL NICOLAUS	1095	5,000,000	146,667	861	6.00%
	8/26/2021	8/26/2024	FHLB	STIFEL NICOLAUS	1095	5,000,000	1,971	205	0.43%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	3,000,000	7,220	240	0.57%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	2,000,000	4,813	240	0.57%
	4/5/2021	4/5/2024	FFCB	STIFEL NICOLAUS	1095	2,000,000	2,695	64	0.33%
	2/29/2024	3/1/2024	LOCAL MATCH-KEY ECR	KEY BANK-SWEEP	1	101,919	-	1	1.97%
	2/29/2024	3/1/2024	GRANT-ECR	KEY BANK	1	558,076	-	1	1.97%
	2/29/2024	3/1/2024	CATCH BASIN-KEY ECR	KEY BANK	1	103,352	-	1	1.97%
TOTAL LOCAL MATCH FUND						\$ 154,544,459	\$ 745,254		4.30%
PENSION FUND	2/29/2024	3/1/2024	KEY ECR	KEY BANK	1	8,612	\$ -	1	1.97%
	2/29/2024	3/1/2024	STAR OHIO	STATE OF OHIO	1	1,398,285	-	1	5.51%
TOTAL PENSION FUND						\$ 1,406,897	\$ -		5.49%
RTA CAPITAL FUND	2/29/2024	3/1/2024	KEY ECR	KEY BANK	1	1,563,305	\$ -	1	1.97%
	5/2/2022	4/30/2024	US TREASURY NOTE	HILLTOP SECURITIES	513	4,994,198	42,361	88	2.56%
	3/25/2022	9/25/2024	FHLB	STIFEL NICOLAUS	913	1,845,375	14,119	267	1.85%
	3/28/2022	3/28/2024	FHLB	STIFEL NICOLAUS	454	1,845,375	12,505	87	1.70%
	6/27/2022	6/27/2025	FHLB	STIFEL NICOLAUS	1095	8,167,887	48,354	511	3.33%
TOTAL RTA CAPITAL FUND						\$ 18,416,141	\$ 117,340		2.69%
RESERVE FUND	4/14/2022	4/14/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	49,948	699	2.63%
	6/30/2022	6/30/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	29,653	485	3.50%
	9/30/2022	9/30/2025	FHLB	STIFEL NICOLAUS	1095	5,000,000	90,778	537	4.30%
	8/30/2022	8/28/2024	FHLB	HILLTOP SECURITIES	363	5,000,000	1,563	215	3.75%
	12/9/2021	12/9/2024	FHLB	STIFEL NICOLAUS	1095	4,994,785	10,556	282	0.96%
	5/23/2022	5/23/2025	FFCB from GF	STIFEL NICOLAUS	1095	5,000,000	127,292	478	3.25%
	11/15/2021	11/15/2024	FHLB from GF	STIFEL NICOLAUS	1095	4,995,508	51,025	289	0.78%
	1/27/2023	1/27/2026	FHLMC	STIFEL NICOLAUS	1095	5,000,000	23,604	487	5.15%
	2/15/2023	6/28/2024	FHLB	STIFEL NICOLAUS	511	938,537	8,960	133	5.03%
	2/17/2023	11/17/2025	FFCB	STIFEL NICOLAUS	1003	5,000,000	76,989	627	5.33%
	2/27/2023	2/28/2025	FHLB	STIFEL NICOLAUS	911	5,000,000	1,424	513	5.13%
	2/28/2023	2/28/2025	FHLMC	HILLTOP SECURITIES	731	10,000,000	1,458	543	5.06%
	2/28/2023	2/28/2025	FHLB	HILLTOP SECURITIES	731	10,000,000	1,458	543	5.27%
	3/6/2023	3/6/2026	FHLB	STIFEL NICOLAUS	1095	10,000,000	293,333	764	6.00%
	6/16/2023	5/18/2026	FHLMC	HILLTOP SECURITIES	1095	5,000,000	77,316	841	5.36%
	6/22/2023	12/27/2024	FHLMC	HILLTOP SECURITIES	1095	5,000,000	48,750	298	5.40%
	2/29/2024	3/1/2024	KEY ECR	KEY BANK	1	64,984	-	1	1.97%
	2/29/2024	3/1/2024	STAR OHIO	STATE OF OHIO	1	74,277,087	-	1	5.51%
TOTAL RESERVE FUND						\$ 160,270,901	\$ 893,338		4.87%
GRAND TOTAL ALL FUNDS						\$ 376,083,616	\$ 1,798,017	285	4.43%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF FEBRUARY 29, 2024

Bonds	Final Maturity Date	Total Principal Outstanding 12/31/2023	Interest Payable/ 6/1/2024	Principal Payable/ 6/1/2024	Debt Service Requirement/ 6/1/2024	Interest Payable/ 12/1/2024	Principal Payable/ 12/1/2024	Debt Service Requirement/ 12/1/2024	Total Debt Requirement 2024
Series 2014A-Sales Tax Rev.	Dec. 2025	\$ 3,430,000	\$ 68,850	\$ -	\$ 68,850	\$ 68,850	\$ 1,690,000	\$ 1,758,850	\$ 1,827,700
Series 2015-Sales Tax Rev.	Dec. 2026	12,235,000	305,875	-	305,875	305,875	3,865,000	4,190,875	4,496,750
Series 2016-Sales Tax Rev.	Dec. 2027	5,660,000	141,500	-	141,500	141,500	1,315,000	1,456,500	1,598,000
Series 2019-Sales Tax Rev.	Dec. 2030	8,980,000	224,500	-	224,500	224,500	1,105,000	1,329,500	1,554,000
Total Bonds		\$ 30,305,000	\$ 740,725	\$ -	\$ 740,725	\$ 740,725	\$ 7,995,000	\$ 8,735,725	\$ 9,476,450

Bond Retirement
\$3,692,686

Current Balance (Set Aside for 2024)

\$525,797

Monthly Set Aside Required

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 AS OF FEBRUARY 29, 2024

BOND RETIREMENT FUND	
HUNTINGTON MONEY MARKET	\$ 5,716.99
TOTAL FEBRUARY	<u>\$ 5,716.99</u>
2024 YEAR TO DATE	11,429.41
2023 YEAR TO DATE	26,010.45
GENERAL FUND	
HUNTINGTON-SALES TAX ACCOUNT	\$ 8,883.69
STAROHIO	40,779.21
KEY BANK SWEEP ACCOUNT	13,812.86
PNC CUSTODY ACCOUNT	3,697.30
MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT	337.55
TOTAL FEBRUARY	<u>\$ 67,510.61</u>
2024 YEAR TO DATE	157,324.40
2023 YEAR TO DATE	128,123.97
INSURANCE FUND	
STAROHIO	\$ 32,638.57
TOTAL FEBRUARY	<u>\$ 32,638.57</u>
2024 YEAR TO DATE	58,425.06
2023 YEAR TO DATE	35,464.86
LAW ENFORCEMENT FUND	
KEY BANK SWEEP ACCOUNT	\$ 95.45
STAROHIO	435.85
TOTAL FEBRUARY	<u>\$ 531.30</u>
2024 YEAR TO DATE	832.71
2023 YEAR TO DATE	1,122.59
LOCAL MATCH FUND	
STAROHIO-LOCAL MATCH	\$ 192,168.12
FHLB	10,750.00
FHLB	256,150.00
FHLB	300,000.00
FHLMC	126,250.00
KEY BANK SWEEP ACCOUNT	6,977.72
TOTAL FEBRUARY	<u>\$ 892,295.84</u>
2024 YEAR TO DATE	1,210,540.93
2023 YEAR TO DATE	473,547.77
PENSION FUND	
STAROHIO	\$ 6,067.00
KEY BANK SWEEP ACCOUNT	14.07
TOTAL FEBRUARY	<u>\$ 6,081.07</u>
2024 YEAR TO DATE	12,612.81
2023 YEAR TO DATE	9,489.72
EMPLOYEE ACTIVITY ACCOUNT	
KEY BANK MONEY MARKET	\$ 473.03
TOTAL FEBRUARY	<u>\$ 473.03</u>
2024 YEAR TO DATE	966.35
2023 YEAR TO DATE	37.28
RTA CAPITAL FUND	
KEY BANK SWEEP ACCOUNT	3,042.89
TOTAL FEBRUARY	<u>\$ 3,042.89</u>
2024 YEAR TO DATE	6,587.43
2023 YEAR TO DATE	364.32

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
AS OF FEBRUARY 29, 2024**

RESERVE FUND		
STAROHIO	\$	276,197.47
FHLB		128,225.00
FHLB		131,250.00
FHLB		93,750.00
FHLB		90,625.00
FHLMC		262,500.00
FHLMC		126,250.00
KEY BANK SWEEP ACCOUNT		362.33
TOTAL FEBRUARY	<u>\$</u>	<u>1,109,159.80</u>
2024 YEAR TO DATE		1,615,841.15
2023 YEAR TO DATE		634,095.48
TOTAL ALL FUNDS		
FEBRUARY 24	\$	2,117,450.10
2024 YEAR TO DATE	\$	3,074,560.25
2023 YEAR TO DATE	\$	1,308,256.44

	<u>FEBRUARY</u>	<u>2024 YEAR TO DATE</u>
INTEREST RECEIVED (CASH BASIS)	\$ 2,117,450.10	\$ 3,074,560.25
ACCRUED INTEREST:		
BEGINNING:	(2,700,236.00)	(1,921,848.08)
ENDING	<u>1,798,017.05</u>	<u>1,798,017.05</u>
TOTAL INTEREST INCOME EARNED	<u>\$ 1,215,231.15</u>	<u>\$ 2,950,729.22</u>
AVERAGE INVESTMENT BALANCE (COST BASIS):	\$ 380,226,311	\$ 382,867,180
AVERAGE YIELD ON INVESTMENTS:	4.43%	4.41%

COMPOSITION OF INVESTMENT PORTFOLIO
AS FEBRUARY 29, 2024

Instrument:	PRINCIPAL	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	5,220,566.50	\$ 5,140,150	1.39%	4.90%	1
Key Bank Sweep Account	247,000	247,000	0.07%	1.97%	1
Star Ohio	145,431,842	145,431,842	38.67%	5.51%	1
Earnings Credit Rate Account	7,553,486	7,553,486	2.01%	1.97%	1
U.S. Government Securities	217,630,721	217,755,000	57.87%	3.84%	604
Total Investment Portfolio	\$ 376,083,616	\$ 376,127,478	100.00%	4.43%	285

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH FEBRUARY 29, 2024

MONTH	2024				2023					
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MONEYMKT YIELD #	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MARKET YIELD #
JANUARY	\$ 385,508,048	\$ 1,735,498	4.39%	5.36%	5.22%	\$ 373,600,888	\$ 1,088,754	3.73%	4.26%	4.19%
FEBRUARY	380,226,311	1,215,231	4.43%	5.32%	5.16%	375,262,233	1,025,329	3.96%	4.58%	4.43%
MARCH						376,391,518	1,443,221	4.11%	4.71%	4.69%
APRIL						380,299,265	1,438,394	4.19%	4.82%	4.89%
MAY						383,959,391	1,472,643	4.30%	4.93%	4.93%
JUNE						392,381,272	1,166,634	4.30%	5.06%	4.97%
JULY						382,652,131	1,296,004	4.38%	5.19%	5.14%
AUGUST						382,269,606	2,518,463	4.29%	5.20%	5.28%
SEPTEMBER						381,897,054	1,211,934	4.46%	5.39%	5.21%
OCTOBER						375,047,705	2,630,147	4.48%	5.43%	5.22%
NOVEMBER						382,477,148	1,193,770	4.52%	5.45%	5.21%
DECEMBER						381,753,533	1,586,601	4.26%	5.42%	5.25%
YEAR TO DATE	\$ 382,867,180	\$ 2,950,729	4.41%	5.34%	5.19%	\$ 379,818,066	\$ 18,071,894	4.25%	5.04%	4.95%
RTA AVERAGE YIELDS OVER (UNDER) INDEX				-0.93%	-0.78%					

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
 Banking and Financial Relationships
 As of February 29, 2024

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 Beniford (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.

AGENDA

RTA Board of Trustees Annual Meeting

March 19, 2024

- I. Call to order of Annual Meeting
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Election of Officers - Nominating Committee Chair Mayor Anthony D. Biasiotta
 - A. Nominations and election of the Office of President
 - B. Nominations and election of the Office of Vice President
- VI. Adjournment of Annual Meeting



Paul A. Koomar
Mayor
pkoomar@cityofbayvillage.com
440-899-3415

February 5, 2024

Greater Cleveland Regional Transit Authority
Board of Trustees Nominating Committee
1240 West 6th Street
Cleveland, Ohio 44113-1302

Dear Nominating Committee Members,

I had the pleasure of being elected by my Cuyahoga County Mayors and City Managers Association colleagues, to serve on the Greater Cleveland Regional Transit Authority (RTA) Board of Trustees, beginning in March 2021. I write today with earnest intent, seeking nomination to the Office of President on the Board of Trustees.

Prior to being elected Mayor of the City of Bay Village in 2017, I spent 16 years on City Council, serving as President from 2012-2016. I hold a Bachelor of Science in Business Administration and began my professional career in public accounting as a Certified Public Accountant, eventually expanding my business skills into a management role with Cleveland Clinic.

Over the course of my career, I have been fortunate to attain various certifications and complete numerous leadership and development courses, which continue to prepare and guide me in my roles. I am a proud graduate of the Leadership Ohio Class of 2020 and Leadership Cleveland Class of 2021, and remain active with the organization on their Recruitment & Evaluation Committee.

Both my public and private sector backgrounds provide me with an extensive familiarity in budgeting, forecasting, auditing, reporting standards and compliance. I am able to collaborate closely with top-level executives, and government officials at all levels, to garner support and seek assistance that promotes advancement and growth. I will work diligently to ensure all matters of the Board continue to be handled professionally, with strict confidentiality, and according to the governing bylaws and policies.

I believe the role of government is to serve the community and be responsive to the needs of its constituents. I find this to be equally true of our work at RTA. I would leverage my knowledge and skills to help guide the Board of Trustees on a path of continued opportunity, growth and success. It has been a pleasure working with RTA. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul Koomar".

Paul A. Koomar
Mayor

Lauren R. Welch
Hello@LaurenRWelch.com | [LinkedIn](#)

February 21st, 2024

GCRTA Nominating Committee
Greater Cleveland Regional Transit Authority
1240 West 6th Street
Cleveland, OH 44113

Esteemed Members of the GCRTA Nominating Committee and Board of Trustees,

Motivated by a deep commitment to elevating GCRTA's mission, I respectfully submit my candidacy for Vice President of the Board. Since joining in 2022, I've had the privilege of working alongside you and contributing meaningfully to our organization's achievements.

As Chair of the Operational Planning and Infrastructure Committee, I've played a role in bringing critical initiatives that have optimized operations and laid the foundation for future infrastructure enhancements to light. Additionally, I've spearheaded, with GCRTA leadership, the creation of the Civilian Oversight Committee, a valuable initiative that increases transparency and fosters significant community engagement.

This experience has not only equipped me with knowledge, but also built a foundation of collaboration, shared values, and a profound understanding of GCRTA's structure. I've forged significant relationships with fellow board members, leadership, and the community, solidifying my dedication to our shared goals.

However, I am not one to rest on past achievements. I am eager to leverage the progress we've made and contribute even more meaningfully. Serving as Vice President would be an honor, allowing me to champion innovative solutions, foster effective collaboration, and work with you to guide GCRTA towards an even brighter future.

Knowing we share a commitment to excellence, I humbly request your support and vote to represent the Board as Vice President and contribute to GCRTA's continued success.

Sincerely,



Lauren R. Welch