

RESOLUTION NO. 2015-126

AMENDING CHAPTER 286, "FINANCE AND ADMINISTRATION DIVISION" OF  
THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND  
REGIONAL TRANSIT AUTHORITY

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

WHEREAS, over the years, many of the resolutions have been amended; and

WHEREAS, at the present time, the Authority deems it necessary to review, revise and  
update the codified rules and regulations; and

WHEREAS, the Authority has conducted a review and determined that certain portions  
of Chapter 286, Finance and Administration, must be revised.

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

Section 1. That Section 286.01 is hereby amended to read as follows:

286.01 COMPOSITION.

The Finance and Administration Division is responsible for the Authority's  
financial matters, including accounting, support services, procurement revenue  
and cash management. The Office of Business Development is located within  
the Finance and Administration Division.

Section 2. That Section 286.02 is hereby amended to read as follows:

286.02 DEPUTY GENERAL MANAGER - FINANCE AND ADMINISTRATION.

There is hereby established in the Finance and Administration Division the  
unclassified position of Deputy General Manager-Finance and Administration,  
within the executive management structure.

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

Adopted: December 15, 2015



\_\_\_\_\_  
President

Attest:

  
\_\_\_\_\_  
CEO, General Manager/Secretary-Treasurer



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

TITLE/DESCRIPTION:  AMENDING CHAPTER 286, "FINANCE AND ADMINISTRATION DIVISION" OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2015- 126
	Date: December 10, 2015
	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 286 of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The code book has been updated periodically. It is now time for a comprehensive review and update so that the updated Code will conform to the current structure and operations of the Authority.
- Section 286.01 is being revised to reflect the current responsibilities of the Finance and Administration Division.
- 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 result in a clear, accurate and current policy.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in Chapter 286 remaining out of date.
- 8.0 RECOMMENDATION: It is recommended that this resolution be adopted.
- 9.0 ATTACHMENTS: Redline copy of revisions to Chapter 286.

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

  
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CEO, General Manager/Secretary-Treasurer

CHAPTER 286  
Finance and Administration Division

286.01 Composition.

286.02 Deputy General  
Manager-Finance and  
Administration.

CROSS REFERENCES

Urbanized area formula grants - see 49 U.S.C.A. 5307

Fixed guideway capital investment grants - see U.S.C.A. 5309

Research, development, demonstration, and deployment projects - see 49  
U.S.C.A. 5312

Technical assistance and standards development - see 49 U.S.C.A. 5314

General Provisions - 49 U.S.C.A. 5323

Public transportation emergency relief program - 49 U.S.C.A. 5324

National transit database - see 49 U.S.C.A. 5335

Apportionment of appropriations for formula grants - see 49 U.S.C.A. 5336

State of good repair grants - see 49 U.S.C.A. 5337

Authorizations - see 49 U.S.C.A. 5338~~Federal financial assistance - see 49  
U.S.C.A. 1602~~

~~Grants to states and local agencies for deployment of innovative techniques and  
methods in the management and operation of public transportation  
services - see 49 U.S.C.A. 1603(i)~~

~~Urban mass transit grant program - see 49 U.S.C.A. 1604~~

~~Block grants - see 49 U.S.C.A. 1607a~~

~~Grants for training programs - see 49 U.S.C.A. 1607b~~

~~Grants for research and training in urban transportation problems; grants for  
establishment and operation of transportation centers at nonprofit  
institutions of higher learning - see 49 U.S.C.A.~~

~~1607e~~

~~Data and financial reporting systems - see 49 U.S.C.A. 1611~~

~~Emergency financial assistance - see 49 U.S.C.A. 1613~~

~~Uniform system of accounts and records and reporting system - see  
49 C.F.R. Part 630~~

Nondiscrimination - see 49 U.S.C.A. 5332

Tax levies - see Ohio R.C. 306.321, 306.49, 306.52, 306.70, 306.71

Bidding and contracts - see Ohio R.C. 153.12, 306.43, 306.44

Revenue bonds - see Ohio R.C. 306.37 et seq., ~~306.50~~

County commissioners may appropriate funds - see Ohio R.C. 306.47

Tax levy law - see Ohio R.C. 5705.01 et seq.

Sales tax - see Ohio R.C. 5739.01 et seq.

Bidder for certain public contracts to obtain certificate of compliance with affirmative action requirements - see Ohio R.C. 9.47

Affirmative action provisions to be in all contracts with State or subdivision - see Ohio R.C. 125.111

Discrimination prohibited in contracts, purchase orders and agreements - see Bylaws Art. VII, Sec. 5

Affirmative action and disadvantaged business enterprise/women's business enterprise program - see PERS. Ch. 620

Deputy General Manager-Finance and Administration as member of Executive Management Team - see ADM. 240.01

Acceptance and expenditure of Federal funds by General Manager/ Secretary-Treasurer - see ADM. 242.03

Department of Internal Audit - see ADM. Ch. 260

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

Financial policies and procedures - see FIN. Ch. 460

Funds - see FIN. Ch. 460

Protection against internal losses of public assets - see FIN. Ch. 464

#### 286.01 COMPOSITION.

The Finance and Administration Division is responsible for the Authority's financial matters, including accounting, support services, procurement revenue and cash management. comprises the following components: (a)

—The Financial Planning and Budgeting Department The Office of Business Development is located within the Finance and Administration Division;

(b) The Financial Management and Reporting Department (comprising the Accounting and the Revenue Sections);

(c) The Information Systems Department;

(d) The Personnel Services Department;

(e) The Procurement Department; and

(f) The Building Administration Department.

(Res. 2015-XXX. Passed XX-XX-15)

#### 286.02 DEPUTY GENERAL MANAGER-FINANCE AND ADMINISTRATION.

There is hereby established in the Finance and Administration Division the unclassified position of Deputy General Manager-Finance and Administration, within the executive management structure.

(Res. 2015-XXX. Passed XX-XX-15)