



Greater Cleveland
Regional Transit Authority

1240 West 6th Street
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riderta.com

MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on **Tuesday, December 15, 2020** 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.

In accordance with Sub. H.B. 404 of the 133rd General Assembly, passed on November 19, 2020, signed by the Governor of the State of Ohio on November 22, 2020 and the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency, this meeting will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. **Only Board members and required RTA staff will be allowed in the Board Room.** 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. External and Stakeholder Relations & Advocacy Committee

- System Redesign – Update on the System Redesign.

Audit, Safety Compliance And Real Estate Committee

- Property Insurance Renewal Program – Presentation on the Property Insurance Renewal Program.

Board of Trustees – agenda attached.

A handwritten signature in black ink, appearing to read 'India L. Birdsong', is written in a cursive style.

India L. Birdsong
General Manager, Chief Executive Officer

ILB:tab
Attachment

AGENDA

RTA EXTERNAL & STAKEHOLDER RELATIONS & ADVOCACY COMMITTEE

Tuesday, December 15, 2020

Committee Members: Ms. Valarie J. McCall - Chair
 Rev. Charles P. Lucas - Vice Chair
 Mr. Justin M. Bibb
 Mayor Michael P. Byrne
 Ms. Luz N. Pellot

- I. Roll Call
- II. System Redesign – Update on the System Redesign.
 Presenter:
 - Joel Freilich, Director of Service Management
- III. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

From: India L. Birdsong
General Manager/Chief Executive Officer

A handwritten signature in black ink, enclosed in a hand-drawn oval. The signature appears to be 'ILB'.

Date: December 10, 2020

Subject: System Redesign Update

At the December 15, 2020, meeting of the External and Stakeholder Relations & Advocacy Committee, staff will present an update on the System Redesign: NEXT GEN RTA. The redesigned RTA network, to be implemented in June, will adhere closely to the community priorities expressed through last year's System Redesign Pillar Study, with enhancements resulting from staff analysis of this year's public comments.

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

ILB/JBF

AGENDA

RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE


Tuesday, December 15, 2020

Committee Members: Ms. Karen Gabriel Moss - Chair
 Rev. Charles P. Lucas - Vice Chair
 Mr. Terence P. Joyce
 Ms. Valarie J. McCall
 Mayor David E. Weiss

- I. Roll Call
- II. Property Insurance Renewal Program – Presentation on the Property Insurance Renewal Program.
- III. Adjourn



To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

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

Date: December 9, 2020

Subject: Property Insurance Program Update

At the December 15, 2020 Audit, Safety Compliance and Real Estate Committee meeting, Director of Risk Management, Judy Lincoln, will provide an update regarding the Property Insurance Program.

As discussed during her presentation at the December 1, 2020 Committee meeting, GCRTA carries an all-risk property insurance policy which protects the physical assets of GCRTA from fire, windstorm, explosion, and similar perils. The current policy is written with FM Global and contains a blanket coverage limit of \$500 million per occurrence and a deductible of \$250,000 per occurrence, both with various sub-limits and exceptions for specialty coverages. This policy expires on January 1, 2020.

As shared with the Board at the Committee meeting, this year GCRTA was informed in August that FM Global would not renew the account, as they had determined that Rail / Rolling stock exposures are no longer part of their core business. Therefore we worked with our broker, Aon Insurance Services, to conduct a full competitive marketing effort for the property insurance program. An underwriting submission was prepared and sent out to a number of insurance carriers in October of this year.

As of this date, we have proposals for both the traditional property and the rolling stock assets of GCRTA. Rolling Stock (both rail and bus) is a unique exposure and only certain insurance markets will consider insuring it. Therefore, our recommendation includes placing two separate policies for GCRTA's property insurance coverage as of January 1, 2021. The first policy will be written by Liberty Mutual and is for the coverage of all GCRTA real and personal property excluding rolling stock. The second policy is a stand-alone Rolling Stock policy written by Evanston Insurance.

The combined premium for this program is \$1,126,116, an increase of 36% over the expiring premium of \$828,000. Given the combination of no incumbent carrier, the very difficult property insurance market, and some recent loss experience in our record, we budgeted for \$1,280,200 or a 55% increase based on guidance from our insurance brokers. The new premium is 12% below budget or approximately \$154,000, less than projected.



Greater Cleveland
Regional Transit Authority

Aon conducted a very wide marketing effort, including US and non-US markets and we have indications from other markets that are 50% and above the premiums quoted here. Based on this market analysis, we are confident that we have the best terms and conditions at the best pricing available in the current marketplace.

Judy Lincoln will provide you with a few further details during the brief presentation at the December 15, 2020 Committee meeting. We will also be submitting a resolution for your approval at that time.

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

ILB/JLL

AGENDA

RTA Board of Trustees Meeting

Tuesday, December 15, 2020

(This meeting will commence after the committee meetings)

- I. Call to order
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Approval of the November 17, 2020 Board Meeting minutes
- V. Public comments (**2 minutes**) on **agenda items** can be phoned in using the dial in information **or** submitted via form at www.riderta.com/events by selecting the meeting date:

Phone: 440-276-4600
- VI. Board Governance Committee report
- VII. Operational Planning & Infrastructure Committee report
 - Chair: Mr. Terence P. Joyce
- VIII. Organizational, Services & Performance Monitoring Committee report
 - Chair: Rev. Charles P. Lucas
- IX. Audit, Safety Compliance and Real Estate Committee report
 - Chair: Karen Gabriel Moss
- X. External and Stakeholder Relations and Advocacy Committee report
 - Chair: Valarie J. McCall
- XI. Community Advisory Committee (CAC)
 - Board Liaison: Justin M. Bibb
- XII. Ad Hoc Committee reports
 - Ad Hoc Paratransit Committee – Rev. Charles P. Lucas, Chair
 - Ad Hoc Technology Committee – Justin M. Bibb, Chair
- XIII. Introduction of new employees and announcement of promotions
- XIV. Introduction of resolutions:
 - A. 2020-91 – Authorizing Contract No. 2020-161 with Hill International, Inc. for Project 18.87 – On-Call Inspection Services - 2020 in an amount not to exceed \$450,000.00 for a period of twenty-four (24) months (RTA Capital

and/or Development Funds, Engineering & Project Development Department budget)

- B. 2020-92 – Authorizing Contract No. 2020-163 with the Ruhlin Company for Project 61F – Triskett Garage CNG infrastructure upgrades, in an amount not to exceed \$6,262,000.00 (RTA Development Fund, Engineering & Project Development Department budget)
- C. 2020-93 – Authorizing Contract No. 2020-181 with CBTS, LLC for the purchase of Network Core Upgrade Equipment and Services in an amount not to exceed \$293,281.40 (RTA Development Fund, Information Technology Department budget)
- D. 2020-94 – Authorizing Contract No. 2020-194 with Motorola Solutions, Inc. for the purchase of Transit Police portable radios, dispatch consoles & body cameras for a total contract amount not to exceed \$1,334,907.00 (RTA Development Fund (\$966,905.00) and General Fund (\$368,002.00), Intelligent Transportation Systems Department budget)
- E. 2020-95 – Authorizing a Change Order to Contract No. 2016-099 with Lamar Transit, LLC for Transit Advertising Sales Services (Revenue Generating, amount variable based upon net sales)
- F. 2020-96 – Authorizing the purchase of property insurance from various insurance underwriters through AON Risk Services Northeast, Inc. for a period of twelve (12) months for a total contract amount not to exceed \$1,126,116.00 (General Fund, Risk Management Department budget)
- G. 2020-97 – Amending Sections 460.02 and 460.03 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- H. 2020-98 – Authorizing an interagency agreement with the Ohio Department of Transportation for Section 3 of the Opportunity Corridor Project (RTA Development Fund, Engineering and Project Development budget)
- I. 2020-99 – Authorizing the General Manager, Chief Executive Officer to enter into an intergovernmental agreement with the Cleveland Metropolitan School District for student fares for the 2020-2021 school year and ratifying the issuance of tickets
- J. 2020-100 – Amending budget appropriations for the FY 2021 Capital Improvement Fund budget to provide for an increase of \$12,650,000
- K. 2020-101– Making appropriations for the current expenses and other expenditures for the Greater Cleveland Regional Transit Authority during fiscal year 2021

- L. 2020-102– To amend the Fiscal Year 2020 revenues and appropriations for the General Fund, as adopted in Resolution No. 2019-118 and to provide for a \$5,000,000 transfer to the Reserve Fund for Rail Car Replacement

XV. Interim Secretary-Treasurer's Report:

- A. General Fund Revenue – status as of November 30, 2020 versus 2019 actuals
- B. General Fund Revenue – status as of November 30, 2020 versus the 2020 budget
- C. Sales & Use Tax Receipts Report budgeted during 2020, actual receipts through December 2020 *****TO BE DISTRIBUTED AT A LATER DATE*****
- D. Inventory of Treasury Investments as of November 30, 2020
- E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of November 30, 2020
- F. Summary of Investment Performance, Year to Date through November 30, 2020
- G. Report on Investment Earnings (cash basis) as of November, 2020
- H. Composition of Investment Portfolio as of November 30, 2020
- I. Banking and Financial Relationships as of November 30, 2020

XVI. General Manager's Report

XVII. President's Report

XVIII. Old Business

XIX. New Business

- XX. Public comments (**2 minutes**) on **non-agenda items** can be phoned in using the dial in information **or** submitted via form at www.riderta.com/events by selecting the meeting date:

Phone: 440-276-4600

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

- XXII. The next regular Board meeting is scheduled for **Tuesday, January 19, 2021** in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. Only Board members and required RTA staff will be allowed in the Board Room.

XXIII. Adjournment

Minutes

RTA Board of Trustees Meeting

9:50 a.m., November 17, 2020

Present: Clough (Chair), Lucas (Vice Chair), Bibb, Byrne, Joyce, McCall, Moss, Pellet, Serrano, Weiss

Not present: None

Also Present: Becker, Benford, Birdsong, Bitto, Burney, Caver, Cottrell, Dangelo, Davidson, Fields, Freilich, Garofoli, Gautam, Ghanem, Harris, Howse, Kirkland, Laule, Mothes, Orlando, Penning, Rusnov, Schipper, Sutula, Tarka, Upchurch

Mayor Clough called the meeting to order at 9:50 a.m. The secretary called the roll and reported that ten (10) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people. This meeting was live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public.

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

Minutes

Mayor Clough stated that the minutes from the October 27, 2020 Board Meeting had been previously distributed and reviewed and asked whether there were any additions and/or corrections. There were no corrections. The minutes were approved.

Rep. Stephanie Howse – House District 11

Rep. Howse said there are companion pieces of legislation that are going on. One being House Bill 754 and Senate Bill 352. They've been changing the way local municipalities receive the payroll taxes. Now that we have shifted to a virtual world due to COVID-19, there are proposals going on that basically decimate local budgets. The taxes where the people are working remotely will go to that remote location and not the area where the company is located. In Cuyahoga County, this can have a significant negative impact on budgets. They have not been formally introduced or assigned to committee. If RTA have not begun to have those conversations at the Board level, it may be something to look at since it may affect the funding. Looking at service in the community and future development, this legislation will negatively impact the community. Moving into the next General Assembly, the biggest thing is protecting the increased investment in public transportation. They increased it to \$70 million per year for public transit in Ohio. As a result of COVID, they project there will be a decrease in revenue. It will be in their best interest to put together a statewide initiative to protect those increased investments in public transit, which has been devastated by the Pandemic.

Mayor Clough said the income tax issue will impact cities, not so much RTA because RTA receives sales tax revenue. He appreciates her support of public transit. It's important that RTA continues to receive funds from the State to improve or maintain the quality of service. She said that as RTA develops its strategy going into the next budget cycle, that she is a willing partner.

Rev. Terrence Upchurch – House District 10

Rep. Upchurch echoed the sentiments of Rep. Howse regarding the two bills. This is another step to cripple the ability of local governments to fund themselves. Protecting the investments that we are able to gain this next General Assembly, to the transportation budget will be vital. They expect a budget shortfall because of the Pandemic. There may not be any increases to the budget. However, he would like the \$70 million budget not be decreased. Mayor Clough thanked him for his support and offered assistance. Ms. Birdsong asked if there are any recommendations for RTA to help support the effort for funding for public transit. He said as they move closer to the next General Assembly, he urged RTA to do the work they did last cycle meeting with the representatives and expressed the importance of funding and how vital public transit is as an economic development issue, educational issue and health issue. And that public transit is vitally important to local government in large urban areas.

Public Comments – Agenda Items

1. Ken Pendergast – Lakewood, OH – Hi, I'm public affairs director of All Aboard Ohio, founded in 1973 to improve passenger rail and public transit. On AAO's behalf, I'm asking RTA board and staff to answer with its ongoing Service Plan this question -- what to do with the Waterfront Line extension of the Blue/Green light-rail lines. With the rail line shut down until spring 2021, we believe this line is at a crossroads. The status quo with this line is not working. Abandonment is no option as it may force RTA to reimburse the FTA much of the roughly \$10 million it has spent since 2010 to keep this line in a state of good repair.

AAO believes a good answer is expansion and should be part of RTA's Service Plan. When it began in 1996, the Waterfront Line wasn't intended to end in a parking lot. In 2000, when the FTA considered a New Start with a cost per new rider below \$20 as favorable, extending the Waterfront Line as a Downtown Loop was projected by RTA to have a cost per new rider below \$14 while generating enough new tax revenues to support the expansion with a TIF. With downtown population more than double that of 20 years ago, with more than 2,000 housing units and a new CountryWide Mortgage HQ planned along the proposed Loop route, plus an upcoming CSU Campus Master Plan and possibly a unified rail fleet allowing all rail routes to use a Downtown Loop, we believe this is a timely question for the Service Plan to answer. We hope you agree and look forward to talking with you about it. Best regards.

Committee Reports

There were no committee reports.

Community Advisory Committee (CAC)

There was no CAC report.

Ad Hoc Committee Reports

There was no Ad Hoc Committee report.

Introduction of New Employees/Promotions

New Hires:

1. Shalena Mitchell – Occupational Health Specialist
2. Jacob Chabowski – Marketing Specialist
3. Wendy Talley – Director of Training and Employee Development
4. Brian Fife – Supervisor, Rail Station Facilities

Promotions:

1. Sharon Rudolph – Service Quality Coordinator
2. David Pfeiffer – Manager of General Accounting

Mayor Clough and Ms. Birdsong congratulated the new hires and promotions.

Introduction of Resolutions

- A. 2020-83 – Authorizing Contract No. 2020-091 with Norfleet Distributors, LLC for the furnishing of Personal Protective Equipment (PPE), as specified and as required, for a period of one year not to exceed \$110,160.00 (General Fund, Fleet Management Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mayor Byrne and approved by unanimous vote.

Ms. Dangelo said this is a new procurement related to COVID. This past year, they took advantage of encasing both gloves and masks into a procurement to get a better quantity discount. They received over 230 interested people and 21 responded. Fifteen of the 21 did not meet the minimum requirements of the IFB related to the DBE goal. However, after a compliance review by OBD, they had four responsible bidders. The recommended vendor met the requirements of the bid. They came in under the estimate.

- B. 2020-84 – Authorizing Contract No. 2020-100 with MWL Brasil Rodas & Eixos LTDA. for the furnishing of up to 400 28-inch steel wheels for Tokyu Heavy Rail vehicles, as specified and as required, for a period of one year in an amount not to exceed \$335,944.00 (General Fund, Fleet Management Department budget), the adoption of which was moved by Mr. Joyce, seconded by Rev. Lucas and approved by unanimous vote.
- C. 2020-85 – Authorizing Contract No. 2020-125 with Hatzel & Buehler, Inc. for Project 60F – West 30th Street Substation Rehabilitation, in an amount not to exceed \$1,557,327.00 (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mr. Bibb and approved by unanimous vote.
- D. 2020-86 – Authorizing Contract No. 2020-129 with Electronic Data Magnetics, Inc. for the purchase of magnetic fare media, as required, for a period of three years, with two additional one-year options, in an amount not to exceed \$552,987.00 for the base term and in an amount not to exceed \$184,329.00 for each option year, for a total contract amount not to exceed \$921,645.00 (General Fund, Revenue Department budget), the adoption of which was moved by Mr. Joyce, seconded by Ms. Pellot and approved by unanimous vote.

Ms. Moss said that Ms. Dangelo and Ms. Birdsong provided the Board with a good explanation for this being a single bid. A former vendor dropped out of the business. After reading the memo, she feels comfortable voting for this resolution.

- E. 2020-87 – Authorizing Contract No. 2020-148 with CBTS, LLC, DBA CBTS Technology Solutions, LLC to provide Next Generation Telephone Service for one year through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program, for a price not to exceed \$204,602.16 (General Fund, Information Technology Department budget), the adoption of which was moved by Mayor Byrne, seconded by Ms. Moss and approved by unanimous vote.
- F. 2020-88 – Authorizing an increase to Contract No. 2018-090 with Cintas Corporation No. 2 to revise the scope of services for rental and maintenance of shop uniforms in an amount NTE \$300,837.20 for the remaining base contract and in an amount NTE \$150,418.60 for each of two option years, for a new total contract amount NTE \$1,589,105.46 (General Fund, Fleet Management Department budget), the adoption of which was moved by Mr. Joyce, seconded by Mr. Serrano and approved by unanimous vote.

Mayor Clough asked why there was a need to increase this. Ms. Birdsong commended the staff for working on this. There was a discussion about contract management being transparent and audited by Internal Audit. Dr. Caver added that this resolution included a memo with additional information. Prior to this contract, RTA was in contract with another vendor for over 10 years. When the contract came out, it was a new contract with several items that were discovered that were new to staff. One was the number of workers. The other was that the new vendors charged for insurance. One of the benefits of going to another vendor was new uniforms and new types of uniforms at a different price. The combination of those two revealed that they would be over budget in the new process. They took it to the change order committee, which gave them the opportunity to have the appropriation necessary to take the contract through its end and to provide everyone with the correct uniforms moving forward.

Ms. Moss asked if staff looks at whether this was a good contract given the situation or if we had been better staying with the former contractor. Dr. Caver said even with the issues, this contract was still advantageous for the GCRTA.

- G. 2020-89 – Repealing Chapters 1084, 1085 and 1086 and enacting a new Chapter 1086 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, the adoption of which was moved by Mr. Joyce, seconded by Ms. Moss and approved by unanimous vote.

She thanked the Paratransit team led by Nick Davidson under the leadership of Dr. Caver. They did a great job on the handbook. The handbook will be reviewed by a few committees and advocacy groups and then move forward to the larger Paratransit community hopefully before Christmas.

- H. 2020-90 – Authorizing the Greater Cleveland Regional Transit Authority to grant to the Northeast Ohio Regional Sewer District (“NEORS”) a permanent subterranean right-of-way and easement to access and maintain the shoreline storage tunnel on parcel known as Cuyahoga County Permanent Parcel Number 108-16-019, located at the Dupont Bus Loop on Dupont Avenue, Cleveland, Ohio, for the price of \$28,800.00, the adoption of

which was moved by Ms. Moss, seconded by Mr. Serrano. Mr. Joyce asked to abstain. The roll was called. There was nine (9) ayes and one abstain from Mr. Joyce. It passed.

Interim Secretary-Treasurer's Report

Dr. Caver gave the report. The foundation of RTA's economic reliability is the strength of the local economy. The local employment rate plays a large role in the revenue sources. The unemployment rate for the nation has improved. The State of Ohio and Cuyahoga County is starting to level off. An 11.2% unemployment rate is still high for the region. We're still in a recession. As there are more infections, the recovery is becoming weaker. The current surge and what it is doing to the nation depresses the recovery. Moody's analytics said there are some winners like online retail. This helps with tax collection. Stock prices are also winning. The losers are renters, small businesses, box office sales, air travel and hotel. Moody's also looked at how the economy is recovering. Ohio is approximately 86% of its pre-COVID levels. Economists do not expect a full recovery to the pre-COVID levels until 2022. The next few years will have to be done in a depressed economy. Households are still dependent on the stimulus funding and finances are strained.

One third of workers are concerned over losing money, losing their jobs or being laid off. Economic sentiment is what allows us to spend money. If people believe their job is in peril, they will not spend money and that affects sales tax. Locally, the two major revenue sources are ridership and fare collection. Ridership drives fare collection. YTD we are at 37% of ridership. In October, we were at 56% of normal expected ridership in 2019. Since COVID, we have been at 54%. This has a direct impact on passenger fares. In October, we were at 51% of 2019 revenue. November has a -6.4% decline compared to 2019. The November collections are for the August activity. The August activity was when the stimulus payments ended. The longer the government takes to consider a second stimulus package, the more negative affect it will have on the community.

We received \$100 million more revenue than expected, largely driven by the CARES funding act. Passenger fares and sales tax were down a combined \$18 million. Expenses can be controlled. We spent \$36 million less. Total operating expenditures were \$15 million less or the budget is at 7.8% below its budgeted levels. Savings that occurred when we had a reduced service level drove a lot of this. Looking at the Board policy goals and financial goals, the Passenger Fare Ratio is depressed due to low fares. The Operating Ratio is low due to low fares. Because of the CARES Act funds, we have a healthy Operating Reserve of 10 months. We have a healthy debt service coverage. These are key components of a strong business. The federal government money has assisted RTA in being a stable organization.

Rev. Lucas asked where would RTA fit in for a second stimulus bill. Dr. Caver said the national rhetoric is stalled. He would not expect anything to occur prior to a beginning of a new administration. There is a gap between the Democrat and Republican amount of money that they want to spend. He expects that infrastructure will be a priority under the new administration. As a result, the 2021 does not include any additional federal funds for RTA. Mr. Bibb asked where we are with CMSD and what the potential contract will look like given that we do not know when schools will resume in person and how much sensitivity analysis is built into next year's budget. Mr. Gautam said for 2021, they project a slight increase, but it is dependent on what the schools and universities decide. Some had returned to campus, but may be going back to 100% remote after Thanksgiving. They continue to make sure the schools are taken care of. The sensitivity analysis will be depressed, at least 50% lower than what we have received historically pre-COVID. It is incorporated in the 2021 budget.

Mayor Clough said when he joined the Board, RTA was lucky to have a 30-day operating reserve. So a 10-month reserve is positive and staff is doing well controlling cost and increasing revenues.

General Manager, Chief Executive Officer Report

India Birdsong gave the presentation. RTA is committed to safety. RTA signed a pledge on September 15. It was developed by APTA. It solidified what passengers want and expect as far as public health guidelines and how we operate within those recommendations. A seal on the front door at the Main Office and around the entire Authority reiterates to our customers and employees RTA's commitment to safety, disinfecting and allowing employees to stay home if they are sick and reducing our exposure to COVID-19. We've been working with Marketing to advertise this on social media, website and digital print. RTA has reported 53 reported COVID cases. A majority of these cases have returned to work and the rest remain in quarantine. A lot of the reported exposure have occurred outside of work. The Return to Work process is in Phase II. The plan was to return to the office 100% by January 2021, but with the Governor's update, they have decided to stay at Phase II, which is a three to two day on schedule depending on the department. They are vigilant to maintain safety and continue to evaluate weekly to determine what to do day to day.

The Waterfront Line rail service is temporarily suspended until Spring 2021 due to a new phase in the ongoing track rehabilitation project at Tower City. Because the ridership is relatively low, there will not be replacement bus service for this service. The free fare day in partnership with the Cleveland Foundation, November 3 had ridership of 55,900 or 11% higher than a typical Tuesday. There was coverage from several media outlets. The Cleveland Foundation said this was the second highest media covered event for them. Next Gen RTA public meetings continue with Facebook live meetings. Check the website for more information. We are in the feedback portion of the process. We have not committed to eliminating anything or modification of any routes. They have been given a recommendation by different consultants, but it is the intent as staff see fits. They will take all of the public comment into considerations before a final recommendation.

Public comments on non-agenda items

Comments were received via email and by dial in.

1. Sabrina Robinson – Lakewood, OH - RTA paratransit three seater minivans do not allow for social distancing. There is always another passenger on this small van. We are only 2 ft. apart from one another. Some of the vans do not have partitions for the driver. These vans should not be on the road. Social distancing play a major role in protecting yourself from Covid-19.
2. Dana Beveridge – Cleveland, OH - Regarding Resolution 2020-83: Will the procurement of PPE be solely for GCRTA employees or for passengers? Since GCRTA has used its CARES Act funds quite carefully at the beginning of the pandemic and the State of Ohio seems to be heading back into stricter COVID restrictions, the authority should now start to implement PPE distribution on all vehicles (Something that Detroit started doing in April). I implore GCRTA to seek grant funding through local foundations such as the Cleveland Foundation if more funding is needed to make this happen. Making masks available at customer service desks which many riders do not frequent is not enough. Operators are currently put in a difficult spot when they cannot enforce the state and county mask mandates. Making masks available onboard each vehicle would be an easy solution for many riders who board without a mask. Additionally, I applaud Mr. Bibb's proposal to shift towards Fare Free for All. CEO Birdsong's concern about fare enforcement employees is valid and I propose that such employees could shift into roles as Transit Ambassadors.
3. Rev. Pamela Pinkney-Butts – Cleveland, OH – She asked Ms. Birdsong to resign. She doesn't like what she does for the transportation system. The shelters are operators are mean and rude. She asked why Mr. Dixon and Mr. Calabrese was released. She requested a

meeting with her. She said she was muted during the meeting. She doesn't like how she is treated. She plans to complain to the Civil Rights Commission.

Ms. Birdsong asked that all callers be respectful and comments will be cut at two minutes.

Old Business

Rev. Lucas had a question for the property manager. He will leave his question with Ms. Birdsong.

Upcoming Meetings

The next regular Board meeting is scheduled for Tuesday, December 15, 2020 in the Board Room of the Authority, Root-McBride Building, and 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live streamed on RTA's Facebook page for staff and members of the public at www.facebook.com/riderta Only Board members and required RTA staff will be allowed in the Board Room.

This meeting was adjourned at 10:45 a.m.

President

Attest:



Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PROJECT 18.65 ON-CALL INSPECTION SERVICES - 2020 VENDOR: HILL INTERNATIONAL, INC. AMOUNT: NTE \$450,000.00 FOR TWENTY-FOUR (24) MONTH PERIOD	Resolution No.: 2020-91
	Date: December 10, 2020
	Initiator: Engineering & Project Development
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 Authority to enter into a contract for On-Call Inspection Services for a period of twenty-four (24) months.

- 2.0 **DESCRIPTION/JUSTIFICATION:** This project is to obtain professional services to provide construction inspection support to internal RTA Staff. Tasks will be issued to support RTA staff on various projects throughout the Authority. The services will be authorized on an as needed basis.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (“RFP”) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Thirty-eight (38) interested parties, including potential subcontractors, downloaded the solicitation package. Four (4) proposals were received in response to this solicitation on October 29, 2020. 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 Hill International, Inc. the first ranked firm, and an acceptable price was reached.

 Hill International, Inc. has successfully completed projects for the GCRTA, including the Little Italy Station, the West 117th Street Rapid Station, and the Stephanie Tubbs Jones Transit Center, among others.

 The Procurement Department performed a cost analysis and determined the proposed pricing from Hill International, Inc. in an amount not to exceed \$450,000.00 for a period of twenty-four (24) months to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. An 11% DBE goal was established for this procurement. Hill International Inc. has committed to achieving the DBE participation goal through the utilization of Somat Engineering (Subcontinent Asian-Owned) in the amount of \$49,500.00 or 11%.

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

- 6.0 **ECONOMIC IMPACT:** This contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget, including but not limited to, 100% Local funds and FTA Grants to be determined, in an amount not to exceed \$450,000.00 for a period of twenty-four (24) months. This is the budgeted amount for this project.

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority without the staff required to properly support the various projects underway and create undue hardship on GCRTA's Engineering Department due to their existing workload.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees Operational Planning and Infrastructure Committee at the December 1, 2020 meeting. It is recommended that the offer from Hill International, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

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


General Manager, Chief Executive Officer

RESOLUTION NO. 2020-91

AUTHORIZING CONTRACT NO. 2020-161 WITH HILL INTERNATIONAL, INC. FOR PROJECT 18.87 – ON-CALL INSPECTION SERVICES - 2020 IN AN AMOUNT NOT TO EXCEED \$450,000.00 FOR A PERIOD OF TWENTY-FOUR (24) MONTHS (RTA CAPITAL AND/OR DEVELOPMENT FUNDS, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, The Authority requires task order inspection services for construction inspection and construction management support services; and

WHEREAS, the proposal of Hill International, Inc., with an office located at 9100 South Hills Blvd., Suite 230, Broadview Heights, Ohio 44147, to perform said services was received on October 29, 2020 in response to a competitive solicitation; and

WHEREAS, after negotiations, Hill International, Inc. has agreed to perform the required services in an amount not to exceed \$450,000.00 for a period of twenty-four (24) months; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Hill International, Inc. to be the most advantageous to the Authority, finds the prices 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 Hill International, Inc. to provide various task order services under Project 18.87 – On-Call Inspection Services 2020 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 Hill International, Inc. for the performance of said services.

Section 3. That said contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget, including but not limited to 100% Local funds and FTA Grants to be determined, in an amount not to exceed \$450,000.00 for a period of twenty-four (24) months.

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 Hill International, Inc. will attempt to exceed the 11% minimum DBE goal assigned to this procurement.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PROJECT 61F – TRISKETT GARAGE CNG INFRASTRUCTURE UPGRADES VENDOR: THE RUHLIN COMPANY AMOUNT: \$6,262,000.00	Resolution No.: 2020-92
	Date: December 10, 2020
	Initiator: Engineering & Project Development
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 Authority to enter into a contract to provide construction services for Project 61F – Triskett Garage Compressed Natural Gas (CNG) Infrastructure Upgrades.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project consists of completing the demolition and construction to make Triskett Garage compliant with all codes and regulations for the fueling, maintenance, and storage of Compressed Natural Gas (CNG) fueled buses.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (“IFB”) was posted on the GCRTA Procurement website and advertised in the local newspapers. Twenty-four interested parties, including potential subcontractors, downloaded the solicitation package. Four bids were received and opened on November 11, 2020 as follows:

Company Name	Total Base Bid
The Ruhlin Company	\$6,262,000.00
Cold Harbor Building Company	\$6,273,000.00
Dunlop & Johnston, Inc.	\$6,383,000.00
North Bay Construction, Inc.	\$6,939,160.71

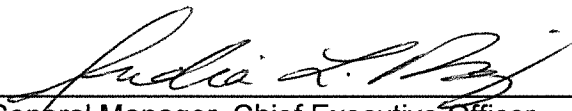
The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. The Total Base Bid Price of \$6,262,000.00 from The Ruhlin Company is approximately 17.61% less than the Engineer’s Estimate of \$7,600,000.00. The Ruhlin Company was determined to be a responsible bidder.

A cost analysis has been performed and the bid of The Ruhlin Company has been determined by the Procurement Department to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 20% DBE goal was established for this procurement. The Ruhlin Company has committed to achieving the DBE participation goal through the utilization of Irizar Electric (Hispanic-owned) in the amount of \$1,136,681, and Sallie’s Wholesale Construction (African American Female-owned) to supply materials in the amount of \$210,000.00 (equals \$126,000.00 under Federal Regulations) for a total of \$1,262,681.00 or 20%.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This procurement shall be payable through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grant OH-2019-006 and OH-2016-054, in an amount not to exceed \$6,262,000.00 (\$5,009,600.00 in federal funds which represent 80% of the total cost).

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will create hardship on GCRTA by not allowing the new CNG buses to be operated out of Triskett Garage.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees Operational Planning & Infrastructure Committee at the December 1, 2020 meeting. It is recommended that the bid of The Ruhlin Company be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-92

AUTHORIZING CONTRACT NO. 2020-163 WITH THE RUHLIN COMPANY FOR PROJECT 61F – TRISKETT GARAGE CNG INFRASTRUCTURE UPGRADES, IN AN AMOUNT NOT TO EXCEED \$6,262,000.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority deems it necessary to acquire construction services, as provided under Project 61F – Triskett Garage Compressed Natural Gas (CNG) Infrastructure Upgrades; and

WHEREAS, the bid of The Ruhlin Company, located at 6931 Ridge Road, Sharon Center, OH 44274, was received on November 11, 2020 in an amount not to exceed \$6,262,000.00 to perform said services; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of The Ruhlin Company to be a responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the bid of The Ruhlin Company for Project 61F – Triskett Garage CNG Infrastructure Upgrades, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with The Ruhlin Company for Project 61F – Triskett Garage CNG Infrastructure Upgrades.

Section 3. This procurement shall be payable through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grant OH-2019-006 and OH-2016-054, in an amount not to exceed \$6,262,000.00 (\$5,009,600.00 in federal funds which represent 80% of the total cost).

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

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that The Ruhlin Company will attempt to exceed the 20% minimum DBE goal assigned to this procurement.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer


2020-93



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

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

Date: December 10, 2020

Subject: Network Core Upgrade

At the December 15, 2020 meeting of the Board of Trustees, GCRTA will seek approval to award Contract No. 2020-181 to CBTS, LLC for the upgrade of the Authority's network core in an amount not to exceed \$293,281.40.

This Invitation for Bid requested bids for equipment and services to replace the Authority's existing network core, which resides in the data center and is essentially the heart of the Authority's network. This equipment provides the interconnection between all information systems, as well as the operating districts, passenger facilities and external stakeholders.

The current network core is approximately twelve years old and is not optimized for modern networks and current technology. It is based on a single large piece of equipment, exposing the Authority to significant communication vulnerabilities due to multiple single-points of failure. The equipment and services with this upgrade will provide for an enhanced network based on a distributed architecture that can be easily scaled, providing redundancy to eliminate single-points of failure, as well as enhanced security. The need for this upgrade was discussed at a recent Ad Hoc Committee meeting.

Two bids from responsive and responsible bidders were received for this procurement. The bids of CBTS, LLC and Forefront Technology, Inc. were extremely competitive, coming within approximately \$900 of each other. CBTS, LLC has past experience working with the GCRTA, including the Next Generation telephone system, video conferencing equipment upgrades and the 575 EYES Suspicious Activity program. The Information Technology Department has reviewed and approved the bid of CBTS, LLC for technical correctness.

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

IB/MD

TITLE/DESCRIPTION: CONTRACT: NETWORK CORE UPGRADE VENDOR: CBTS, LLC AMOUNT: TOTAL AMOUNT NOT TO EXCEED \$293,281.40	Resolution No.: 2020-93
	Date: December 10, 2020
	Initiator: Information Technology Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract with CBTS, LLC for the purchase of network core upgrade equipment and services.

2.0 **DESCRIPTION/JUSTIFICATION:** The Authority's Information Technology Department maintains a substantial voice and data network between GCRTA's Main Office Building, districts and facilities to deliver access to critical information systems. At the heart of this network is the network core, which resides in the Authority's data center, providing the interconnection between all information systems, as well as the operating districts, passenger facilities, and external stakeholders. The current network core is approximately twelve years old and is not optimized for modern networks. It is based on a single large piece of equipment, creating vulnerabilities with multiple single-points of failure. This procurement will provide for an enhanced network based on a distributed architecture that can be easily scaled, providing redundancy to eliminate single points of failure, as well as enhanced security.

3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Notifications were sent out to seven prospective bidders and twenty-five interested parties accessed and/or downloaded the solicitation. Two responsive bids were received on November 27, 2020 as follows:

Company Name	Bid Total
CBTS, LLC	\$293,281.40
Forefront Technology, Inc.	\$294,182.87

CBTS, LLC was determined to be a responsible bidder. The Total Bid of CBTS, LLC was determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

A price analysis was performed and the Procurement Department has determined that the total bid of \$293,281.40 is fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE participation goal was established for this procurement do to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the RTA Development Fund, Information Technology Department budget, including but not limited to Capital Grant OH-2016-054, in an amount not to exceed \$293,281.40 (\$234,625.12 in Federal funds which represents 80% of the total cost).
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would delay the upgrade of the Authority's network core equipment, which is a vital component to the infrastructure necessary for providing data and communications in order to conduct the Authority's mission of delivering safe, reliable, clean and courteous public transportation.
- 8.0 RECOMMENDATION: It is recommended that the bid of CBTS, LLC be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-93

AUTHORIZING CONTRACT NO. 2020-181 WITH CBTS, LLC FOR THE PURCHASE OF NETWORK CORE UPGRADE EQUIPMENT AND SERVICES IN AN AMOUNT NOT TO EXCEED \$293,281.40 (RTA DEVELOPMENT FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires an upgrade of its network core infrastructure; and

WHEREAS, the bid of CBTS, LLC, located at 400 Metro Place North, Suite 300, Dublin, Ohio 43017 for the furnishing of network core upgrade equipment and services, in an amount not to exceed \$293,281.40, was received on November 27, 2020; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of CBTS, LLC to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the bid of CBTS, LLC for the furnishing of network core upgrade equipment and services, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with CBTS, LLC for the furnishing of network core upgrade equipment and services.

Section 3. This procurement will be funded through the RTA Development Fund, Information Technology Department budget, including but not limited to Capital Grant OH-2016-054, in an amount not to exceed \$293,281.40 (\$234,625.12 in federal funds which represents 80% of the total cost).

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 CBTS, LLC will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: TRANSIT POLICE PORTABLE RADIOS, DISPATCH CONSOLES & BODY CAMERAS VENDOR: MOTOROLA SOLUTIONS, INC. AMOUNT: NTE \$1,334,907.00	Resolution No.: 2020-94
	Date: December 10, 2020
	Initiator: Intelligent Transportation Systems Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for the purchase of new portable radios, dispatch consoles, and body worn cameras for Transit Police utilizing the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program.

2.0 **DESCRIPTION/JUSTIFICATION:** The Transit Police Department's current portable radios range from four to ten years old. Parts are becoming obsolete, making the units difficult to maintain and creating communication issues. The current dispatch consoles currently have no redundancy in place and experience periodic outages. This procurement will provide 130 new portable radios for officers and two dispatch consoles to be located at the main office building. The new equipment will be identical models to the radios and consoles utilized by operations, recently purchased as part of the Authority's radio replacement project, providing efficiencies for maintenance and training.

Additionally, this project will provide 130 body worn cameras for Transit Police officers. In 2019, approximately half of all law enforcement agencies in the United States utilized body cameras. Implementing this new technology will improve evidence collection, strengthen officer performance and accountability, enhance transparency, and aid in investigations and complaints of officer-involved incidents.

3.0 **PROCUREMENT BACKGROUND:** Section 306.43 (H)(4) of the Ohio Revised Code provides political subdivisions within the State of Ohio the opportunity to participate in contracts executed by the State of Ohio, Department of Administrative Services, for the purchase of supplies, services, equipment and certain materials. Resolution No. 1990-69 gives authorization to the General Manager, Chief Executive Officer to utilize the State of Ohio Cooperative Purchasing Program.


Further, Section 306.43 (H)(2) of the Ohio Revised Code states competitive procedures are not required when the purchase consists of goods or services for which it is found after reasonable inquiry that only one source of supply is reasonably available. Motorola Watchguard Video is the exclusive and sole provider of cloud storage services for the body cameras.

Motorola is providing the Authority further discounted pricing below their state term schedule pricing for the portable radios, dispatch consoles and body cameras. The annual per-device rate for cloud storage is being provided at the same rate as other agencies throughout Ohio.

The price for all portable radios, dispatch consoles and body worn cameras, including cloud storage, is not to exceed \$1,334,907.00. The prices established under the state program are the result of a competitive process. Motorola is providing the equipment and services to the Authority as a municipal lease. This funding mechanism will allow the Authority to spread the total cost over five years, including zero interest, with the first payment not due for one year. The Authority will retain ownership of all equipment at the end of the term.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not conduct Affirmative Action reviews or establish DBE participation goals on procurements included in the State Cooperative Purchasing Program.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the RTA Development Fund, Intelligent Transportation Systems Department budget, including but not limited to 100% Local funds, in an amount not to exceed \$966,905.00, and through the General Fund, Intelligent Transportation Systems Department budget, in an amount not to exceed \$368,002.00, for a total contract amount not to exceed \$1,334,907.00.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would result in Transit Police needing to maintain and continue utilizing aging and obsolete communications equipment, as well as delay the implementation and deployment of Transit Police body worn cameras. Further, delaying the purchase may result in the offer of Motorola becoming less favorable to the Authority.
- 8.0 RECOMMENDATION: This project was discussed by the Board of Trustees Audit, Safety Compliance & Real Estate Committee at the December 1, 2020 meeting. It is recommended that the offer of Motorola Solutions, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-94

AUTHORIZING CONTRACT NO. 2020-194 WITH MOTOROLA SOLUTIONS, INC. FOR THE PURCHASE OF TRANSIT POLICE PORTABLE RADIOS, DISPATCH CONSOLES & BODY CAMERAS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,334,907.00 (RTA DEVELOPMENT FUND (\$966,905.00) AND GENERAL FUND (\$368,002.00), INTELLIGENT TRANSPORTATION SYSTEMS DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority has the need to purchase new portable radios, dispatch consoles and body worn cameras for the Authority's Transit Police Department; and

WHEREAS, the offer of Motorola Solutions, Inc. located at 12430 Plaza Drive, Parma, Ohio 44130, to provide portable radios, dispatch consoles and body worn cameras was received on October 6, 2020; and

WHEREAS, the offer from Motorola Solutions, Inc. is made available through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program in an amount not to exceed \$1,334,907.00; and

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

WHEREAS, the Board of Trustees authorized utilization of the Cooperative Purchasing Program in Resolution No. 1990-69; and

WHEREAS, Section 306.43 (H)(2) of the Ohio Revised Code states competitive procedures are not required when the purchase consists of goods or services where only one source of supply is reasonably available; and

WHEREAS, Motorola Watchguard Video is the exclusive and sole provider of cloud storage services for the body worn cameras; and

WHEREAS, Motorola Solutions, Inc. is providing their offer as a municipal lease; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Motorola Solutions, Inc. utilizing the Cooperative Purchasing Program 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 Motorola Solutions, Inc. to provide portable radios, dispatch consoles and body cameras to the Authority be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with Motorola Solutions, Inc. to provide portable radios, dispatch consoles and body cameras for the Authority's Transit Police Department.

Section 3. That this procurement will be funded through the RTA Development Fund, Intelligent Transportation Systems Department budget, including but not limited to 100% Local funds, in an amount not to exceed \$966,905.00 and through the General Fund, Intelligent Transportation Systems Department budget, in an amount not to exceed \$368,002.00, for a total amount not to exceed \$1,334,907.00.

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

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: CHANGE ORDER TO CONTRACT NO. 2016-099 FOR TRANSIT ADVERTISING SALES SERVICES VENDOR: LAMAR TRANSIT, LLC AMOUNT: VARIABLE, DEPENDING ON ACTUAL SALES	Resolution No.: 2020-95
	Date: December 10, 2020
	Initiator: Marketing and Communications
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 Authority to enter into a change order to Contract No. 2016-099, with Lamar Transit, LLC, for Transit Advertising Sales Services.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority desires to maximize the revenue generating opportunities at its disposal by the sale of transit related advertising media. Advertising space is available on the inside and outside of Authority buses, inside rail cars, and at rail stations and other passenger facilities. In 2020, transit advertising sales, both locally and nationally, were significantly impacted by the COVID-19 pandemic. As a result, Lamar Transit, LLC approached GCRTA, requesting financial relief in the form of a reduced Minimum Annual Guarantee for 2021. Lamar Transit, LLC has made similar requests to its other transit client across the nation.
- 3.0 **PROCUREMENT BACKGROUND:** On November 15, 2016, by Resolution No. 2016-101, the Authority entered into a revenue-generating contract with Lamar Transit, LLC for the sale of advertising space, as well as the service and maintenance of the advertising space, for a period of three years with two, one-year options. The Authority exercised option years one and two in August 2019, for a contract expiration of December 31, 2021.

For the rights to sell the Authority's transit advertising space, Lamar Transit, LLC agreed to pay the Authority the following Minimum Annual Guarantee:

Year	Minimum Annual Guarantee
2017	\$1,150,000
2018	\$1,275,000
2019	\$1,325,000
2020	\$1,375,000
2021	\$1,425,000

Although annual transit advertising sales did not fully fund the Minimum Annual Guarantee, full payments were made to GCRTA, in January of each contract year, as specified in the contract.

The proposed change order would reduce the Minimum Annual Guarantee from \$1,425,000.00 to \$523,312.79 in 2021, paid in twelve monthly payments of \$43,609.40. The Authority would be entitled to 62.5% of all sales over \$837,300.46, and this supplemental commission will occur in December 2021. A cross-functional team, including the Deputy General Manager of Finance and Administration, the Director of Accounting, and the Director of Marketing and Communications, with support from Legal and Procurement, negotiated these terms. The Change Order Committee approved this change order request.

A revenue analysis was performed and the Procurement Department has determined that the negotiated change order with Lamar Transit, LLC is fair and reasonable for the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE participation goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: The exact amount of this change order is directly dependent upon the amount of advertising sales revenue generated. Funds will be deposited into the General Fund.
- 7.0 ALTERNATIVES: Reject this change order. Rejection of this change order could impact the Authority's partnership with Lamar Transit, LLC and the economic benefits the Authority receives from transit advertising revenue.
- 8.0 RECOMMENDATION: This change order was discussed by the Board of Trustees at Organization, Services & Performance Monitoring Committee at the December 1, 2020 meeting. It is recommended that the change order with Lamar Transit, LLC, as negotiated, be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to modify the 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. 2020-95

AUTHORIZING A CHANGE ORDER TO CONTRACT NO. 2016-099 WITH LAMAR TRANSIT, LLC FOR TRANSIT ADVERTISING SALES SERVICES (REVENUE GENERATING, AMOUNT VARIABLE BASED UPON NET SALES)

WHEREAS, the Greater Cleveland Regional Transit Authority permits the sale of advertising space on transit revenue vehicles and property; and

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

WHEREAS, the proposal of Lamar Transit, LLC, located at 247 Cayuga Road, Buffalo, NY 14225 to provide transit advertising sales services was received on September 8, 2016; and

WHEREAS, on November 15, 2016, Resolution No. 2016-101 authorized Contract No. 2016-066 with Lamar Transit, LLC for the sale of advertising space, as well as the service and maintenance of the advertising space, for a period of three years with two, one-year options; and

WHEREAS, the Authority exercised option years one and two in August 2019, for a contract expiration of December 31, 2021; and

WHEREAS, in 2020, transit advertising sales, both locally and nationally, were significantly impacted by the COVID-19 pandemic, and as a result, Lamar Transit, LLC requested financial relief in the form of a reduced Minimum Annual Guarantee for 2021; and

WHEREAS, after extensive negotiations, the proposed change order would reduce the Minimum Annual Guarantee to \$523,312.79 in 2021, paid in twelve monthly payments of \$43,609.40, and the Authority would be entitled to 62.5% of all sales over \$837,300.46; and

WHEREAS, the General Manager, Chief Executive Officer deems the change order, as negotiated, to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the change order with Lamar Transit, LLC 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. 2016-099, Transit Advertising Sales Services, with Lamar Transit, LLC by reducing the Minimum Annual Guarantee payment to \$523,312.79 in 2021, to be paid in twelve month payments of \$43,609.40 and entitling the Authority to 62.5% of all sales over \$837,300.46.

Section 3. The exact amount of this change order is directly dependent upon the amount of advertising sales revenue generated. Funds will be deposited into the General Fund.

Section 4. That all other terms and conditions of the original contract remain unchanged.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer

TITLE/DESCRIPTION:		Resolution No.:
CONTRACT: PURCHASE OF PROPERTY INSURANCE FROM VARIOUS UNDERWRITERS		2020-96
VENDOR: AON RISK SERVICES NORTHEAST, INC.		Date: December 10, 2020
AMOUNT: NTE \$1,126,116.00 FOR A PERIOD OF TWELVE MONTHS		Initiator: Risk Management Department
ACTION REQUEST:		
<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____		

- 1.0 PURPOSE/SCOPE: This action will provide the Authority with insurance to protect the physical assets of the Authority for a period of twelve (12) months.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority requires all-risk property insurance to protect its physical assets in case of fire, explosion, windstorm and similar perils. The current property insurance policy expires January 1, 2021.
- 3.0 PROCUREMENT BACKGROUND: GCRTA carries an all-risk property insurance policy which protects the physical assets of GCRTA from fire, windstorm, explosion, and similar perils. The current policy is written with FM Global and contains a blanket coverage limit of \$500 million per occurrence and a deductible of \$250,000.00 per occurrence, both with various sub-limits and exceptions for specialty coverages.

FM Global is one of the premier property insurers in the world and GCRTA has had coverage with them for many years. However, this year they announced in August that they would non-renew GCRTA as an account due to the Rail / Rolling Stock exposure which is not considered part of their core business.

Given the decision by FM Global, and the continued hardening market and expected significant rate increases, we worked with our property insurance broker, Aon Risk Services Northeast, Inc. ("Aon") to conduct a competitive marketing effort.

An underwriting submission was prepared summarizing the GCRTA account, total insured values, and comprehensive descriptions of properties including loss control engineering inspections and data. Aon has approached numerous property insurance markets for quotations / proposals and these are being evaluated and negotiated in order to obtain the best possible terms and conditions, as well as pricing, for GCRTA's property insurance program.

As of this date, we have proposals for both the traditional property and the rolling stock assets of GCRTA. "Rolling Stock" (both rail and bus) is a unique exposure and only certain insurance markets will consider insuring it. Therefore, our recommendation includes placing two separate programs for GCRTA's property insurance coverage as of January 1, 2021.

The first program will be written by Liberty Mutual and is for the coverage of all GCRTA real and personal property excluding rolling stock. The deductible on the Liberty Mutual policy remains at \$250,000 per occurrence, with exceptions for high hazard flood locations and other specialty perils as was the case with the FM Global policy.

The second program is a stand-alone Rolling Stock policy written by Evanston Insurance Company and specifically provides coverage for GCRTA Rolling Stock (both rail and bus). The deductible on the Rolling Stock policy is now \$500,000 per occurrence, as the price of maintaining the \$250,000 deductible was cost-prohibitive.

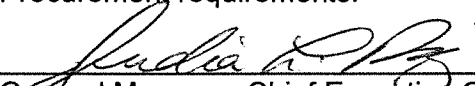
The combined premium for this program is \$1,126,116.00, an increase of 36% over the expiring premium of \$828,000. Given the combination of no incumbent carrier, the very difficult property insurance market, and some recent loss experience in our record, we budgeted for \$1,280,200 or a 55% increase based on guidance from our insurance brokers. The new premium is 12% below budget or approximately \$154,000, less than projected.

After some calls to other transit authorities, it is clear that they are all experiencing significant increases in their property insurance premiums this year. Aon conducted a very wide marketing effort, including US and non-US markets and we have indications from other markets that are 50% and above the premiums quoted here. Based on this market analysis, we are confident that we have the best terms and conditions at the best pricing available in the current marketplace.

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

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This insurance policy shall be funded through the General Fund, Risk Management Department budget, payable with 2021 funds (contingent upon Board approval of the 2021 Operating Budget) at a total contract amount not to exceed \$1,126,116.00 for the twelve (12) month period beginning January 1, 2021.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will leave the Authority without property insurance, thereby putting substantial assets of the Authority at risk.
- 8.0 RECOMMENDATION: This property insurance program was discussed by the Board of Trustees Audit, Safety Compliance and Real Estate Committee at the December 1, 2020 meeting. It is recommended that the submittal of the underwriters through Aon Risk Services Northeast, Inc., be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to purchase the property insurance policies.
- 9.0 ATTACHMENTS: None.

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


General Manager, Chief Executive Officer

RESOLUTION NO. 2020-96

AUTHORIZING THE PURCHASE OF PROPERTY INSURANCE FROM VARIOUS INSURANCE UNDERWRITERS THROUGH AON RISK SERVICES NORTHEAST, INC. FOR A PERIOD OF TWELVE (12) MONTHS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,126,116.00 (GENERAL FUND, RISK MANAGEMENT DEPARTMENT BUDGET)

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

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

WHEREAS, the submittal of a group of underwriters through Aon Risk Services Northeast, Inc., located at 950 Main Avenue, Suite 1600, Cleveland, Ohio 44113, to provide property insurance coverage for a period of twelve (12) months was received, and after negotiations, an amount not to exceed \$1,126,116.00 for the twelve (12) month period was agreed upon; and

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

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

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

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Aon Risk Services Northeast, Inc. for the purchase of property insurance coverages from various underwriters, that the Authority expects will include Liberty Mutual and Evanston Insurance Company, to provide property insurance coverage up to the limit of \$500,000,000 per occurrence from January 1, 2021 to January 1, 2022, at premiums not to exceed \$1,126,116.00.

Section 3. This insurance program shall be payable out of the General Fund, Risk Management Department budget, payable with 2021 funds (contingent upon Board approval of the 2021 Operating Budget), at a total amount not to exceed \$1,126,116.00 for twelve (12) months beginning January 1, 2021.

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

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

Adopted: December 15, 2020

President

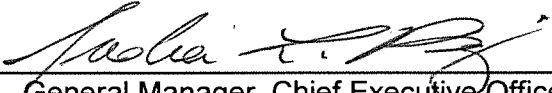
Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: AMENDING SECTIONS 460.02 AND 460.03 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2020- 97
	Date: December 10, 2020
	Initiator: Finance & Administration
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 Sections 460.02 and 460.03 of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: The financial policies were last updated in 2017. The proposed revisions to Section 460.02 will remove the Medicaid Sales and Use Tax Transition Fund from the code. This fund was originally established to receive a one-time payment from the State of Ohio to compensate for the removal of Medicaid managed care organizations from the sales tax base. It is being eliminated because there is no longer a need for this fund. The provision for the reserve fund is being moved to a separate section to more closely align with the Authority's financial statements. The proposed revision to Section 460.03 will clarify that the Capital Improvement Fund consists of the RTA Capital Fund and the RTA Development Fund.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will bring the Authority's financial policies up to date to be consistent with current practices.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in financial policies that remain out of date.
- 8.0 RECOMMENDATION: This resolution was discussed at the December 1, 2020 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 Sections 460.02 and 460.03

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



General Manager, Chief Executive Officer

ATTACHMENT A TO STAFF SUMMARY

460.02 GENERAL FUND.

- (a) The General Fund will be used to pay the day-to-day operating obligations of the Authority.
- (b) The annual appropriation budget shall be approved by the Board of Trustees by December 31 of each year for the ensuing fiscal year.
- (c) Policy goals to measure and/or control operating expenses and revenues will be:
- (1) The goal for the operating ratio (operating revenues divided by operating expenses) is to be at or greater than twenty-five percent with a long-range objective of having operating revenue cover an increasing proportion of operating expenses. Operating revenues shall include passenger fare and advertising and sponsorship revenues. Operating expenses, where applicable, shall be defined to include capitalized operating expenses.
 - (2) In order to maintain an adequate fund balance to mitigate current and future risks, the Authority's goal shall be to maintain a general fund balance of at least one month's operating expenses.
 - A. In the event that this goal is not maintained, or if the financial forecast projects the ending balance to be below this level, a plan shall be developed to replenish the fund balance.
 - (3) The goal for growth in the cost of delivering a unit of service (cost per service hour) will be to remain at or below the rate of inflation.
 - (4) The goal for debt service coverage (total operating revenue minus operating expenditures divided by debt service requirements) will be to remain at a minimum of 1.5.
- (d) Management shall provide the Board of Trustees with at least quarterly reports on actual versus budget performance for revenues and expenses.

~~(e) A Reserve Fund containing sub-accounts may be established and maintained to protect the Authority from economic downturns. The Reserve Fund sub-accounts and criteria for management and balances are below.~~

- ~~(1) Reserve for fuel: Annual savings resulting when actual expenditures are less than the budgeted line item for fuel may be placed in this sub-account to protect the Authority from a significant and continuing rise in fuel prices.~~
- ~~(2) Reserve for compensated absences: Excess funds from the General Fund may be placed in this sub-account to ensure payment to employees for vacation time that has been earned. This reserve shall not exceed twenty five percent of the accrued liability for compensated absences.~~
- ~~(3) Reserve for hospitalization: Excess funds from the General Fund may be~~

~~placed in this sub-account to protect against substantial cost increases from unfunded mandates or out of the ordinary costs for catastrophic illnesses. The reserve shall not exceed ten percent of annual hospitalization costs.~~

~~(4) Reserve for 27th Payroll Expense: The authority has two different payroll cycles; one cycle for hourly employees and one for salaried employees. Within each cycle, there is an extra pay date (27th payroll expense) that occurs every twelve years. This reserve shall be funded to the best of the Authority's ability in order to plan for this additional payroll expense.~~

~~(5) A Rolling Stock Replacement Fund account may be established to set aside funds to systematically replace aging revenue vehicles. Funds should be amassed in this replacement fund and then transferred to the Capital Improvement Fund to assist in meeting this major capital requirement.~~

~~(a) A Medicaid Sales and Use Tax Transition Fund Account may be established to receive payments from the State of Ohio for the loss of sales and use tax revenue from Medicaid managed health care organizations.~~

~~(Res. 2011-79. Passed 9-20-11; Res. 2012-112. Passed 12-18-12. Res. 2017-15. Passed 3-21-17; Res. 2017-80. Passed 9-19-17; Res. 2017-121. Passed 12-19-17. [Res. 2020-XXX](#). Passed XX-XX-XX.)~~

460.03 RESERVE FUND

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

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

(1) Reserve for fuel: Annual savings resulting when actual expenditures are less than the budgeted line item for fuel may be placed in this sub-account to protect the Authority from a significant and continuing rise in fuel prices.

(2) Reserve for compensated absences: Excess funds from the General Fund may be placed in this sub-account to ensure payment to employees for vacation time that has been earned. This reserve shall not exceed twenty-five percent of the accrued liability for compensated absences.

(3) Reserve for hospitalization: Excess funds from the General Fund may be placed in this sub-account to protect against substantial cost increases from unfunded mandates or out of the ordinary costs for catastrophic illnesses. The reserve shall not exceed ten percent of annual hospitalization costs.

(4) Reserve for 27th Payroll Expense: The authority has two different payroll cycles; one cycle for hourly employees and one for salaried

employees. Within each cycle, there is an extra pay date (27th payroll expense) that occurs every twelve years. This reserve shall be funded to the best of the Authority's ability in order to plan for this additional payroll expense.

(5) A Rolling Stock Replacement Fund account may be established to set aside funds to systematically replace aging revenue vehicles. Funds should be amassed in this replacement fund and then transferred to the Capital Improvement Fund to assist in meeting this major capital requirement.

460.03460.04 CAPITAL IMPROVEMENT FUND.

(a) The Capital Improvement Fund shall be used to account for the construction and acquisition of major capital facilities and equipment. It shall include funds to match federal and state grants as well as funds to be used for capital construction and acquisition without the benefit of any grant funding. The Capital Improvement Fund will consist of the RTA Capital Fund and the RTA Development Fund.

(b) Projects that are locally-funded, smaller and more routine in nature, generally less than one-hundred-fifty thousand dollars (\$150,000) and have a useful life not exceeding five (5) years will primarily be budgeted in the RTA Capital Fund.

(c) The RTA Development Fund will consist of projects that are larger, greater than one-hundred-fifty thousand dollars (\$150,000) and have a useful life greater than five (5) years. These projects can be supported through local, federal, and state funding, of which, federal and state funding may require a local match.

~~(b)~~(d) The Authority will strive to take advantage of all available state and federal grants and other financing programs for capital improvements including but not limited to State of Ohio public transportation grants, Federal Highway Administration programs, programs of the Federal Transit Administration, and the Federal Emergency Management Agency.

~~(e)~~(e) Items that have a useful life in excess of one year and an acquisition cost in excess of five thousand dollars (\$5,000) are considered to be capital expenditures.

~~(e)~~(f) An amount of at least ten percent of sales tax revenues shall be allocated to capital improvement on an annual basis. This amount shall be allocated directly to the Capital Improvement Fund to support budgeted projects or to the Bond Retirement Fund to support debt service payments.

~~(e)~~(g) Recognizing that the capital program requires a critical balance between maintenance of existing assets and expansion efforts, the following policy

objective will be used to develop the annual capital budget. The goal percent of capital maintenance outlay to capital expansion outlay will be a minimum of seventy-five percent and maximum of ninety percent.

(Res. 2011-79. Passed 9-20-11. Res. 2017-121. Passed 12-19-17. [Res. 2020-XXX.](#)
[Passed XX-XX-XX.](#))

RESOLUTION NO. 2020-97

AMENDING SECTIONS 460.02 AND 460.03 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

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

WHEREAS, the financial policies were last updated in 2017; and

WHEREAS, the Authority has determined that revisions to Sections 460.02 and 460.03 are needed to bring the financial policies in line with current practices.

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

Section 1. That Sections 460.02 and 460.03 are hereby amended to read as specified in Attachment A hereto.

Section 2. That the remainder of Chapter 460 will be re-numbered to account for the removal of the provisions regarding the reserve fund from Section 460.02 to a new Section 460.03 and the re-numbering of Section 460.03 to 460.04.

Section 3. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

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

Attachment: A. Sections 460.02, 460.03 and 460.04

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer

ATTACHMENT A TO RESOLUTION

460.02 GENERAL FUND.

(a) The General Fund will be used to pay the day-to-day operating obligations of the Authority.

(b) The annual appropriation budget shall be approved by the Board of Trustees by December 31 of each year for the ensuing fiscal year.

(c) Policy goals to measure and/or control operating expenses and revenues will be:

- (1) The goal for the operating ratio (operating revenues divided by operating expenses) is to be at or greater than twenty-five percent with a long-range objective of having operating revenue cover an increasing proportion of operating expenses. Operating revenues shall include passenger fare and advertising and sponsorship revenues. Operating expenses, where applicable, shall be defined to include capitalized operating expenses.
- (2) In order to maintain an adequate fund balance to mitigate current and future risks, the Authority's goal shall be to maintain a general fund balance of at least one month's operating expenses.
 - A. In the event that this goal is not maintained, or if the financial forecast projects the ending balance to be below this level, a plan shall be developed to replenish the fund balance.
- (3) The goal for growth in the cost of delivering a unit of service (cost per service hour) will be to remain at or below the rate of inflation.
- (4) The goal for debt service coverage (total operating revenue minus operating expenditures divided by debt service requirements) will be to remain at a minimum of 1.5.

(d) Management shall provide the Board of Trustees with at least quarterly reports on actual versus budget performance for revenues and expenses. (Res. 2011-79. Passed 9-20-11; Res. 2012-112. Passed 12-18-12. Res. 2017-15. Passed 3-21-17; Res. 2017-80. Passed 9-19-17; Res. 2017-121. Passed 12-19-17. Res. 2020-XXX. Passed XX-XX-XX.)

460.03 RESERVE FUND

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

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

- (1) Reserve for fuel: Annual savings resulting when actual expenditures are less than the budgeted line item for fuel may be placed in this sub-account to protect the Authority from a significant and continuing rise in fuel prices.
- (2) Reserve for compensated absences: Excess funds from the General Fund

may be placed in this sub-account to ensure payment to employees for vacation time that has been earned. This reserve shall not exceed twenty-five percent of the accrued liability for compensated absences.

- (3) Reserve for hospitalization: Excess funds from the General Fund may be placed in this sub-account to protect against substantial cost increases from unfunded mandates or out of the ordinary costs for catastrophic illnesses. The reserve shall not exceed ten percent of annual hospitalization costs.
- (4) Reserve for 27th Payroll Expense: The authority has two different payroll cycles; one cycle for hourly employees and one for salaried employees. Within each cycle, there is an extra pay date (27th payroll expense) that occurs every twelve years. This reserve shall be funded to the best of the Authority's ability in order to plan for this additional payroll expense.
- (5) A Rolling Stock Replacement Fund account may be established to set aside funds to systematically replace aging revenue vehicles. Funds should be amassed in this replacement fund and then transferred to the Capital Improvement Fund to assist in meeting this major capital requirement.

460.04 CAPITAL IMPROVEMENT FUND.

(a) The Capital Improvement Fund shall be used to account for the construction and acquisition of major capital facilities and equipment. It shall include funds to match federal and state grants as well as funds to be used for capital construction and acquisition without the benefit of any grant funding. The Capital Improvement Fund will consist of the RTA Capital Fund and the RTA Development Fund.

(b) Projects that are locally-funded, smaller and more routine in nature, generally less than one-hundred-fifty thousand dollars (\$150,000) and have a useful life not exceeding five (5) years will primarily be budgeted in the RTA Capital Fund.

(c) The RTA Development Fund will consist of projects that are larger, greater than one-hundred-fifty thousand dollars (\$150,000) and have a useful life greater than five (5) years. These projects can be supported through local, federal, and state funding, of which, federal and state funding may require a local match.

(d) The Authority will strive to take advantage of all available state and federal grants and other financing programs for capital improvements including but not limited to State of Ohio public transportation grants, Federal Highway Administration programs, programs of the Federal Transit Administration, and the Federal Emergency Management Agency.

(e) Items that have a useful life in excess of one year and an acquisition cost in

excess of five thousand dollars (\$5,000) are considered to be capital expenditures.

(f) An amount of at least ten percent of sales tax revenues shall be allocated to capital improvement on an annual basis. This amount shall be allocated directly to the Capital Improvement Fund to support budgeted projects or to the Bond Retirement Fund to support debt service payments.

(g) Recognizing that the capital program requires a critical balance between maintenance of existing assets and expansion efforts, the following policy objective will be used to develop the annual capital budget. The goal percent of capital maintenance outlay to capital expansion outlay will be a minimum of seventy-five percent and maximum of ninety percent.

(Res. 2011-79. Passed 9-20-11. Res. 2017-121. Passed 12-19-17. Res. 2020-XXX. Passed XX-XX-XX.)



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: CONTRACT: INTERAGENCY AGREEMENT FOR SECTION 3 OF THE OPPORTUNITY CORRIDOR PROJECT VENDOR: OHIO DEPARTMENT OF TRANSPORTATION AMOUNT: UP TO \$250,000.00	Resolution No.: 2020-98
	Date: December 10, 2020
	Initiator: Engineering & Project Development
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 Authority to enter into an Interagency Agreement ("Agreement") with the Ohio Department of Transportation ("ODOT") for Section 3 of the Opportunity Corridor Project ("Project").

- 2.0 **DESCRIPTION/JUSTIFICATION:** As part of their commitments in the approved environmental document, ODOT and GCRTA have been coordinating the design and construction of transit elements along the Corridor. The third phase of this Project (Section 3) encompasses I-490 just east of I-77 and continuing east on the new SR-10 alignment to East 93rd Street and including improvements to East 55th Street in the City of Cleveland for the purpose of improving traffic flow.

 GCRTA had requested that ODOT provide a traffic signal at the access from East 55th Street to the East 55th Street Rapid Station. The requested signal, however, did not meet federal traffic signal warrants. ODOT has now agreed to design, procure and install the traffic signal and appurtenances if GCRTA would reimburse ODOT for the cost. This agreement formalizes the roles and responsibilities of each party and GCRTA's financial commitment toward construction of the Project.

- 3.0 **PROCUREMENT BACKGROUND:** N/A

- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** N/A

- 5.0 **POLICY IMPACT:** Entering into this Agreement allows ODOT to design and install the traffic signal in coordination with the Project and its goals to improve system linkage and public transportation connections.

- 6.0 **ECONOMIC IMPACT:** Up to Two Hundred Fifty Thousand Dollars (\$250,000.00) shall be payable from the RTA Development Fund, Engineering & Project Development budget, including 100% local funds, to reimburse ODOT for the design, procurement and installation of a traffic signal and appurtenances at East 55th Street, at the East 55th Street Rapid Station.

- 7.0 **ALTERNATIVES:** Reject the Interagency Agreement. Rejection of this Agreement will result in the access to the East 55th Street Rapid Station being uncontrolled by traffic signals and thus potentially a safety hazard to GCRTA buses, employees and passengers.

- 8.0 RECOMMENDATION: The staff recommends that the Interagency Agreement be accepted and the resolution passed.
- 9.0 ATTACHMENT: Attachment A - Draft Interagency Agreement.

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



General Manager, Chief Executive Officer

DRAFT FOR DISCUSSION PURPOSES ONLY

ODOT USE ONLY

AGREEMENT NO: _____

**AGREEMENT BETWEEN
OHIO DEPARTMENT OF TRANSPORTATION
AND
THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**

OPPORTUNITY CORRIDOR SECTION 3; CUY-IR490/SR010-2.09/19.28; PID 96833

THIS AGREEMENT, made this ____ day of _____, 2020, between the State of Ohio, acting by and through the Director of the Ohio Department of Transportation, hereinafter referred to as the STATE, and the Greater Cleveland Regional Transit Authority, hereinafter referred to as the AUTHORITY.

1. PURPOSE

- 1.1 The STATE has undertaken the Opportunity Corridor Project Section 3; CUY-IR490/SR010-2.09/19.28; PID 96833, (the "ODOT Project") along I-490 just east of I-77 and continuing east on the new SR-10 alignment to East 93rd Street and including access to and improvements to E. 55th Street in the City of Cleveland for the purpose of improving traffic flow by integrating local streets with larger roadways, thereby providing greater opportunities for development, neighborhood investment, and jobs within the City of Cleveland.
- 1.2 The Final Environmental Statement/Record of Decision (FEIS/ROD) for the Opportunity Corridor Project was approved by the Federal Highway Administration on May 1, 2014.
- 1.3 The approved FEIS/ROD provides that the ODOT Project will improve system linkages and improve public transportation connections.
- 1.4 Throughout the design and construction of the ODOT project the AUTHORITY and STATE have been coordinating the access from East 55th Street to the AUTHORITY's East 55th Street Rapid Transit Station.
- 1.5 The AUTHORITY requested a traffic signal at the access from East 55th Street to the AUTHORITY's East 55th Street Rapid Transit Station that did meet warrants and the AUTHORITY is willing to pay for the design, procurement and installation of the traffic signal and appurtenances.
- 1.6 It is in the best interest of the AUTHORITY and the STATE, that the STATE design, procure and install the traffic signals and appurtenances within the limits of the ODOT Project.

2. DURATION OF TERM

- 2.1 This Agreement shall terminate after payment by the AUTHORITY in accordance with the Compensation provision contained herein.

3. **COMPENSATION**

- 3.1 In consideration of the STATE designing, procuring and installing the traffic signals and appurtenances within the limits of ODOT Project, the AUTHORITY agrees to compensate the STATE a maximum amount of Two Hundred Fifty Thousand Dollars (\$250,000.000) to be paid upon receipt of a final invoice covering the actual cost of the traffic signal and appurtenances installed in place.

4. **DISPUTE RESOLUTION**

- 4.1 In the event there is a dispute, the AUTHORITY and the STATE may submit the dispute to mediation by a third party who is mutually acceptable. The mediation process shall be established and controlled by the mediator who shall be reimbursed for services equally by the AUTHORITY and the STATE.
- 4.2 If mediation efforts fail, the parties may, upon agreement, elect to arbitrate the dispute. Arbitration shall be binding upon the parties if agreed to with the cost of the arbitration to be shared equally. The form of arbitration may vary and, is again, at the option of the AUTHORITY and the STATE.

5. **AVAILABILITY OF PUBLIC RIGHT-OF-WAY**

- 5.1 ODOT will include the area required for the installation of the traffic signal and appurtenances in the proposed right-of-way limits for the project.
- 5.2 The STATE will obtain all permits required for the installation of the traffic signal and appurtenances.

6. **AVAILABILITY OF FUNDS**

- 6.1 It is expressly understood by the parties that none of the rights, duties and obligations described in this Agreement shall be binding on either party until such time as the expenditure of funds is authorized by resolution of the Board of Trustees of the AUTHORITY, pursuant to §306.04 of the Ohio Revised Code.

7. **REPRESENTATIVES**

- 7.1 For purposes of this Project, the representative for the Authority will be Michael J. Schipper, P.E., Deputy General Manager - Engineering and Project Management, or such other person designated by him. The representative for the STATE will be John P. Picuri, P.E., ODOT District 12 Deputy Director, or such other person designated by him.

8. **TERMS AND CONDITIONS**

- 8.1 A determination that any part of this Agreement is invalid shall not invalidate or impair the force or effect of any other part thereof, except to the extent that such other part is wholly dependent for its operation upon the part so declared invalid.

9. SIGNATURES

9.1 Any person executing this Agreement in a representative capacity hereby warrants that he/she has been duly authorized by his/her principal to execute this Agreement on such principal's behalf.

IN WITNESS WHEREOF, the parties hereunto have caused this agreement to be duly executed in duplicate as to the day and year first above written.

**THE STATE OF OHIO,
DEPARTMENT OF TRANSPORTATION**

**GREATER CLEVELAND REGIONAL
TRANSIT AUTHORITY**

**By: _____
JACK MARCHBANKS, PH.D.
DIRECTOR OF TRANSPORTATION**

**By: _____
INDIA L. BIRDSONG
GENERAL MANAGER, CEO**

Date: _____

Date: _____

**APPROVED AS TO LEGAL FORM AND
CORRECTNESS**

**By: _____
SHERYL KING BENFORD
GENERAL COUNCIL,
DEPUTY GENERAL MANAGER FOR
LEGAL AFFAIRS**

RESOLUTION NO. 2020-98

AUTHORIZING AN INTERAGENCY AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR SECTION 3 OF THE OPPORTUNITY CORRIDOR PROJECT (RTA DEVELOPMENT FUND, ENGINEERING AND PROJECT DEVELOPMENT BUDGET)

WHEREAS, the Ohio Department of Transportation ("ODOT") is designing and implementing the construction of roadway improvements for Section 3 of the Opportunity Corridor Project along I-490 just east of I-77 and continuing on a new SR-10 alignment to East 93rd Street and including access and improvements to East 55th Street in the City of Cleveland; and

WHEREAS, ODOT has committed in their approved environmental document to coordinate design and construction with GCRTA; and

WHEREAS, Section 3 of the Opportunity Corridor Project is currently under construction; and

WHEREAS, the East 55th Street Rapid Station is served by all three rail lines and GCRTA Bus Route 16; and

WHEREAS, GCRTA has requested that a traffic signal be installed on East 55th Street, at the access to the East 55th Street Rapid Station; and

WHEREAS, GCRTA has agreed to reimburse ODOT up to \$250,000.00 to design, procure, and install a traffic signal and appurtenances at the East 55th Street Rapid Station in the Project area for Section 3 of the Opportunity Corridor Project.

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

Section 1. That the General Manager, Chief Executive Officer of the Authority be and is hereby authorized to enter into an Interagency Agreement with the Ohio Department of Transportation for Section 3 of the Opportunity Corridor Project.

Section 2. That up to Two Hundred Fifty Thousand Dollars (\$250,000.00) shall be payable from the RTA Development Fund, Engineering & Project Development budget, including 100% local funds, to reimburse the Ohio Department of Transportation for the design, procurement and installation of a traffic signal and appurtenances at the East 55th Street Rapid Station.

Section 3. That this resolution shall take effect immediately upon its adoption.

Adopted: December 15, 2020

President

Attested: _____
Interim Secretary-Treasurer


2020-99



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

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

Date: December 10, 2020

Subject: Proposed Intergovernmental Agreement with the Cleveland Metropolitan School
District for Student Fares

The Greater Cleveland Regional Transit Authority ("RTA") and the Cleveland Metropolitan School District ("CMSD") are proposing to enter an intergovernmental agreement ("agreement") for the purchasing of student fares. The CMSD wishes to make transportation available to its students for the 2020-2021 school year.

Due to the COVID-19 pandemic, CMSD moved to remote learning from March 2020 through June 2020. The pandemic has created uncertainty regarding whether the CMSD students will attend school virtually or in person, and if in person, the need for transportation. Due to the uncertainty, the intergovernmental agreement is a short-term need with reduced transportation to cover the period ending December 31, 2020.

The proposed agreement includes CMSD purchasing up to 600,000 two (2) trip student tickets at a price of \$1.55 per two-trip ticket ("ticket"). Tickets may be used by CMSD students in grades six through 12, residing within Cuyahoga County and attending private or public schools certified by the Ohio Department of Education.

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

ILB/KMS



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING INTERGOVERNMENTAL AGREEMENT WITH CLEVELAND METROPOLITAN SCHOOL DISTRICT FOR STUDENT FARES FOR SCHOOL YEAR 2020-2021 AND RATIFYING THE ISSUANCE OF TICKETS FOR THE FIRST DAY(S) OF SCHOOL	Resolution No.: 2020-99
	Date: December 15, 2020
	Initiator: Finance & Administration
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 Intergovernmental Agreement will allow a volume discount to the Cleveland Metropolitan School District (“CMSD”), the Authority’s largest volume buyer of student fare cards and tickets, for the purchase and payment of student tickets for the 2020-2021 school year. The purchase and payment will relieve some of the budgetary impact on the schools, as well as improve cash flow and accounts receivables activity for the GCRTA. This action includes ratification of the issuance of one hundred thousand (100,000) 2-trip tickets to CMSD for use by students on August 18, 2020.

The CMSD school board is scheduled to consider this agreement at its December 2020 board meeting.

2.0 **DESCRIPTION/JUSTIFICATION:** The proposed Intergovernmental Agreement with CMSD will allow for discounted rates, provided the school district meets certain criteria. This proposal is a result of discussions with CMSD with uncertainties presented by the COVID-19 pandemic in which CMSD remains uncertain of how the school year will progress between in-school or remote learning for its students. The terms have been modified from prior years.

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

4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.

5.0 **POLICY IMPACT:** This action is consistent with the Board’s policy to authorize the Authority to enter into intergovernmental agreements with school districts for student fares. Authorization of this Intergovernmental Agreement will allow GCRTA to continue to provide economical public transportation to students as well as promote ridership of public transportation.

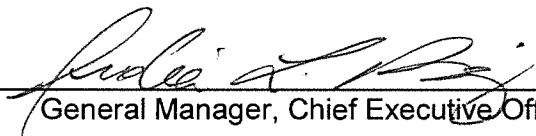
6.0 **ECONOMIC IMPACT:** Based on the needs of CMSD, a maximum of 600,000 2-trip tickets could be purchased which would result in \$930,000 for the Authority.

7.0 ALTERNATIVES: Rejection of this action would result in hardship for the school district and could lead to the possible discontinuation of using public transportation for student transport.

8.0 RECOMMENDATION: It is recommended that this resolution be approved.

9.0 ATTACHMENT: Draft Intergovernmental Student Transportation Agreement.

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

DRAFT

INTERGOVERNMENTAL STUDENT TRANSPORTATION AGREEMENT BETWEEN THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND THE CLEVELAND METROPOLITAN SCHOOL DISTRICT FOR FALL SEMESTER 2020

THIS AGREEMENT, by and between the Greater Cleveland Regional Transit Authority (hereinafter referred to as "GCRTA"), 1240 West 6th Street, Cleveland, Ohio 44113-1331, acting pursuant to Resolution No. , adopted by its Board of Trustees on _____, and the Cleveland Metropolitan School District (hereinafter referred to as the "District"), whose principle offices are located at 1111 Superior Ave E, Suite 1800, Cleveland, OH 44114, acting pursuant to Resolution No. _____, adopted by the Board of Education of the District on _____.

WITNESSETH: That

WHEREAS, the District is certified by the Ohio Department of Education to provide education services; and

WHEREAS, the District wishes to make transportation available to its enrolled students and to students on whose behalf it is obligated to provide transportation service; and

WHEREAS, the GCRTA is amenable to providing said service to the District's students; and

WHEREAS, the District and GCRTA wish to provide transportation in a controlled, efficient and cost effective manner; and

WHEREAS, due to the COVID-19 pandemic, the District moved to remote learning in March 2020 and its students did not use GCRTA's transportation services from that date through the June 19, 2020 conclusion of the term of the Intergovernmental Student Transportation Agreement between the Greater Cleveland Regional Transit Authority and the Cleveland Metropolitan School district for Academic Year 2019 ("2019 Agreement"); and

WHEREAS, the District requested a refund for a portion of the amount paid under the 2019 Agreement to reflect the time period during which it did not take advantage of the transportation services provided by GCRTA; and

WHEREAS, although GCRTA continued to provide transportation services during the time period from March 2020 through June 2020, it wishes to support its community partners to the extent practicable; and

WHEREAS, after negotiation, the District and GCRTA agreed that GCRTA would apply a credit of \$518,000 to the District's account over the course of the 2020-2021 and 2021-2022 school years, with 25% of that amount credited to each of the fall 2020, spring 2021, fall 2021 and spring 2022 terms; and

WHEREAS, If the value of the tickets purchased by the District in any term is less than the amount of the credit for that term, GCRTA will credit up to the amount of the tickets purchased and carry the remainder forward to the next term but not past the spring 2022 term; and

WHEREAS. GCRTA will not in any event issue a cash refund; and

WHEREAS, the COVID-19 pandemic has created uncertainty regarding whether the District's students will attend school in person or virtually during the 2020-2021 school year as well as the need for transportation services; and

WHEREAS, the GCRTA and the District wish to enter into a short-term agreement to address the District's reduced need for transportation during the COVID-19 pandemic without setting a precedent for future agreements.

NOW, THEREFORE, GCRTA and the District, for good and valuable consideration including the mutual promises contained below, agree as follows:

1. TERM OF AGREEMENT

This Agreement shall commence on August 1, 2020, and shall continue through June 22, 2021.

2. PRICE AND TERMS OF SALE

- a) The District will purchase up to 600,000 two-trip student tickets at a price of \$1.55 per two-trip ticket. (These tickets will be referred to herein as "Tickets.") Tickets must be ordered on a separate written purchase order. The District shall not assess a charge in excess of this price for each Ticket. GCRTA shall deliver the number of Tickets specified in each order to the District's Transportation Department. The risk of loss for said Tickets shall pass to the District immediately upon delivery of the Tickets to the District. The District shall sign the accompanying invoice and immediately return the signed invoice to GCRTA's Accounts Receivable Department.
- b) Tickets may be used by District students in Grades 6 through 12, residing within the borders of Cuyahoga County and attending private or public schools certified by Ohio Department of Education until the expiration date of the Tickets. The District may exchange unused tickets prior to such expiration date. Tickets may be used on regular routes operated by the GCRTA for the

purpose of transporting fare paying passengers. Tickets are non-transferable. Non-students using Tickets will either be denied service or required to pay the full fare.

c) Payment

GCRTA shall invoice the District for each order of Tickets and the District shall remit payment within 30 days of receipt of the invoice.

Failure to make timely payment may lead to the termination of this agreement.

Due to the fact that the District's students did not use transportation services during a portion of the 2019-2020 term, GCRTA and the District have agreed that GCRTA will apply a credit of \$129,500 to the District's account over the course of the fall 2020 term. If the value of the tickets purchased by the District during the fall 2020 term is less than the amount of the credit for that term, GCRTA will credit up to the amount of the tickets purchased and carry the remainder forward to the spring 2021 term. In no event will the remainder be carried forward past the spring 2022 term. Cash refunds will not be issued.

d) Invoices

Invoices will be directed to the District's Office of Accounting, Attention: Michael Bowen, Director of Accounting.

3. RIGHT TO TERMINATE AGREEMENT

If either Party becomes insolvent or fails to perform any undertaking essential to the purpose of this Agreement, or fails to conduct its business to the satisfaction of the other Party, then the other Party may cancel and terminate this Agreement by thirty (30) days' notice in writing to the defaulting Party, provided, however, that the defaulting Party may cure any failure of performance within thirty days of receipt of notice.

The expiration or termination, for any reason, of this Agreement shall be without prejudice to the rights of either Party.

4. STUDENT CONDUCT

a) In accordance with its representations in 2015, the District removed the following language from the 2016-2017 Student Code of Conduct and maintains its deletion from the 2020-2021 Student Code of Conduct:

A student suspended from the bus will be given two RTA tickets at the time of suspension. Additional RTA tickets will be provided, as

needed, each day the student appears in school during the term of the bus suspension.

- b) The Board of Education of the District has adopted and maintains the policy outlined in Exhibit A hereto.

5. FORCE MAJEURE

If because of Force Majeure, either Party shall be unable to carry out any of its obligations under this Agreement, then those obligations shall be suspended to the extent made necessary by Force Majeure. The Party affected by Force Majeure shall give notice to the other Party as promptly as practical of the nature and probable duration of such Force Majeure. "Force Majeure" shall mean acts of God, riots, strikes, labor disputes, labor or material shortages, fires, explosions, floods, breakdowns of or damage to plants, equipment or facilities, or other causes of similar nature which are beyond the reasonable control of the Party and which wholly or partially prevent the timely performance of the Party's obligations under this Agreement, provided that the effect of such Force Majeure shall be eliminated insofar as possible with all reasonable dispatch; provided further, that performance of service obligations by the Party shall be excused only to the extent made necessary by the Force Majeure condition; provided further, that neither Party shall be required to settle a labor dispute on terms unacceptable to the Party affected; and provided further, that neither Party shall be required to rebuild all or a major portion of its facilities which are destroyed or substantially impaired by a Force Majeure condition. The Parties agree that, during the duration of the Force Majeure condition, neither will seek to declare the other in default for failure to timely perform its obligations under this Agreement.

6. RECORDS AND AUDITS

The District shall maintain books, records, documents, and other evidence directly pertinent to the performance of the Work under this Agreement in accordance with generally accepted accounting principles and practices consistently applied and Federal Acquisition Regulations, Parts 30 and 31, as applicable. GCRTA and its authorized representatives shall have the right to audit, to examine and to make copies of or extracts from all financial and related records (in whatever form they may be kept, whether written, electronic, or other) relating to or pertaining to this Agreement kept by or under the control of the District, including, but not limited to those kept by the District, its employees, agents, assigns, successors and subcontractors. Such records shall include, but not be limited to, accounting records, written policies and procedures; subcontract files; all paid vouchers including those for out-of-pocket expenses; other reimbursement supported by invoices; ledgers; cancelled checks; deposit slips; bank statements; journals; original estimates; estimating work sheets; contract amendments and change order files; back charge logs and supporting documentation; insurance documents; payroll documents; timesheets; memoranda; and correspondence. The District

shall, at all times during the term of this Agreement and for a period of three years after the completion of this Agreement, maintain such records, together with such supporting or underlying documents and materials. The District shall at any time requested by GCRTA, whether during or after completion of this Agreement, and at the District's own expense make such records available for inspection and audit (including copies and extracts of records as required) by GCRTA. Such records shall be made available to GCRTA during normal business hours at the District's office or place of business. In the event that no such location is available, then the financial records, together with the supporting or underlying documents and records, shall be made available for audit at a time and location that is convenient for GCRTA. The District shall ensure GCRTA has these rights with the District's employees, agents, assigns, successors, and subcontractors, and the obligations of these rights shall be explicitly included in any subcontracts or agreements formed between the District and any subcontractors to the extent that those subcontracts or agreements relate to fulfillment of the District's obligations to GCRTA. If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, GCRTA may recoup the costs of the audit work from the District. Any adjustments and/or payments that must be made as a result of any such audit or inspection of the District's invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of GCRTA's findings to the District.

7. ASSIGNMENT

Neither Party shall assign any of its rights or obligations under this Agreement without the prior written consent of the other Party.

8. CHANGES; ALTERATIONS

No change, alteration, modification, or addition to this Agreement shall be effective unless in writing and properly executed by both Parties.

9. APPLICABLE LAW; SEVERABILITY

This Agreement and any disputes relating to it shall be construed under the laws of the State of Ohio. If any provisions of this Agreement are determined to be invalid or unenforceable, such invalidity or unenforceability shall not affect any of the Agreement's remaining provisions.

10. ENTIRE AGREEMENT

This instrument constitutes the entire Agreement of the Parties with respect to its subject matter, superseding all prior understandings, agreements, or communications (whether oral or written), and shall be binding upon and inure to the benefit of the Parties, their successors, and permitted assigns.

11. NOTICES

All notices to be given pursuant to this Agreement shall be sufficient if given in writing, delivered in person or by registered or certified mail, postage prepaid, and, in either case addressed to the respective party at its postal address or at such other address or addresses each may hereafter designate in writing. Notices by mail shall be deemed effective and complete at the time of posting and mailing in accordance herewith.

Notice shall be delivered or mailed to the parties at the addresses shown below:

If to the District	If to GCRTA
Cleveland Metropolitan School District	Greater Cleveland Regional Transit Authority
Attn:	Attn: Rajan D. Gautam Deputy General Manager, Finance & Administration 1240 West 6 th Street Cleveland, OH 44113-1331

12. ACKNOWLEDGEMENT

The Parties acknowledge and agree that the District is a governmental entity and due to statutory provisions cannot commit to the payment of funds beyond its fiscal year (July 1 through June 30). By signing this Agreement, the District represents that it has appropriated the funds necessary to fulfill its obligations under this agreement for the 2020 – 2021 school year.

IN WITNESS WHEREOF, the Parties have executed this Agreement at Cleveland, Ohio, as of the last date set forth below.

**GREATER CLEVELAND
REGIONAL TRANSIT AUTHORITY**

**CLEVELAND METROPOLITAN
SCHOOL DISTRICT**

By: _____
India L. Birdsong,
General Manager, CEO

By: _____
Eric S. Gordon
Chief Executive Officer

Date: _____

Date: _____

The legal form and correctness of the within
Instrument is hereby approved.

Sheryl King Benford
Deputy General Manager-Legal

**CERTIFICATE OF FUNDS
(Section 5705.41, O.R.C.)**

In the matter of: Greater Cleveland Regional Transit Authority

IT IS HEREBY CERTIFIED that moneys required to meet the obligations of the Board of Education of the Cleveland Metropolitan School District under the above referenced Agreement have been lawfully appropriated for such purposes and are in the treasury of the School District or are in the process of collection to an appropriate fund, free from any previous encumbrance.

CLEVELAND METROPOLITAN SCHOOL DISTRICT

By: _____

Dated: _____

RESOLUTION NO. 2020-99

AUTHORIZING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE CLEVELAND METROPOLITAN SCHOOL DISTRICT FOR STUDENT FARES FOR THE 2020-2021 SCHOOL YEAR AND RATIFYING THE ISSUANCE OF TICKETS

WHEREAS, the Greater Cleveland Regional Transit Authority (“GCRTA” or “the Authority”) provides public transportation that facilitates travel by students to and from school; and

WHEREAS, pursuant to Resolution No. 2006-131, to avoid an undue hardship on the school districts and to improve the cash flow for the Authority, the GCRTA established an alternate fare structure for the 2006–2007 school year through the 2009–2010 school year for school districts that purchase \$1,000,000 or more of student farecards per year; and

WHEREAS, pursuant to Resolution No. 2010-019 the rates of fares to be charged by the GCRTA were amended; and

WHEREAS, pursuant to Resolution No. 2010-043, the alternate fare structure established in Resolution No. 2006-131 was revised for the 2010–2011 school year through the 2012–2013 school year to align with the fares enacted in Resolution 2010-019; and

WHEREAS, pursuant to Resolution 2012-076, the Board of Trustees approved an agreement with the Cleveland Metropolitan School District (“CMSD”) , the Authority’s largest volume buyer of student farecard, for the purchase of \$2,430,000 in tickets in advance and instituted the use of farebox compatible picture identification cards (“Passes”) thus improving transportation efficiency and control of student passengers; and

WHEREAS, pursuant to Resolution Nos. 2013-109, 2014-061, 2015-075, 2016-066, 2017-051, 2018-073 and 2019-101, the Board of Trustees approved agreements with CMSD for the purchase of passes and tickets; and

WHEREAS, pursuant to Resolution 2016-036, the rates of fares to be charged by the GCRTA were amended, including an increase in the price of a student ticket from \$1.50 to \$1.75; and

WHEREAS, due to the uncertainties presented by the COVID-19 pandemic, it is in the best interest of the Authority to enter into an intergovernmental agreement with CMSD for the 2020-2021 school year with terms that have been modified from previous years; and

WHEREAS, CMSD has agreed to purchase up to 600,000 two-trip student tickets at a price of \$1.55 per two-trip ticket, and to order tickets as needed; and

WHEREAS, CMSD has ordered and GCRTA has delivered 100,000 tickets to CMSD for use by students.

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

Section 1. That the General Manager, Chief Executive Officer is authorized to enter into an intergovernmental agreement with the Cleveland Metropolitan School District ("CMSD") for the 2020-2021 school year. The actions of the General Manager, Chief Executive Officer, in issuing tickets on August 18, 2020, are hereby ratified.

Section 2. CMSD will purchase up to 600,000 two-trip student tickets at a price of \$1.55 per two-trip ticket. Tickets shall be ordered as needed and paid for within 30 days of receipt of GCRTA's invoice.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer

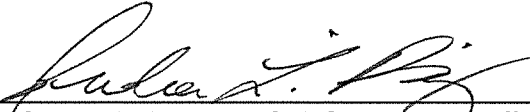


Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AMENDING BUDGET APPROPRIATIONS FOR THE FY 2021 CAPITAL IMPROVEMENT FUND BUDGET TO PROVIDE FOR AN INCREASE OF \$12,650,000	Resolution No.: 2020-100
	Date: December 10, 2020
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will authorize an increase in the Fiscal Year ("FY") 2021 Capital Improvement Fund budget appropriation by \$12,650,000.
- 2.0 DESCRIPTION/JUSTIFICATION: The proposed amendment to the FY 2021 Capital Improvement Fund budget will increase the overall appropriation by \$12,650,000 in order to establish the proper budget authority to cover funding to be received from competitive grant awards for the rail car replacement, the Baby on Board initiative and the installation of light rail passenger shelters.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 POLICY IMPACT: The FY 2021 Capital Improvement Fund budget provides for the upkeep of the Authority's existing infrastructure, facilities, equipment, vehicle replacement programs, and also provides for the implementation of projects included in the Long-Range Plan. This increase in the FY 2021 Capital Improvement Fund budget will enable the Authority to utilize funds awarded under competitive grants.
- 5.0 ECONOMIC IMPACT: These revisions will increase the total FY 2021 Capital Improvement Fund budget appropriation established in Resolution No. 2020-39 by \$12,650,000. The funds awarded under The Ohio Transit Preservation Partnership Program ("OTP2") and Federal Highway Administrative Congestion Mitigation and Air Quality Improvement grant ("CMAQ") were not included in the original FY 2021 Capital Budget approved at the May 12, 2020 Board of Trustees meeting.
- 6.0 ALTERNATIVES: Not approve the budget revision as proposed. This would leave insufficient funding in the Capital Budget and delay work for the proposed projects into future years.
- 7.0 RECOMMENDATION: The proposed amendment to the FY 2021 Capital Improvement Fund budget appropriation was reviewed by the Board's Operational Planning & Infrastructure Committee on December 1, 2020. It is recommended that the Board adopt the amended FY 2021 Capital Improvement Fund budget appropriation as proposed.
- 8.0 ATTACHMENTS:
 - A. 2021 – 2025 Combined Amended Capital Improvement Plan
 - B. 2021 – 2025 Amended RTA Development Fund Capital Improvement Plan
 - C. 2021 – 2025 RTA Capital Fund Capital Improvement Plan

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

2021 - 2025 AMENDED COMBINED CAPITAL IMPROVEMENT PLAN

Combined Budget Authority

PROJECT CATEGORY	2021 Budget	2022 Plan	2023 Plan	2024 Plan	2025 Plan	2021-2025
Bus Garages	\$0	\$700,000	\$3,525,000	\$1,700,000	\$0	\$5,925,000
Bus Improvement Program	\$21,300,000	\$21,300,000	\$20,800,000	\$20,800,000	\$20,800,000	\$105,000,000
Equipment & Vehicles	\$4,923,246	\$5,530,180	\$3,393,984	\$3,272,000	\$3,313,540	\$20,432,950
Facilities Improvements	\$14,888,260	\$17,000,000	\$12,715,000	\$11,830,000	\$11,335,000	\$67,768,260
Other Projects	\$2,859,576	\$2,637,500	\$2,637,500	\$2,637,500	\$2,637,500	\$13,409,576
Preventive Maint./Oper. Reimb.	\$18,000,000	\$16,500,000	\$16,500,000	\$16,500,000	\$16,500,000	\$84,000,000
Rail Projects	\$22,903,670	\$26,217,500	\$21,682,500	\$21,742,500	\$25,450,000	\$117,996,170
Rail Car Replacement Program	\$41,500,000	\$31,250,000	\$31,250,000	\$31,250,000	\$25,000,000	\$160,250,000
Transit Centers	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
TOTALS	\$126,674,752	\$121,435,180	\$112,803,984	\$110,032,000	\$105,336,040	\$576,281,956

ATTACHMENT B

**2021 - 2025 RTA AMENDED DEVELOPMENT FUND CAPITAL IMPROVEMENT PLAN
RTA DEVELOPMENT FUND BUDGET AUTHORITY**

PROJECT CATEGORY	2021 Budget	2022 Plan	2023 Plan	2024 Plan	2025 Plan	2021-2025
Bus Garages	\$0	\$700,000	\$3,525,000	\$1,700,000	\$0	\$5,925,000
Bus Improvement Program	\$21,300,000	\$21,300,000	\$20,800,000	\$20,800,000	\$20,800,000	\$105,000,000
Equipment & Vehicles	\$3,340,428	\$4,037,180	\$2,000,000	\$2,000,000	\$2,000,000	\$13,377,608
Facilities Improvements	\$13,307,260	\$15,245,000	\$11,005,000	\$10,220,000	\$9,725,000	\$59,502,260
Other Projects	\$2,859,576	\$2,637,500	\$2,637,500	\$2,637,500	\$2,637,500	\$13,409,576
Preventive Maint./Oper. Reimb.	\$18,000,000	\$16,500,000	\$16,500,000	\$16,500,000	\$16,500,000	\$84,000,000
Rail Projects	\$22,903,670	\$26,217,500	\$21,682,500	\$21,742,500	\$25,450,000	\$117,996,170
Rail Car Replacement Program	\$41,500,000	\$31,250,000	\$31,250,000	\$31,250,000	\$25,000,000	\$160,250,000
Transit Centers	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
TOTALS	\$123,510,934	\$138,187,180	\$109,700,000	\$107,150,000	\$102,412,500	\$550,960,514

ATTACHMENT C

2021 - 2025 RTA CAPITAL FUND CAPITAL IMPROVEMENT PLAN						
RTA CAPITAL FUND BUDGET AUTHORITY						
PROJECT CATEGORY	2021 Budget	2022 Plan	2023 Plan	2024 Plan	2025 Plan	2021-2025
Bus Garages	\$0	\$0	\$0	\$0	\$0	\$0
Bus Improvement Program	\$0	\$0	\$0	\$0	\$0	\$0
Equipment & Vehicles	\$1,582,818	\$1,493,000	\$1,393,984	\$1,272,000	\$1,313,540	\$7,055,342
Facilities Improvements	\$1,581,000	\$1,755,000	\$1,710,000	\$1,610,000	\$1,610,000	\$8,266,000
Other Projects	\$0	\$0	\$0	\$0	\$0	\$0
Preventive Maint./Oper. Reimb.	\$0	\$0	\$0	\$0	\$0	\$0
Rail Projects	\$0	\$0	\$0	\$0	\$0	\$0
Transit Centers	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS	\$3,163,818	\$3,248,000	\$3,103,984	\$2,882,000	\$2,923,540	\$15,321,342

RESOLUTION NO. 2020-100

AMENDING BUDGET APPROPRIATIONS FOR THE FY 2021 CAPITAL IMPROVEMENT FUND BUDGET TO PROVIDE FOR AN INCREASE OF \$12,650,000

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

WHEREAS, in order to meet those requirements, a Capital Improvement Fund budget for the Greater Cleveland Regional Transit Authority ("Authority") for Fiscal Year ("FY") 2021, beginning January 1, 2021 and ending December 31, 2021. was prepared and adopted by the Board of Trustees on May 12, 2020 through Resolution No. 2020-39; and

WHEREAS, the Authority will receive additional grant funds that were not included in the original FY 2021 Capital Improvement Plan. These funds will enable the Authority to purchase rail cars, participate in Baby on Board healthy initiative and install passenger shelters at various light rail locations; and

WHEREAS, increasing the appropriation for the Capital Improvement Fund by \$12,650,000 will establish a sufficient balance in the FY 2021 Capital Budget to align with funding to be advanced and awarded in FY 2021 through competitive grants.

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

Section 1. That the appropriation budget set forth in Resolution No. 2020-39, adopted May 12, 2020, be and is hereby amended as follows:

FY 2021 CAPITAL IMPROVEMENT FUND BUDGET APPROPRIATION

<u>Current 2021 Appropriation</u>	<u>Amended 2021 Appropriation</u>
\$114,024,752	\$126,674,752

Section 2. That Resolution No. 2020-39 shall remain unchanged in all other respects.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: APPROVING THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY'S 2021 BUDGET	Resolution No.: 2020-101
	Date: December 10, 2020
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 PURPOSE/SCOPE: This action will authorize an Appropriations Budget for Fiscal Year ("FY") 2021 for the operation of the transit system; for required fund transfers for Capital Improvements, Bond Retirement, Pension Fund, Reserve Fund, and to maintain the Insurance Fund minimum balance; for a Capital Budget covering locally-funded and grant-funded projects; and for the Bond Retirement, Insurance, Supplemental Pension, Reserve, and Law Enforcement Funds.

2.0 DESCRIPTION/JUSTIFICATION: FY 2021 begins January 1, 2021 and ends December 31, 2021.

The process for developing the Operating Budget for FY 2021 began in July 2020 with the FY 2021 Tax Budget. It also involved extensive staff analysis and preparation as well as a meeting of the Board's Operational Planning & Infrastructure Committee on November 10, 2020. A second presentation was held on December 1, 2020. One public hearing was held on November 10, 2020 and a second was held on December 1, 2020 to discuss the 2021 Operating Budget. The budgets and fund transfers proposed for adoption herein represent the Authority's spending plans for the transit system in 2021.

3.0 PROCUREMENT BACKGROUND: Does not apply.

4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.

5.0 POLICY IMPACT: The 2021 appropriation for General Fund expenditures totals \$317,644,379. It includes \$197,653,159 for personnel services, providing salaries, overtime, payroll taxes, and fringe benefit resources needed to fund 2,356.25 FTE positions. The 2021 Capital Improvement Budget provides for the upkeep of the Authority's existing infrastructure, facilities, and equipment, and also provides for the implementation of projects included in the Long-Range plan.

6.0 ECONOMIC IMPACT: The proposed 2021 General Fund appropriations budget and fund transfers provides for spending \$317,644,379 on estimated revenues of \$268,170,867 leaving a year-end balance of \$90,180,578 as an operating reserve.

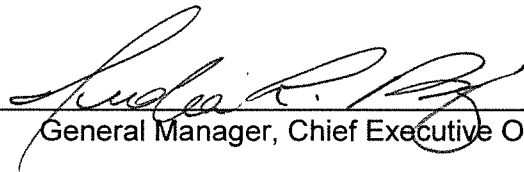
7.0 ALTERNATIVES: Modify the proposed 2021 General Fund budget by adding or subtracting expenditures or revenues for specific activities, positions or programs.

8.0 RECOMMENDATION: The proposed 2021 General Fund Budget has been reviewed by the Operational Planning & Infrastructure Committee and is recommended for adoption. It is recommended that the Board approve the proposed FY 2021 General Fund budget, Fund transfers, and budgets for Bond Retirement, Insurance, Supplemental Pension, Reserve, and Law Enforcement Funds as proposed herein.

9.0 ATTACHMENTS:

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

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



General Manager, Chief Executive Officer

ATTACHMENT A: General Fund Balance Analysis

General Fund Balance Analysis

	2019	2020	2020	2021	2022	2023
	Actual	Budget	Estimate	Budget	Plan	Plan
Beginning Balance	38,959,995	37,136,081	41,577,395	139,654,092	90,180,579	44,628,720
Revenue						
Passenger Fares	42,785,750	41,446,822	23,835,328	27,814,100	28,092,241	28,373,163
Advertising & Concessions	2,069,726	2,400,863	1,966,673	1,803,916	1,803,916	1,700,863
Sales & Use Tax	212,192,079	215,396,173	211,913,657	215,720,056	218,955,857	222,240,195
State Aid from MCO Loss	0	0	0	0	0	0
Federal Operating Assistance - CARES Act	0	0	111,977,170	0	0	0
Investment Income	910,634	779,858	1,286,833	2,069,958	808,221	937,203
Other Revenue	2,747,874	2,100,000	773,882	1,348,918	1,348,918	1,348,918
Reimbursed Expenditures	25,289,403	21,520,000	26,482,522	19,413,919	2,935,471	21,520,000
Total Revenue	285,995,466	283,643,716	378,236,065	268,170,867	253,944,624	276,120,342
Total Resources	324,955,461	320,779,797	419,813,460	407,824,959	344,125,203	320,749,062
Operating Expenditures						
Salaries and Overtime	134,891,187	143,667,173	135,948,781	143,376,531	147,051,514	150,096,778
Payroll Taxes and Fringes	49,579,426	53,391,398	50,193,817	54,276,628	54,830,017	56,098,988
Fuel (Diesel, CNG, Prop. Pwr., Gas)	8,950,522	9,443,600	7,846,416	8,182,600	8,227,265	8,272,231
Utilities	5,155,284	5,655,857	4,609,262	5,614,454	5,650,037	5,685,976
Inventory	11,226,105	13,711,000	12,542,227	13,100,000	13,200,000	13,300,000
Services and Material & Supplies	18,522,788	19,430,753	18,237,135	21,157,429	21,263,478	21,387,990
Purchase Transportation	9,177,877	10,345,000	7,637,742	9,850,000	9,942,000	10,034,920
Other Expenditures	4,815,590	6,569,092	4,553,006	6,928,856	6,998,624	7,049,090
Total Operating Expenditures	242,318,780	262,213,873	241,568,386	262,486,498	267,162,935	271,925,973
Transfers to (from) Other Funds						
Transfer to (from) the Insurance Fund	2,700,000	2,000,000	2,000,000	2,000,000	2,600,000	2,700,000
Transfer to (from) the Pension Fund	50,000	50,000	50,000	45,000	40,000	40,000
Transfers to Reserve Fund	12,965,059	5,878,615	10,878,615	10,878,615	5,878,615	5,878,615
Transfers from the Reserve Fund		(1,450,000)	(1,450,000)			
Transfers to (from) Capital						
Bond Retirement Fund	13,339,003	13,714,842	13,714,842	13,835,408	13,820,910	14,065,825
Capital Improvement Fund	12,005,224	13,397,525	13,397,525	28,398,859	9,994,023	10,065,825
Total Transfers to (from) Capital	25,344,227	27,112,367	27,112,367	42,234,267	23,814,934	24,131,650
Total Transfers to (from) Other Funds	41,059,286	33,590,982	38,590,982	55,157,882	32,333,549	32,750,265
Total Expenditures	283,378,066	295,804,856	280,159,368	317,644,379	299,496,484	304,676,238
Available Ending Balance	41,577,395	24,974,941	139,654,092	90,180,578	44,628,720	16,072,824

ATTACHMENT C: Budgeted Positions by Division

FY 2021 Budgeted Positions by Division

		2020 Budget	2021 Budget	Variance
Operations				
31	Paratransit	195.5	195.3	(0.3)
32	Rail	265.0	265.0	-
33	Asset & Configuration Management	11.0	11.0	-
34	Transit Police	155.0	155.0	-
35	Service Management	59.8	77.8	18.0
36	Rail Power & Way	113.0	114.0	1.0
38	Service Quality Management	70.0	66.0	(4.0)
39	Fleet Management	182.0	183.0	1.0
46	Hayden District	565.3	564.5	(0.8)
49	Triskett District	433.0	434.0	1.0
58	Intelligent Transportation Systems	9.0	9.0	-
		2,058.5	2,074.5	16.0
Finance & Administration				
10	Office of Business Development	4.0	4.0	-
60	Accounting	28.0	28.0	-
62	Support Services	7.0	7.0	-
64	Procurement	16.0	16.0	-
65	Revenue	18.0	18.0	-
67	Office of Management & Budget	9.0	9.0	-
		82.0	82.0	-
Engineering & Project Management				
55	Project Support	6.0	6.0	-
57	Programming & Planning	4.0	4.0	-
80	Engineering & Project Development	21.0	20.0	(1.0)
		31.0	30.0	(1.0)
Legal Affairs				
15	Safety	7.8	7.8	-
21	Legal	24.0	22.0	(2.0)
22	Risk Management	8.0	8.0	-
		39.8	37.8	(2.0)
Human Resources				
14	Human Resources	17.0	17.0	-
18	Labor & Employee Relations	8.0	9.0	1.0
30	Training & Employee Development	27.0	31.0	4.0
		52.0	57.0	5.0
Executive				
12	Executive	5.0	10.0	5.0
16	Board of Trustees	11.0	11.0	-
19	Internal Audit	8.0	8.0	-
53	Marketing & Communications	14.0	14.0	-
61	Information Technology	32.0	32.0	-
		70.0	75.0	5.0
Total		2,333.25	2,356.25	23.0

ATTACHMENT D: Capital Improvement Fund Balance Analysis

Capital Improvement Fund Balance Analysis

	2019	2020	2020	2021	2022	2023
	Actual	Budget	Estimate	Budget	Plan	Plan
Beginning Balance	21,313,973	39,574,031	44,377,784	22,004,249	71,963,154	75,400,827
Revenue						
Transfer from General Fund	12,005,224	13,397,525	13,397,525	28,398,859	9,994,023	10,065,825
Transfer from Reserve Fund	0	0	0	21,000,000	5,200,000	12,500,000
Investment Income	979,003	565,000	215,000	265,000	265,000	265,000
Federal Capital Grants	33,292,740	63,887,602	63,887,602	92,633,201	75,639,795	70,208,000
CARES Act Assistance	0	0	111,977,170	0	0	0
State Capital Grants	1,384,658	1,384,658	1,384,658	9,336,598	10,136,598	10,136,598
Debt Service Proceeds	30,000,000	0	0	25,000,000	0	25,000,000
Other Revenue	0	0	0	0	0	0
Total Revenue	77,661,625	79,234,785	190,861,956	176,633,657	101,235,417	128,175,423
Total Resources	98,975,597	118,808,816	235,239,740	198,637,906	173,198,571	203,576,250
Expenditures						
Capital Outlay	54,597,813	101,258,321	101,258,321	126,674,752	97,797,744	90,863,984
Capital Outlay - CARES Act	0	0	111,977,170	0	0	0
Other Expenditures	0	0	0	0	0	0
Total Expenditures	54,597,813	101,258,321	213,235,491	126,674,752	97,797,744	90,863,984
Available Ending Balance	44,377,784	17,550,495	22,004,249	71,963,154	75,400,827	112,712,266

ATTACHMENT E: Bond Retirement Fund Balance Analysis

Bond Retirement Fund Balance Analysis

	2019	2020	2020	2021	2022	2023
	Actual	Budget	Estimate	Budget	Plan	Plan
Beginning Balance	2,739,205	7,046,617	7,145,347	4,735,979	2,080,887	1,788,347
Revenue						
Transfer from General Fund	13,339,003	13,714,842	13,714,842	13,835,408	13,820,910	14,065,825
Investment Income	228,730	135,000	135,000	135,000	135,000	135,000
Other Revenue	5,916,999	0	0	0	0	0
Total Revenue	19,484,732	13,849,842	13,849,842	13,970,408	13,955,910	14,200,825
Reconciling Journal Entry	0	0	0	0	0	0
Total Resources	22,223,937	20,896,459	20,995,189	18,706,387	16,036,797	15,989,172
Expenditures						
Debt Service						
Principal	9,650,000	10,560,000	10,560,000	11,345,000	9,535,000	10,005,000
Interest	5,427,090	5,697,710	5,697,710	5,279,000	4,711,950	4,235,200
Other Expenditures	1,500	1,500	1,500	1,500	1,500	1,500
Total Expenditures	15,078,590	16,259,210	16,259,210	16,625,500	14,248,450	14,241,700
Ending Balance	7,145,347	4,637,249	4,735,979	2,080,887	1,788,347	1,747,472

ATTACHMENT F: Insurance Fund Balance Analysis

Insurance Fund Balance Analysis

	2019	2020	2020	2021	2022	2023
	Actual	Budget	Estimate	Budget	Plan	Plan
Beginning Balance	12,640,748	7,316,748	7,808,801	6,948,351	6,064,351	5,793,351
Revenue						
Investment Income	168,435	35,000	35,000	35,000	35,000	35,000
Transfer from General Fund	2,700,000	2,000,000	2,000,000	2,000,000	2,600,000	2,700,000
Total Revenue	2,868,435	2,035,000	2,035,000	2,035,000	2,635,000	2,735,000
Total Resources	15,509,183	9,351,748	9,843,801	8,983,351	8,699,351	8,528,351
Expenditures						
Claims and Premium Outlay	7,700,382	2,895,450	2,895,450	2,919,000	2,906,000	2,919,000
Other Expenditures	0	0	0		0	0
Total Expenditures	7,700,382	2,895,450	2,895,450	2,919,000	2,906,000	2,919,000
Ending Balance	7,808,801	6,456,298	6,948,351	6,064,351	5,793,351	5,609,351

ATTACHMENT G: Supplemental Pension Fund

Supplemental Pension Fund Balance Analysis

	2019	2020	2020	2021	2022	2023
	Actual	Budget	Estimate	Budget	Plan	Plan
Beginning Balance	1,352,482	1,356,482	1,376,779	1,380,779	1,381,779	1,377,779
Revenue						
Investment Income	22,825	14,000	14,000	14,000	14,000	14,000
Transfer from General Fund	50,000	50,000	50,000	45,000	40,000	40,000
Total Revenue	72,825	64,000	64,000	59,000	54,000	54,000
Total Resources	1,425,307	1,420,482	1,440,779	1,439,779	1,435,779	1,431,779
Expenditures						
Benefit Payments	48,528	60,000	60,000	58,000	58,000	55,000
Transfer to the General Fund	0	0	0	0	0	0
Other Expenditures	0	0	0	0	0	0
Total Expenditures	48,528	60,000	60,000	58,000	58,000	55,000
Reconciling Journal Entry	0	0	0	0	0	0
Ending Balance	1,376,779	1,360,482	1,380,779	1,381,779	1,377,779	1,376,779

ATTACHMENT H: Law Enforcement Fund Balance Analysis

Law Enforcement Fund Balance Analysis

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget	2022 Plan	2023 Plan
Beginning Balance	34,063	55,863	65,164	87,164	89,164	111,164
Revenue						
Law Enforcement Revenue	42,978	20,000	20,000	20,000	20,000	20,000
Law Enforcement Training Revenue	0	0	0	0	0	0
Investment Income	1,098	2,000	2,000	2,000	2,000	2,000
Other Revenue	0	0	0	0	0	0
Total Revenue	44,076	22,000	22,000	22,000	22,000	22,000
Total Resources	78,139	77,863	87,164	109,164	111,164	133,164
Expenditures						
Capital & Related Items	12,975	0	0	20,000	0	0
Training	0	0	0	0	0	0
Total Expenditures	12,975	0	0	20,000	0	0
Reconciling Journal Entry	0	0	0	0	0	0
Ending Balance	65,164	77,863	87,164	89,164	111,164	133,164

ATTACHMENT I: Reserve Fund Balance Analysis

Reserve Fund Balance Analysis

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget	2022 Plan	2023 Plan
Beginning Balance	27,677,990	41,093,049	41,473,850	51,377,465	41,881,080	43,309,695
Revenue						
Investment Income	830,801	475,000	475,000	625,000	750,000	900,000
Transfer from GF for Compensated Absences	690,000	0	0	0	0	0
Transfer from GF for Fuel	0	0	0	0	0	0
Transfer from GF for Hospitalization	0	0	0	0	0	0
Transfer from GF for Rolling Stock Reserve	11,000,000	5,000,000	10,000,000	10,000,000	5,000,000	5,000,000
Transfer from GF for 27th Pay	1,275,059	878,615	878,615	878,615	878,615	878,615
Other Revenue	0	0	0	0	0	0
Total Revenue	13,795,860	6,353,615	11,353,615	11,503,615	6,628,615	6,778,615
Total Resources	41,473,850	47,446,664	52,827,465	62,881,080	48,509,695	50,088,310
Expenditures						
Transfer to General Fund (Compensated Absences)	0	0	0	0	0	0
Transfer to General Fund (Fuel)	0	0	0	0	0	0
Transfer to General Fund (Hospitalization)	0	0	0	0	0	0
Transfer to RTA Development Fund (Rolling Stock)	0	0	0	21,000,000	5,200,000	12,500,000
Transfer to General Fund (27th Pay - 2024)	0	1,450,000	1,450,000	0	0	0
Total Expenditures	0	1,450,000	1,450,000	21,000,000	5,200,000	12,500,000
Ending Balance	41,473,850	45,996,664	51,377,465	41,881,080	43,309,695	37,588,310

ATTACHMENT J: All Funds Balance Analysis

All Funds Balance Analysis

	2019	2020	2020	2021	2022	2023
	Actual	Budget	Estimate	Budget	Plan	Plan
Beginning Balance	104,718,456	133,578,871	143,825,121	226,188,079	213,640,995	172,409,883
Revenue						
Passenger Fares	42,785,750	41,446,822	23,835,328	27,814,100	28,092,241	28,373,163
Sales & Use Tax	212,192,079	215,396,173	211,913,657	215,720,056	218,955,857	222,240,195
Federal	33,292,740	63,887,602	63,887,602	92,633,201	75,639,795	70,208,000
CARES Act Reimbursement	0	0	111,977,170	0	0	0
State	1,384,658	1,384,658	1,384,658	9,336,598	10,136,598	10,136,598
Investment Income	3,141,526	2,005,858	2,162,833	3,145,958	2,009,221	2,288,203
Other Revenue	36,066,980	26,040,863	29,243,077	22,586,753	6,108,305	24,589,781
Debt Service Proceeds	30,000,000	0	0	25,000,000	0	25,000,000
Total Revenue	358,863,733	350,161,976	444,404,325	396,236,666	340,942,017	382,835,940
Total Resources	463,582,189	483,740,847	588,229,446	622,424,744	554,583,012	555,245,823
Expenditures						
Personnel Services	184,470,614	197,058,571	186,142,598	197,653,159	201,881,531	206,195,766
Fuel (Diesel, CNG, Prop. Pwr., Gas)	8,950,522	9,443,600	7,846,416	8,182,600	8,227,265	8,272,231
Utilities	5,155,284	5,655,857	4,609,262	5,614,454	5,650,037	5,685,976
Inventory	11,226,105	13,711,000	12,542,227	13,100,000	13,200,000	13,300,000
Services & Materials	18,522,788	19,430,753	18,237,135	21,157,429	21,263,478	21,387,990
Purchased Transportation	9,177,877	10,345,000	7,637,742	9,850,000	9,942,000	10,034,920
Other Expenditures	12,578,975	9,526,042	7,509,956	9,927,356	9,964,124	10,024,590
Capital Outlay	54,597,813	101,258,321	101,258,321	126,674,752	97,797,744	90,863,984
Debt Service	15,077,090	16,257,710	16,257,710	16,624,000	14,246,950	14,240,200
Total Expenditures	319,757,068	382,686,854	362,041,367	408,783,750	382,173,129	380,005,657
Available Ending Balance	143,825,121	101,053,993	226,188,079	213,640,995	172,409,883	175,240,166

RESOLUTION NO. 2020-101

MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING FISCAL YEAR 2021

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

WHEREAS, in order to meet those requirements, a budget for the fiscal year beginning January 1, 2021 and ending December 31, 2021 ("2021 General Fund Budget") was prepared; and

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

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees discussed the 2021 budget on November 10, 2020 and December 1, 2020, and public hearings were held on November 10, 2020 and December 1, 2020, with public notices given by publication in the Cleveland Plain Dealer on October 23rd, 25th, November 13th and 15th, and the Call & Post on October 21st, 28th, and November 18th, as well as by posting of notice in the first floor lobby of the Authority's Main Office Building, the Authority's Facebook page, and Twitter page. Notification was also given on these sites on how to virtually attend (live-streaming) the Committee Meeting, Public Hearing, and Board Meeting and how to submit a comment for the public hearing.

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

Section 1. That the appropriations for the current expenses and other expenditures of the Authority, during the period of January 1, 2021 through December 31, 2021 ("Fiscal Year 2021"), are as indicated below. Furthermore, in order that the amounts expended and encumbered in each classification during Fiscal Year 2021 are set aside and appropriated, the Board hereby sets aside and appropriates the following:

General Fund

	2021 Budget Appropriation
Operations Division	
31 PARATRANSIT DISTRICT	
Personnel Services	\$ 15,845,075
Other Expenditures	9,690,715
	<hr/> 25,535,790
32 RAIL DISTRICT	
Personnel Services	21,514,765
Other Expenditures	3,754,039
	<hr/> 25,268,804

	2021 Budget Appropriation
33 ASSET & CONFIGURATION MANAGEMENT	
Personnel Services	980,959
Other Expenditures	910,900
	<u>1,891,859</u>
34 TRANSIT POLICE	
Personnel Services	13,495,217
Other Expenditures	525,481
	<u>14,020,698</u>
35 SERVICE MANAGEMENT	
Personnel Services	5,006,647
Other Expenditures	1,171,050
	<u>6,177,697</u>
36 POWER & WAY	
Personnel Services	10,810,690
Other Expenditures	3,720,471
	<u>14,531,161</u>
38 SERVICE QUALITY MGMT	
Personnel Services	7,274,416
Other Expenditures	27,025
	<u>7,301,441</u>
39 FLEET MANAGEMENT	
Personnel Services	16,668,129
Other Expenditures	20,476,214
	<u>37,144,344</u>
43 PASS THRUS	
Personnel Services	-
Other Expenditures	650,000
	<u>650,000</u>
46 HAYDEN DISTRICT	
Personnel Services	43,954,309
Other Expenditures	470,150
	<u>44,424,459</u>
49 TRISKETT DISTRICT	
Personnel Services	33,681,372
Other Expenditures	282,300
	<u>33,963,672</u>
58 INTELLIGENT TRANSPORTATION SYSTEMS	
Personnel Services	872,557
Other Expenditures	888,316
	<u>1,760,873</u>
DIVISION TOTAL	\$ 212,670,798

	2021 Budget Appropriation
FINANCE & ADMINISTRATION DIVISION	
10 OFFICE OF BUSINESS DEVELOPMENT	
Personnel Services	\$ 414,320
Other Expenditures	3,150
	<hr/> 417,470
60 ACCOUNTING	
Personnel Services	2,779,784
Other Expenditures	1,532,900
	<hr/> 4,312,684
62 SUPPORT SERVICES	
Personnel Services	630,814
Other Expenditures	397,685
	<hr/> 1,028,499
64 PROCUREMENT	
Personnel Services	1,739,471
Other Expenditures	38,236
	<hr/> 1,777,707
65 REVENUE	
Personnel Services	1,582,995
Other Expenditures	642,918
	<hr/> 2,225,912
67 OFFICE OF MANAGEMENT & BUDGET	
Personnel Services	943,009
Other Expenditures	4,745,450
	<hr/> 5,688,459
DIVISION TOTAL	\$ 15,450,731
ENGINEERING & PROJECT MANAGEMENT DIVISION	
55 PROJECT SUPPORT	
Personnel Services	\$ 584,083
Other Expenditures	108,050
	<hr/> 692,133
57 PROGRAMMING & PLANNING	
Personnel Services	476,062
Other Expenditures	424,993
	<hr/> 901,055
80 ENGINEERING & PROJECT DEVELOPMENT	
Personnel Services	2,008,564
Other Expenditures	77,240
	<hr/> 2,085,804
DIVISION TOTAL	\$ 3,678,992

	2021 Budget Appropriation
LEGAL AFFAIRS DIVISION	
15 SAFETY	
Personnel Services	\$ 611,567
Other Expenditures	308,855
	<u>920,422</u>
21 LEGAL	
Personnel Services	2,333,405
Other Expenditures	1,734,810
	<u>4,068,215</u>
22 RISK MANAGEMENT	
Personnel Services	770,617
Other Expenditures	4,033,949
	<u>4,804,566</u>
DIVISION TOTAL	\$ 9,793,203
HUMAN RESOURCES DIVISION	
14 HUMAN RESOURCES	
Personnel Services	\$ 1,761,999
Other Expenditures	405,315
	<u>2,167,314</u>
18 LABOR & EMPLOYEE RELATIONS	
Personnel Services	966,538
Other Expenditures	424,575
	<u>1,391,113</u>
30 TRAINING & EMPLOYEE DEVELOPMENT	
Personnel Services	3,192,747
Other Expenditures	857,781
	<u>4,050,528</u>
DIVISION TOTAL	\$ 7,608,955
EXECUTIVE DIVISION	
12 EXECUTIVE	
Personnel Services	\$ 1,170,245
Other Expenditures	669,339
	<u>1,839,584</u>
16 SECRETARY/TREASURER - BOARD OF TRUSTEES	
Personnel Services	133,872
Other Expenditures	146,700
	<u>280,572</u>

	2021 Budget Appropriation
19 INTERNAL AUDIT	
Personnel Services	859,930
Other Expenditures	159,180
	1,019,110
53 MARKETING & COMMUNICATIONS	
Personnel Services	1,423,979
Other Expenditures	993,953
	2,417,932
61 INFORMATION TECHNOLOGY	
Personnel Services	3,165,021
Other Expenditures	4,561,598
	7,726,620
99 FUND TRANSFERS	
Personnel Services	-
Other Expenditures	55,157,882
	55,157,882
DIVISION TOTAL	\$ 68,441,699
GRAND TOTAL	\$ 317,644,379

CAPITAL IMPROVEMENT FUNDS

(Resolution No. 2020-039, pending approval- original was approved on May 12, 2020)

Construction and Acquisition of Transit Facilities and Equipment	\$126,674,752
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BOND RETIREMENT FUND

Debt Service – Principal	\$11,345,000
Debt Service – Interest	5,279,000
Other	1,500

INSURANCE FUND

Claims & Premium Outlay	\$2,919,000
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SUPPLEMENTAL PENSION FUND

Benefits Payments	\$58,000
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LAW ENFORCEMENT FUND

Safety & Security Training	\$20,000
Capital & Related Items	0

RESERVE FUND

Transfers to General Fund	0
Transfers to RTA Development Fund	\$21,000,000

CUMULATED APPROPRIATIONS

General Fund	\$317,644,379
Capital Improvement Funds	126,674,752
Bond Retirement Fund	16,625,500
Insurance Fund	2,919,000
Supplemental Pension Fund	58,000
Law Enforcement Fund	20,000
Reserve Fund	21,000,000

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

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

Section 4. That as part of this appropriation, the General Manager, Chief Executive Officer is granted the authority to make expenditures for coffee, meals, refreshments, and other amenities for Authority employees or other persons in furtherance of official business of GCRTA. The appropriation includes \$43,850 allocated to the following departments:

Meals & Concessions

Dept#	Dept Name	Budget
10	OFFICE OF BUSINESS DEVELOPMENT	\$ 150.00
12	EXECUTIVE	2,500
14	HUMAN RESOURCES	7,050
15	SAFETY	4,900
16	SECRETARY / TREASURER - BOARD OF TRUSTEES	1,500
18	LABOR & EMPLOYEE RELATIONS	5,800
19	INTERNAL AUDIT	800
21	LEGAL	1,000
22	RISK MANAGEMENT	-
30	TRAINING & EMPLOYEE DEVELOPMENT	1,500
31	PARATRANSIT DISTRICT	100
32	RAIL DISTRICT	3,000
33	ASSET AND CONFIGURATION MANAGEMENT	250
34	TRANSIT POLICE	500
35	SERVICE MANAGEMENT	300
36	POWER & WAY	1,800
38	SERVICE QUALITY MANAGEMENT	1,000
39	FLEET MANAGEMENT	500
46	HAYDEN DISTRICT	400
49	TRISKETT DISTRICT	400
53	MARKETING & COMMUNICATIONS	5,000
55	PROJECT SUPPORT	250
57	PROGRAMMING & PLANNING	100
58	INTELLIGENT TRANSPORTATION SYSTEMS	1,000
60	ACCOUNTING	1,000
61	INFORMATION TECHNOLOGY	750
62	SUPPORT SERVICES	-
64	PROCUREMENT	200
65	REVENUE	-
67	OFFICE OF MANAGEMENT & BUDGET	1,300
80	ENGINEERING & PROJECT DEVELOPMENT	800
Total		\$ 43,850

Section 5. That the Board of Trustees hereby approves the Greater Cleveland Regional Transit Authority's 2021 Management and Non-Bargaining Salary Structure, as set forth in Attachment 1.

Section 6. That the 2021 General Fund Budget may from time to time be amended and additional monies that may be received in Fiscal Year 2021 may be appropriated.

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

Attachment 1 – GCRTA 2021 Management & Non-Bargaining Salary Structure

Adopted: December 15, 2020

President

Attest: _____

Interim Secretary-Treasurer

ATTACHMENT 1.**2021 Non-bargaining Salary Structure**

Grade	Min	Mid	Max
DGM99.X	\$125,294	\$166,016	\$206,737
32.R	\$122,111	\$161,796	\$201,482
31.A	\$106,183	\$140,692	\$175,201
30.B	\$99,030	\$131,214	\$163,398
30.A	\$91,877	\$121,736	\$151,595
29.R	\$89,040	\$117,977	\$146,913
29.B	\$85,689	\$113,536	\$141,383
29.A	\$79,500	\$105,336	\$131,172
28.R	\$77,079	\$102,128	\$127,178
28.A	\$68,820	\$91,186	\$113,552
27.A	\$62,618	\$82,969	\$103,320
26.A	\$56,920	\$75,419	\$93,917
25.A	\$51,750	\$68,568	\$85,387
24.A	\$47,914	\$63,486	\$79,058
23.A	\$38,454	\$50,951	\$63,448
22.A	\$32,369	\$42,888	\$53,407
21.A	\$24,472	\$32,425	\$40,378

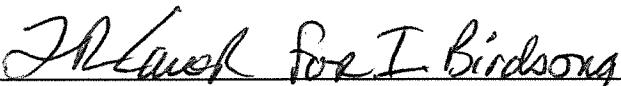


TITLE/DESCRIPTION: TO AMEND THE FISCAL YEAR 2020 REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, AS ADOPTED IN RESOLUTION NO. 2019-118 AND TO PROVIDE FOR A \$5,000,000 TRANSFER TO THE RESERVE FUND FOR RAIL CAR REPLACEMENT	Resolution No.: 2019-102
	Date: December 10, 2020
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will authorize an amendment to increase the transfer to the Reserve Fund by \$5,000,000 for rail car replacement.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The increase in appropriations for the 2020 General Fund Budget is to help the Authority to financially plan for the replacement of the Authority's aging rail fleet. The amended budget and fund transfers proposed for adoption represent the Authority's spending plans for operation of the transit system in FY 2020. The 2020 Amended General Fund Budget for FY 2020 provides for an increase of \$5,000,000 from the previously approved 2020 General Fund Budget approved in Resolution No. 2019-118 on December 17, 2019.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** The proposed amendment will increase the transfer to the Reserve Fund that was established by Resolution No. 2019-118.
- 6.0 **ECONOMIC IMPACT:** The proposed amendment will increase the transfer to the Reserve Fund by \$5,000,000 from the Fiscal Year 2020 General Fund Budget.
- 7.0 **ALTERNATIVES:** Modify or not approve the budget amendment as proposed. This would prevent the Authority from setting aside additional funds in the Reserve Fund to replace its aging rail fleet.
- 8.0 **RECOMMENDATION:** The proposed 2020 Amended General Fund Budget has been reviewed by the Operational Planning & Infrastructure Committee and is recommended for adoption. It is recommended that the Board approve the proposed FY 2020 Amended General Fund Budget and Fund Transfers as proposed herein.
- 9.0 **ATTACHMENTS:**

Attachment A: 2020 Amended General Fund Balance Analysis
Attachment B: 2020 Reserve Fund Balance Analysis

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



 General Manager, Chief Executive Officer

ATTACHMENT A
General Fund Balance Analysis

	2018	2019	2019	2020	2020	2020	Variance
	Actual	Amended Budget	Actual	Amended Budget	Projection		
Beginning Balance	34,869,397	38,959,995	38,959,995	41,577,395	41,577,395	0	
Revenue							
Passenger Fares	46,611,350	46,497,104	42,785,750	41,446,822	23,835,328	(17,611,494)	
Advertising & Concessions	786,836	2,162,000	2,069,726	2,400,863	1,966,673	(434,190)	
Sales & Use Tax	204,331,707	207,396,683	212,192,079	215,396,173	211,913,657	(3,482,516)	
Federal Operating Assistance - CARES Act	0	0	0	0	111,977,170	111,977,170	
Investment Income	733,668	600,000	910,634	779,858	1,286,833	506,975	
Other Revenue	2,217,242	2,090,000	2,747,874	2,100,000	773,882	(1,326,118)	
Reimbursed Expenditures	22,667,293	22,075,000	25,289,403	21,520,000	26,482,522	4,962,522	
Transfer From Insurance Fund	0	0	0	0	0	0	
Weekly Shopper Service	0	0	0	0	0	0	
Total Revenue	295,619,265	280,820,787	285,995,466	283,643,716	378,236,065	94,592,349	
Total Resources	330,488,662	319,780,782	324,955,461	325,221,111	419,813,460	94,592,349	
Operating Expenditures							
Salaries and Overtime	134,480,231	138,563,985	134,891,187	143,667,173	135,948,781	(7,718,392)	
Payroll Taxes and Fringes	51,457,495	53,873,933	49,579,426	53,391,398	50,193,817	(3,197,581)	
Fuel (Diesel, CNG, Prop. Pwr., Gas)	9,351,736	10,304,550	8,950,522	9,443,600	7,846,416	(1,597,184)	
Utilities	4,557,351	5,334,568	5,155,284	5,655,857	4,609,262	(1,046,595)	
Inventory	12,961,263	13,368,000	11,226,105	13,711,000	12,542,227	(1,168,773)	
Services and Material & Supplies	16,642,929	18,381,341	18,522,788	19,430,753	18,237,135	(1,193,618)	
Purchase Transportation	9,934,312	8,434,045	9,177,877	10,345,000	7,637,742	(2,707,258)	
Other Expenditures	4,968,361	6,257,353	4,815,590	6,569,092	4,553,006	(2,016,086)	
Total Operating Expenditures	244,353,679	254,517,776	242,318,780	262,213,873	241,568,386	(20,645,487)	
Transfers to (from) Other Funds							
Transfer to (from) the Insurance Fund	7,250,000	2,700,000	2,700,000	2,000,000	2,000,000	0	
Transfer to (from) the Pension Fund	60,000	50,000	50,000	50,000	50,000	0	
Transfers to Reserve Fund	7,368,662	7,965,059	12,965,059	5,878,615	10,878,615	5,000,000	
Transfers from the Reserve Fund				(1,450,000)	(1,450,000)	0	
Transfers to (from) Capital							
Bond Retirement Fund	17,236,407	15,228,052	13,339,003	13,714,842	13,714,842	0	
Capital Improvement Fund	15,259,919	11,887,181	12,005,224	13,397,525	13,397,525	(0)	
Total Transfers to (from) Capital	32,496,326	27,115,233	25,344,227	27,112,367	27,112,367	(0)	
Total Transfers to (from) Other Funds	47,174,988	37,830,292	41,059,286	33,590,982	38,590,982	5,000,000	
Total Expenditures	291,528,667	292,348,069	283,378,066	295,804,856	280,159,368	14,645,488	
Ending Balance	38,959,995	27,432,714	41,577,395	29,416,255	139,654,092	94,592,349	
Available Ending Balance	38,959,995	27,432,714	41,577,395	29,416,255	139,654,092	94,592,349	
Passenger Fare & Sales Tax % Change		1.18%	1.61%	1.16%	-7.54%		
Operating Expenses % Change		4.16%	-0.83%	3.02%	-0.31%		
Revenues - Expenses (millions)	\$4.09	(\$11.53)	\$2.62	(\$12.16)	\$98.08		

ATTACHMENT B
Reserve Fund Balance Analysis

	2018	2019	2019	2020	Variance
	Actual	Amended Budget	Actual	Amended Budget	Projection
Beginning Balance	17,624,278	27,677,990	27,677,990	41,473,850	41,473,850
Revenue					
Investment Income	326,456	450,000	830,801	475,000	475,000
Transfer from GF for Compensated Absences	944,484	690,000	690,000	0	0
Transfer from GF for Fuel	0	0	0	0	0
Transfer from GF for Hospitalization	729,330	0	0	0	0
Transfer from GF for Rolling Stock Reserve	5,000,000	6,000,000	11,000,000	5,000,000	10,000,000
Transfer from GF for 27th Pay	694,848	1,275,059	1,275,059	878,615	878,615
Other Revenue	4,358,594	0	0	0	0
Total Revenue	12,053,712	8,415,059	13,795,860	6,353,615	11,353,615
Total Resources	29,677,990	36,093,049	41,473,850	47,827,465	52,827,465
Expenditures					
Transfer to General Fund (Compensated Absences)	0	0	0	0	0
Transfer to General Fund (Fuel)	0	0	0	0	0
Transfer to General Fund (Hospitalization)	0	0	0	0	0
Transfer to RTA Development Fund (Rolling Stock)	2,000,000	0	0	0	0
Transfer to General Fund (27th Pay - 2024)	0	0	0	1,450,000	1,450,000
Total Expenditures	2,000,000	0	0	1,450,000	1,450,000
Ending Balance	27,677,990	36,093,049	41,473,850	46,377,465	51,377,465
Total					5,000,000
Rolling Balances					
Compensated Absences	2,887,323	3,624,267	3,663,991	3,666,160	3,705,955
Fuel	2,510,273	2,551,086	2,585,623	2,580,575	2,615,236
Hospitalization	2,569,915	2,611,697	2,647,055	2,641,886	2,677,372
Rolling Stock	17,584,065	23,869,954	29,111,880	34,203,665	39,445,298
27th Pay: Salary: 2020 / Hourly 2025	2,126,414	3,436,045	3,465,301	2,904,378	2,933,604
Total	27,677,990	36,093,049	41,473,850	45,996,664	51,377,465

RESOLUTION NO. 2020-102

TO AMEND THE FISCAL YEAR 2020 REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, AS ADOPTED IN RESOLUTION NO. 2019-118 AND TO PROVIDE FOR A \$5,000,000 TRANSFER TO THE RESERVE FUND FOR RAIL CAR REPLACEMENT

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

WHEREAS, in order to meet those requirements, a budget was prepared for the fiscal year beginning January 1, 2020 and ending December 31, 2020 ("FY 2020 General Fund Budget"); and

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

WHEREAS, it is in the best interest of the Authority to increase the transfer to the Reserve Fund by \$5.0 million for the replacement of rail vehicles; and

WHEREAS, the Board of Trustees adopted the FY 2020 General Fund Budget on December 17, 2019 through Resolution No. 2019-118; and

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees reviewed and discussed the proposed increase to the FY 2020 General Fund Budget on November 10, 2020 and December 1, 2020 and recommended its approval by the Board on December 15, 2020.

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

Section 1. That the appropriations for the current expenses and other expenditures of the Authority, during the period of January 1, 2020 through December 31, 2020 ("Fiscal Year 2020"), as set forth in Resolution No. 2019-118, adopted by the Board on December 17, 2019 are hereby amended as follows:

	12/17/19 Appropriation	12/15/20 Appropriation	Variance
Transfer to the Reserve Fund	\$5,878,615	\$10,878,615	\$5,000,000

Section 2. That all other provisions of the appropriations for the current expenses and other expenditures of the Authority, during Fiscal Year 2020, as set forth in Resolution Nos. 2019-118, not otherwise amended, shall remain in full force and effect.

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

Adopted: December 15, 2020

President

Attest: _____
Interim Secretary-Treasurer



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2020 AND NOVEMBER 30, 2019

	CURRENT MONTH	PRIOR YR MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2020 YTD	2019 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
<u>PASSENGER FARES:</u>										
CASH FARES	\$ 607,877	\$ 1,301,813	\$ (693,936)	(53.31%)	3.11%	\$ 8,815,869	\$ 15,524,645	\$ (6,708,776)	(43.21%)	2.48%
PASS/TICKET SALES	790,517	1,080,922	(290,405)	(26.87%)	4.04%	6,881,116	12,628,398	(5,747,282)	(45.51%)	1.93%
CMUSD - STUDENT FARECARDS	1,142	4,308,000	(4,306,858)	(99.97%)	0.01%	817,325	4,308,000	(3,490,675)	(81.03%)	0.23%
U-PASS	237,385	-	237,385	-	1.21%	1,864,365	2,023,660	(159,295)	(7.87%)	0.52%
MOBILE TICKETING	291,805	525,176	(233,371)	(44.44%)	1.49%	3,907,157	5,115,707	(1,209,550)	(23.64%)	1.10%
SUBTOTAL PASSENGER FARES	1,928,726	7,215,911	(5,287,185)	(73.27%)	9.86%	22,285,832	39,601,410	(17,315,578)	(43.72%)	6.26%
<u>OPERATING SUBSIDIES:</u>										
SALES & USE TAX	17,091,362	18,251,949	(1,160,587)	(6.36%)	87.34%	191,865,413	193,636,344	(1,770,931)	(0.91%)	53.88%
SUBTOTAL OPERATING SUBSIDIES	17,091,362	18,251,949	(1,160,587)	(6.36%)	87.34%	191,865,413	193,636,344	(1,770,931)	(0.91%)	53.88%
<u>OTHER REVENUE:</u>										
ADVERTISING/CONCESSIONS/COMMISSIONS	21,959	17,057	4,882	28.62%	0.11%	1,580,773	1,401,609	179,164	12.78%	0.44%
NAMING RIGHTS LESS COMMISSIONS	122,482	-	122,482	-	0.63%	503,861	273,700	230,161	84.09%	0.14%
RENTAL INCOME	20,886	10,622	10,264	96.63%	0.11%	234,680	322,808	(88,128)	(27.30%)	0.07%
INTEREST INCOME	16,453	56,127	(39,674)	(70.69%)	0.08%	683,278	875,426	(192,148)	(21.95%)	0.19%
OTHER	1,285	3,291	(2,006)	(60.95%)	0.01%	93,255	157,471	(64,216)	(40.78%)	0.03%
SUBTOTAL OTHER REVENUE	183,045	87,097	95,948	110.16%	0.94%	3,095,847	3,031,014	64,833	2.14%	0.87%
<u>REIMBURSEMENTS AND OTHER SOURCES OF CASH:</u>										
FUEL/CNG/PROPANE TAX REFUNDS	249,512	-	249,512	-	1.28%	2,957,424	1,242,393	1,715,031	138.04%	0.83%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	16,254	131,373	(115,119)	(87.63%)	0.08%	812,398	1,279,935	(467,537)	(36.53%)	0.23%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	20,000,000	13,092,039	6,907,961	52.76%	5.62%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	0.00%	605,265	98,670	506,595	513.42%	0.17%
MISCELLANEOUS RECEIPTS	41,021	90,279	(49,258)	(54.56%)	0.21%	2,430,756	1,998,259	432,497	21.64%	0.68%
FEDERAL CARES ACT	59,478	-	59,478	-	0.30%	112,036,648	-	112,036,648	-	31.46%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	366,265	221,652	144,613	65.24%	1.87%	138,842,491	17,711,296	121,131,195	683.92%	38.99%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 19,569,388	\$ 25,776,609	\$ (6,207,221)	(24.08%)	100.00%	\$ 356,089,583	\$ 253,980,064	\$ 102,109,519	40.20%	100.00%



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

	BUDGET MONTH	CURRENT MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2020 YTD BUDGET	2020 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 1,068,328	\$ 607,877	\$ (460,451)	(43.10%)	3.11%	\$ 14,511,127	\$ 8,815,869	\$ (5,695,258)	(39.25%)	2%
PASS/TICKET SALES	867,372	790,517	(76,855)	(8.86%)	4.04%	11,781,541	6,881,116	(4,900,425)	(41.59%)	1.93%
CMSSD - STUDENT FARECARDS	428,057	1,142	(426,915)	(99.73%)	0.01%	5,814,310	817,325	(4,996,985)	(85.94%)	0.23%
U-PASS	152,004	237,385	85,381	56.17%	1.21%	2,064,679	1,864,365	(200,314)	(9.70%)	0.52%
MOBILE TICKETING	344,886	291,805	(53,081)	(15.39%)	1.49%	4,684,601	3,907,157	(777,444)	(16.60%)	1.10%
SUBTOTAL PASSENGER FARES	2,860,648	1,928,776	(931,872)	(32.58%)	9.86%	38,856,257	22,285,832	(16,570,425)	(42.65%)	6.16%
OPERATING SUBSIDIES:										
SALES & USE TAX	19,527,553	17,091,362	(1,436,191)	(7.75%)	87.34%	196,560,247	191,865,413	(4,694,834)	(2.39%)	53.88%
SUBTOTAL OPERATING SUBSIDIES	19,527,553	17,091,362	(1,436,191)	(7.75%)	87.34%	196,560,247	191,865,413	(4,694,834)	(2.39%)	53.88%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	17,829	21,999	4,170	23.05%	0.11%	1,465,053	1,580,773	115,720	7.90%	0.44%
NAMING RIGHTS/LESS COMMISSIONS	-	122,482	122,482	-	0.63%	466,017	503,861	37,844	8.12%	0.14%
RENTAL INCOME	11,517	20,886	9,369	81.34%	0.11%	350,019	234,680	(115,339)	(32.95%)	0.07%
INTEREST INCOME	48,067	16,453	(31,614)	(65.77%)	0.08%	749,706	683,278	(66,428)	(8.86%)	0.19%
OTHER	31,480	1,285	(30,195)	(95.92%)	0.01%	1,506,281	93,255	(1,413,026)	(93.81%)	0.03%
SUBTOTAL OTHER REVENUE	108,893	183,045	74,152	68.10%	0.94%	4,537,077	3,095,847	(1,441,230)	(31.77%)	0.87%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUEL/CNG/PROPANE TAX REFUNDS	-	249,512	249,512	-	1.28%	397,630	2,957,424	2,559,794	643,766%	0.83%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	42,800	16,254	(26,546)	(62.02%)	0.08%	416,993	812,398	395,405	94.82%	0.23%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	12,411,753	20,000,000	7,588,247	61.14%	5.62%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	0.00%	-	605,265	605,265	-	0.17%
MISCELLANEOUS RECEIPTS	7,997	41,021	33,024	412.92%	0.21%	177,018	2,430,756	2,253,738	1273.17%	0.68%
FEDERAL CARES ACT	-	59,478	59,478	-	0.30%	-	112,036,648	112,036,648	-	31.46%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	50,798	366,265	315,467	621.03%	1.87%	13,403,393	138,842,491	125,439,098	935.88%	38.99%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 21,547,892	\$ 19,569,398	\$ (1,978,494)	(9.18%)	100.00%	\$ 253,356,975	\$ 356,089,583	\$ 102,732,608	40.55%	100.00%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SALES AND USE TAXES
ACTUAL RECEIPTS THROUGH DECEMBER 2020**

<u>MONTH RECEIVED</u>	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ESTIMATE</u>	<u>2020 ACTUAL</u>	<u>2020 VERSUS 2019 MONTH % CHANGE</u>	<u>2020 MONTHLY ACTUAL VERSUS 2020 MONTHLY ESTIMATE</u>	<u>2018 YTD ACTUAL</u>	<u>2019 YTD ACTUAL</u>	<u>2020 YTD ESTIMATE</u>	<u>2020 YTD ACTUAL</u>	<u>2020 VERSUS 2019 YTD % CHANGE</u>	<u>2020 YTD % EST VARIANCE</u>
JANUARY	\$15,344,775	\$17,311,711	\$17,730,936	\$18,303,734	5.73%	3.23%	\$15,344,775	\$17,311,711	\$17,730,936	\$18,303,734	5.73%	3.23%
FEBRUARY	\$16,311,506	\$17,753,526	\$18,183,450	\$18,450,264	3.92%	1.47%	\$31,656,281	\$35,065,237	\$35,914,386	\$36,753,998	4.82%	2.34%
MARCH	\$19,193,689	\$19,588,186	\$20,062,539	\$21,219,411	8.33%	5.77%	\$50,849,970	\$54,653,423	\$55,976,925	\$57,973,409	6.07%	3.57%
APRIL	\$15,159,363	\$15,303,867	\$15,674,469	\$16,460,465	7.56%	5.01%	\$66,009,332	\$69,957,290	\$71,651,394	\$74,433,873	6.40%	3.88%
MAY	\$15,056,101	\$15,802,827	\$16,185,512	\$15,293,102	(3.23%)	(5.51%)	\$81,065,433	\$85,760,117	\$87,836,906	\$89,726,976	4.63%	2.15%
JUNE	\$17,840,652	\$18,297,841	\$18,740,946	\$15,926,194	(12.96%)	(15.02%)	\$98,906,085	\$104,057,958	\$106,577,852	\$105,653,169	1.53%	(0.87%)
JULY	\$15,909,441	\$16,425,144	\$16,822,900	\$13,364,639	(18.63%)	(20.56%)	\$114,815,527	\$120,483,102	\$123,400,752	\$119,017,808	(1.22%)	(3.55%)
AUGUST	\$17,953,926	\$17,918,246	\$18,352,159	\$17,532,128	(2.15%)	(4.47%)	\$132,769,453	\$138,401,348	\$141,752,911	\$136,549,937	(1.34%)	(3.67%)
SEPTEMBER	\$18,575,082	\$19,225,063	\$19,690,622	\$19,653,853	2.23%	(0.19%)	\$151,344,535	\$157,626,411	\$161,443,533	\$156,203,790	(0.90%)	(3.25%)
OCTOBER	\$17,725,278	\$17,757,984	\$18,188,016	\$18,570,261	4.57%	2.10%	\$169,069,813	\$175,384,395	\$179,631,549	\$174,774,050	(0.35%)	(2.70%)
NOVEMBER	\$17,489,540	\$18,251,949	\$18,693,943	\$17,091,363	(6.36%)	(8.57%)	\$186,559,353	\$193,636,344	\$198,325,492	\$191,865,413	(0.91%)	(3.26%)
DECEMBER	\$17,772,354	\$18,555,735	\$17,070,682	\$18,282,055	(1.47%)	7.10%	\$204,331,707	\$212,192,079	\$215,396,174	\$210,147,468	(0.96%)	(2.44%)
TOTAL	\$204,331,707	\$212,192,079	\$215,396,174	\$210,147,468								

Summary:

Month

1.47% \$273,680 lower than December 2019 Actual
7.10% \$1,211,373 higher than December 2020 estimate

YTD

.96% (\$2,044,611) lower than 2019 Actual
2.44% (\$5,248,706) lower than 2020 estimate

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF NOVEMBER 30, 2020**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND	11/30/2020	12/1/2020	MONEY MARKET	HUNTINGTON BANK	1	\$15,468,827	\$0	1	0.01%
	5/8/2019	5/31/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	752	\$719,364	\$28	181	2.10%
	5/8/2019	5/31/2022	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	1118	\$247,412	\$12	546	2.10%
	5/8/2019	11/30/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	936	\$1,665,366	\$82	365	2.10%
TOTAL BOND RETIREMENT FUND						\$18,100,968	\$122		0.30%
GENERAL FUND	11/30/2020	12/1/2020	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$123,448	\$0	1	0.75%
	11/30/2020	12/1/2020	STAR OHIO	STATE OF OHIO	1	\$37,852,646	\$0	1	0.14%
	11/30/2020	12/1/2020	STAR OHIO-CARES	STATE OF OHIO	1	\$112,076,117	\$0	1	0.14%
	11/30/2020	12/1/2020	BLACKROCK MONEY MKT	PNC BANK	1	\$8,836	\$0	1	0.10%
	11/30/2020	12/1/2020	EMPLOYEE ACTIVITY FUND	KEY BANK	1	\$163,684	\$0	1	0.75%
	11/30/2020	12/1/2020	SALES TAX ACCOUNT	HUNTINGTON BANK	1	\$4,317	\$0	1	0.01%
	11/30/2020	12/1/2020	KEY ECR	KEY BANK	1	\$5,970,609	\$0	1	0.75%
TOTAL GENERAL FUND						\$156,199,658	\$0		0.16%
INSURANCE FUND	2/23/2018	2/16/2021	FHLMC	HUNTINGTON BANK	1092	\$1,000,000	\$6,927	107	2.37%
	11/30/2020	12/1/2020	STAR OHIO	STATE OF OHIO	1	\$4,807,742	\$0	1	0.14%
	11/30/2020	12/1/2020	KEY ECR	KEY BANK	1	\$115,811	\$0	1	0.75%
TOTAL INSURANCE FUND						\$5,923,553	\$6,927		0.53%
LAW ENFORCEMENT FUND	11/30/2020	12/1/2020	LAW ENFORCEMENT	KEY BANK-SWEEP	1	\$12,972	\$0	1	0.75%
	11/30/2020	12/1/2020	STAR OHIO	STATE OF OHIO	1	\$44,003	\$0	1	0.25%
TOTAL LAW ENFORCEMENT FUND						\$56,975			0.30%
LOCAL MATCH FUND	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$29,611	753	1.64%
	11/30/2020	12/1/2020	2019 DEBT ACCT-STAR OHIO	STATE OF OHIO	1	\$20,158,396	\$0	1	0.14%
	11/30/2020	12/1/2020	2019 DEBT ACCT-KEY ECR	KEY BANK	1	\$363,691	\$0	1	0.75%
	11/30/2020	12/1/2020	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$5,114,359	\$0	1	0.14%
	11/30/2020	12/1/2020	LOCAL MATCH-KEY ECR	KEY BANK	1	\$118,337	\$0	1	0.75%
	11/30/2020	12/1/2020	GRANT-ECR	KEY BANK	1	\$221,119	\$0	1	0.75%
	11/30/2020	12/1/2020	CATCH BASIN-KEY ECR	KEY BANK	1	\$101,879	\$0	1	0.75%
TOTAL LOCAL MATCH FUND						\$31,168,957	\$29,611		0.40%
PENSION FUND	11/30/2020	12/1/2020	KEY ECR	KEY BANK	1	\$52,507	\$0	1	0.75%
	11/30/2020	12/1/2020	STAR OHIO	STATE OF OHIO	1	\$1,228,449	\$0	1	0.14%
TOTAL PENSION FUND						\$1,280,955	\$0		0.17%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 INVENTORY OF TREASURY INVESTMENTS
 AS OF NOVEMBER 30, 2020

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
RTA CAPITAL FUND	11/30/2020	12/1/2020	KEY ECR	KEY BANK	1	\$1,239,071	\$0	1	0.75%
TOTAL RTA CAPITAL FUND						\$1,239,071	\$0		0.75%
RESERVE FUND									
	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$29,611	753	1.64%
	11/30/2020	12/1/2020	BLACKROCK MONEY MKT	PNC BANK	1	\$3,025,500	\$0	1	0.10%
	11/30/2020	12/1/2020	KEY ECR	KEY BANK	1	\$3,033,195	\$0	1	0.75%
	11/30/2020	12/1/2020	STAR OHIO	STATE OF OHIO	1	\$31,992,992	\$0	1	0.14%
TOTAL RESERVE FUND						\$43,142,862	\$29,611		0.32%
TOTAL ALL FUNDS						\$257,112,999	\$66,271	35	0.24%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF NOVEMBER 30, 2020**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2019	Interest Payable/ 6/1/2020	Principal Payable/ 6/1/2020	Debt Service Requirement/ 6/1/2020	Interest Payable/ 12/1/2020	Principal Payable/ 12/1/2020	Debt Service Requirement/ 12/1/2020	Total Debt Requirement 2020
Series 2012-Sales Tax Rev.	Dec. 2024	13,660,000.00	333,600.00	0.00	333,600.00	333,600.00	3,160,000.00	3,493,600.00	3,827,200.00
Series 2014A-Sales Tax Rev.	Dec. 2025	13,360,000.00	301,825.00	0.00	301,825.00	301,825.00	3,055,000.00	3,356,825.00	3,658,650.00
Series 2014B-Sales Tax Rev.	Dec. 2020	540,000.00	7,930.00	0.00	7,930.00	7,930.00	540,000.00	547,930.00	555,860.00
Series 2015-Sales Tax Rev.	Dec. 2034	44,250,000.00	1,080,450.00	0.00	1,080,450.00	1,080,450.00	2,890,000.00	3,970,450.00	5,050,900.00
Series 2016-Sales Tax Rev.	Dec. 2031	15,010,000.00	375,050.00	0.00	375,050.00	375,050.00	10,000.00	385,050.00	760,100.00
Series 2019-Sales Tax Rev.	Dec. 2039	30,000,000.00	750,000.00	0.00	750,000.00	750,000.00	905,000.00	1,655,000.00	2,405,000.00
Total Bonds		\$116,820,000.00	\$2,848,855.00	\$0.00	\$2,848,855.00	\$2,848,855.00	\$10,560,000.00	\$13,408,855.00	\$16,257,710.00

Bond Retirement
\$15,468,827

Current Balance (Set Aside for 2020)

Monthly Set Aside Required
\$0

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH NOVEMBER 30, 2020

MONTH	2020			2019			STANDARD YIELD #	MARKET YIELD #
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD		
JANUARY	\$153,025,000	\$306,867	1.94%	\$117,399,117	\$193,803	2.29%	2.42%	1.75%
FEBRUARY	\$147,326,500	\$177,033	1.93%	\$124,109,287	\$159,303	2.26%	2.45%	1.75%
MARCH	\$153,725,000	\$446,742	1.49%	\$122,603,151	\$192,045	2.29%	2.47%	1.65%
APRIL	\$150,720,000	\$364,880	1.17%	\$121,652,368	\$204,088	2.29%	2.45%	1.65%
MAY	\$187,360,000	\$234,705	0.86%	\$159,898,231	\$260,509	2.32%	2.41%	1.55%
JUNE	\$212,554,447	\$209,413	0.75%	\$155,024,717	\$232,714	2.29%	2.33%	1.55%
JULY	\$221,871,717	\$138,135	0.74%	\$158,773,489	\$309,114	2.31%	2.26%	1.45%
AUGUST	\$232,155,834	\$99,171	0.48%	\$152,652,458	\$271,681	2.24%	2.16%	1.45%
SEPTEMBER	\$236,404,000	\$28,674	0.39%	\$154,925,167	\$222,909	2.21%	2.07%	1.40%
OCTOBER	\$267,168,925	\$28,216	0.28%	\$142,878,197	\$306,422	2.13%	1.94%	1.40%
NOVEMBER	\$255,122,283	(\$45,724)	0.24%	\$156,507,676	\$251,343	2.05%	1.83%	1.37%
DECEMBER				\$155,044,134	\$212,949	2.00%	1.75%	1.52%
YEAR TO DATE	201,584,882	\$1,988,112	0.93%	\$143,455,671	\$2,816,880	2.22%	2.21%	1.54%
RTA AVERAGE YIELDS OVER (UNDER) INDEX			0.25%				0.38%	0.79%

Moving average coupon equivalent yields for 6 month Treasury Bills,

Market Yield equals US Treasury Money Fund 7 Day Yield

*November is due to a correction in accrued interest

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
NOVEMBER 2020**

BOND RETIREMENT FUND

TREASURY BILL	\$12,024.61
TREASURY BILL	\$13,466.88
TREASURY BILL	\$5,018.75
TREASURY BILL	\$14,700.00
TREASURY BILL	\$2,187.50
TREASURY BILL	<u>\$105.81</u>
HUNTINGTON MONEY MARKET	\$47,503.55
	NOVEMBER 2020
	2020 YEAR TO DATE
	2019 YEAR TO DATE
	\$152,321.84
	\$150,417.11

GENERAL FUND

HUNTINGTON-SALES TAX ACCOUNT	
STAROHIO	\$0.04
KEY BANK SWEEP ACCOUNT	\$3,860.45
STAR OHIO-CARES GRANT	\$57.04
MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT	\$12,533.98
	<u>\$1.90</u>
	NOVEMBER 2020
	2020 YEAR TO DATE
	2019 YEAR TO DATE
	\$16,453.41
	\$683,277.29
	\$875,425.46

INSURANCE FUND

STAROHIO	\$537.35
	<u>\$537.35</u>
	NOVEMBER 2020
	2020 YEAR TO DATE
	2019 YEAR TO DATE
	\$176,857.42
	\$167,061.46

LAW ENFORCEMENT FUND

KEY BANK SWEEP ACCOUNT	\$0.05
STAROHIO	<u>\$4.92</u>
	\$4.97
	NOVEMBER 2020
	2020 YEAR TO DATE
	2019 YEAR TO DATE
	\$417.08
	\$999.69

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
NOVEMBER 2020**

LOCAL MATCH FUND

STAROHIO
STAROHIO-2019 DEBT
KEY BANK SWEEP ACCOUNT

\$668.86
\$2,261.08
\$1.74
\$2,931.68
\$565,405.40
\$518,650.17

NOVEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

PENSION FUND

STAROHIO
KEY BANK SWEEP ACCOUNT

\$137.30
\$0.44
\$137.74
\$13,565.18
\$22,252.48

NOVEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT

KEY BANK MONEY MARKET

\$1.35
\$1.35
\$154.95
\$945.16

NOVEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

RTA CAPITAL FUND

KEY BANK SWEEP ACCOUNT

\$11.11
\$11.11
\$159,441.66
\$94,343.74

NOVEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 NOVEMBER 2020

RESERVE FUND
 STAROHIO
 FFCB
 KEY BANK SWEEP ACCOUNT

\$3,575.79
 \$25,650.00
\$24.04
 \$29,249.83
 \$533,620.72
 \$719,116.41
 \$96,830.99
 \$2,285,061.54
 \$2,549,211.68

NOVEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE
 NOVEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

TOTAL ALL FUNDS

2020 YEAR
 TO DATE
 \$2,285,062

NOVEMBER
 \$96,831

INTEREST RECEIVED (CASH BASIS)

ACCRUED INTEREST:

BEGINNING:

ENDING:

INTEREST INCOME EARNED:

AVERAGE INVESTMENT BALANCE (COST):

AVERAGE YIELD ON INVESTMENTS:

(\$208,826)
 \$66,271
 (\$45,724)
 \$255,122,283

0.24%

(\$353,221)
 \$66,271
 \$1,988,112
 \$201,584,882

0.93%

**COMPOSITION OF INVESTMENT PORTFOLIO
AS NOVEMBER 30, 2020**

Instrument	PRINCIPAL AMOUNT	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	\$18,630,928	\$18,630,928	7.25%	0.03%	1
Key Bank Sweep Account	\$176,657	\$176,657	0.07%	0.75%	1
Star Ohio	\$213,274,703	\$213,274,703	82.95%	0.25%	1
Earnings Credit Rate Account	\$11,216,219	\$11,216,219	4.36%	0.75%	1
U.S. Government Securities	\$13,814,490	\$13,660,000	5.37%	1.60%	660
Total Investment Portfolio	<u>\$257,112,998</u>	<u>\$256,958,508</u>	<u>100.00%</u>	<u>0.24%</u>	<u>35</u>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
BANKING AND FINANCIAL RELATIONSHIPS
AS OF NOVEMBER 30, 2020**

BANK/FINANCIAL INSTITUTION	NATURE OF RELATIONSHIP
Key Bank	Main banking services
PNC Bank	Custodial Account and Credit card
Fifth Third	Escrow Account
Huntington Bank	Bond Retirement and Sales Tax Account Underwriter STAR Ohio-Investments
Bank of New York Mellon	Bond Registrar
BMO Harris Bank	Fuel Hedge

NOTE:

This information is being provided for applicable individuals to be in compliance with:

Ohio Revised Code Sections 102.03(D) and (E)

Ohio Ethics Commission Informal Opinion Number 2003-INF-0224-1

Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford (DGM - Legal Affairs) dated May 6, 2020

Ohio Ethics Commission Opinion Number 2011-08

Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012

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