



Greater Cleveland  
Regional Transit Authority

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

## MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority (GCRTA) will take place on Tuesday, January 20, 2026, in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113, for consideration of the listed items and such other items that may properly come before the Board and be acted upon. This meeting will be live streamed beginning at 9:00 a.m. on GCRTA's Board Page [www.RideRTA.com/board](http://www.RideRTA.com/board) on the meeting date for staff and members of the public. Members of the public may attend in person.

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

8:15 a.m. **Governance Committee**

- Agenda attached

9:00 a.m. **Committee of the Whole**

- Agenda attached

**Board of Trustees Meeting**

- Agenda attached



India L. Birdsong Terry  
General Manager, Chief Executive Officer

IBT/bc  
Attachment

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





## AGENDA

### Board Governance Committee Meeting

Tuesday, January 20, 2026

Committee Members:	Mayor Paul A. Koomar, Chair Emily Garr Pacetti, Vice Chair Deidre McPherson Jeffrey Sleasman Mayor David Weiss
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- I. Roll Call
- II. Review Committee Assignments
- III. Discussion of Future Governance Topics
- IV. New Business
- V. Adjourn



## OFFICERS AND COMMITTEES OF THE BOARD OF TRUSTEES

Mayor Paul A. Koomar  
President

Emily Garr Pacetti  
Vice President

### BOARD GOVERNANCE COMMITTEE (5)

Paul A. Koomar, Chair  
Emily Garr Pacetti, Vice Chair  
Deidre McPherson  
Jeffrey W. Sleasman  
David E. Weiss

### ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE (5)

Emily Garr Pacetti, Chair  
Marie Gallo  
Deidre McPherson  
Jeffrey W. Sleasman  
Vacant

### EXTERNAL & STAKEHOLDER RELATIONS & ADVOCACY COMMITTEE (5)

Deidre McPherson, Chair  
Emily Garr Pacetti, Vice Chair  
Anastasia A. Elder  
Stephen M. Love  
Shanelle Smith Whigham

### OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE (5)

Jeffrey W. Sleasman, Chair  
Emily Garr Pacetti, Vice Chair  
Marie Gallo  
Stephen M. Love  
Vacant

### AUDIT, SAFETY COMPLIANCE & REAL ESTATE COMMITTEE (5)

David E. Weiss, Chair  
Emily Garr Pacetti, Vice Chair  
Anastasia A. Elder  
Jeffrey W. Sleasman  
Shanelle Smith Whigham

### COMMITTEE OF THE WHOLE (10)

Paul A. Koomar, Chair  
Emily Garr Pacetti, Vice Chair  
Anastasia A. Elder  
Marie Gallo  
Stephen M. Love  
Deidre McPherson  
Jeffrey W. Sleasman  
David E. Weiss  
Shanelle Smith Whigham  
Vacant

CIVILIAN OVERSIGHT COMMITTEE (COC)

Marie Gallo, Board Liaison

COMMUNITY ADVISORY COMMITTEE (CAC)

Anastasia A. Elder, Board Liaison

COMPENSATION COMMITTEE

David E. Weiss, Chair

Emily Garr Pacetti, Vice Chair

Anastasia A. Elder

Vacant

AD-HOC COMMITTEES

AD-HOC COC SELECTION COMMITTEE

Marie Gallo, Chair

Stephen M. Love

Vacant

AD-HOC NOMINATING COMMITTEE

Stephen M. Love, Chair

Emily Garr Pacetti

Anastasia A. Elder

## STANDING COMMITTEE MEMBERS, STAFF LIAISONS AND SUPPORT

### AUDIT, SAFETY COMPLIANCE & REAL ESTATE COMMITTEE

(Chair: Weiss | Vice Chair: Pacetti | Elder, Sleasman, Whigham)

*Primary Staff Liaison – Rajan Gautam and Tony Garofoli | Secondary Staff Liaison: Janet Burney*

### COMMITTEE OF THE WHOLE

(Chair: Koomar | Vice Chair: Pacetti | Board Members)

*Primary Staff Liaison – India Birdsong Terry*

### EXTERNAL & STAKEHOLDER RELATIONS & ADVOCACY COMMITTEE

(Chair: McPherson | Vice Chair: Pacetti | Elder, Love, Whigham)

*Primary Staff Liaison – Natoya Walker-Minor | Secondary Staff Liaison: Mike Schipper*

### GOVERNANCE COMMITTEE

(Chair: Koomar | Vice Chair: Pacetti | (Sleasman, McPherson, Weiss)

*Primary Staff Liaison – India Birdsong Terry | Secondary Staff Liaison: Janet Burney*

### OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE

(Chair: Sleasman | Vice Chair: Pacetti | Gallo, Love)

*Primary Staff Liaison – Mike Schipper | Secondary Staff Liaison: Rajan D. Gautam*

### ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

(Chair: Pacetti | Vice Chair: Vacant | Gallo, McPherson, Sleasman)

*Primary Staff Liaison – Floun'say Caver | Secondary Staff Liaison: Rajan Gautam and George Fields*



## AGENDA

Committee of the Whole  
Tuesday, January 20, 2026

Committee Members:

Mayor Paul A. Koomar, Chair  
Ms. Emily Garr Pacetti, Vice Chair  
Ms. Anastasia A. Elder  
Mayor Marie Gallo  
Mr. Stephen M. Love  
Ms. Deidre Y. McPherson  
Mr. Jeffrey W. Sleasman  
Mayor David E. Weiss  
Ms. Shanelle Smith Whigham

- I. Roll Call
- II. Approval of Minutes – December 2, 2025
- III. West 25<sup>th</sup> Street BRT Update

Presenter:

- Michael Schipper, Deputy General Manager, Engineering & Project Management
- Calley Mersmann, Director, City of Cleveland Planning Commission

- IV. Adjourn



Committee of the Whole

December 2, 2025

## MEETING MINUTES

**Committee Members:** Mayor Koomar (Chair), Ms. Pacetti (Vice Chair), Ms. Elder, Mayor Gallo, Mr. Love, Ms. McPherson, Mr. Sleasman, Mayor Weiss, Ms. Smith Whigham

**Staff/Other:** Shawn Becker, Nick Biggar, India Birdsong Terry, Felicia Brooks-Williams, Janet Burney, Floun'say Caver, Brent Charnigo, Jonathan Ciesla, Nick Davidson, Nadine DeJesus, Wendy Feinn, Michael Fesler, George Fields, Bob Fleig, Joel Freilich, Catherine Galla, Anthony Garofoli, Rajan Gautam, Fiona Gibbons, Chief Deirdre Jones, Lawrence Jupina, Carl Kirkland, Jeff Macko, Ida Marshall, Sheila Miller, Joshua Miranda, Charles Morgan, Ruben Morgan, Mike Schipper, Michael So, John Sulik, Kay Sutula, Wendy Talley, John Togher, Eric Vukmanic

**Public:** Ehren Bingaman, Tracie Collins, Travis Ducuruen, Kesley Finucan, Alex Johnson, Mustafa Shaikhan, Carren Woods

New Board Trustee Shanelle Smith Whigham was administered the oath of office.

### I. Roll Call

Mayor Koomar called the meeting to order at 9:03 a.m. with roll call. A quorum was present.

### II. Approval of Minutes – November 18, 2025

Ms. Pacetti moved, and Ms. Elder seconded to approve the minutes; the motion carried.

### III. Reappointment of Eight Members to the Community Advisory Committee

Natoya Walker Minor, Deputy General Manager, Administration & External Affairs, stated that the Community Advisory Committee (CAC) assists the GCRTA in fulfilling its mission, supporting service for individuals with disabilities, and advocating for public transit in Northeast Ohio.

The terms for eight (8) of the eleven (11) current CAC members were set to expire on December 31, 2025, and all were seeking reappointment for a two (2) year term running through December 2027.

Management emphasized the importance of continuity, as the committee was recently repurposed, but noted that there is no fixed limit to the number of members, allowing for additional qualified applicants to be onboarded in the interim. The resolution to move the reappointments forward to the full Board of Trustees for a vote was approved.

Ms. McPherson moved, and Mr. Love seconded to send the reappointments to the Board of Trustees; the motion carried.

- IV. Code Book Update – Amending Bylaws Article VII, Section 5
- V. Code Book Update – Amending Section 220.03 Standing Committee Structure and Responsibilities
- VI. Code Book Update – Amending Chapter 460 Financial Policies; Funds
- VII. Code Book Update – Repealing Section 620.04 Diversity, Equity and Inclusion Policy
- VIII. Code Book Update – Amending Section 642.01 Equal Opportunity/Affirmative Action
- IX. Code Book Update – Amending Chapter 842 Comprehensive Fare Policy
- X. Code Book Update – Amending Chapter 1013 Service Standards
- XI. Code Book Update – Amending Chapter 1086 Paratransit and Accessible Service Policy

Anna Hlavacs, Senior Counsel, presented items 4 through 11, which covered updates to GCRTA's codified rules and regulations to align policies with current operations, Federal Transit Administration (FTA) directives, and executive orders.

Key proposed changes to financial policies (Chapter 460) included designating a 15-day ending balance for the Revenue Stabilization Fund, creating a sub-account within the Reserve Fund for transit-oriented development, and removing a requirement to evaluate the supplemental pension fund every two years. The latter removal was due to the Supplemental Pension Fund having more than adequate reserves to meet the needs of the remaining seven CTS retirees it supports. Changes were also proposed to remove duplicative or obsolete language in Chapter 842 and Chapter 1013 (service standards) to consolidate paratransit language in the dedicated Chapter 1086. Chapter 1086 was also updated to remove outdated aspirational language regarding ADA compliance and clarify service language.

Ms. Hlavacs presented changes to bring the code book into compliance with executive orders from the Trump administration starting in 2025. These changes included removing the requirement for contractors to submit affirmative action plans, removing the Board's organizational services and Performance Monitoring Committee's responsibility to review affirmative action, and revising language to state RTA will review its own workforce rather than contractors for Equal Employment Opportunity.

Staff clarified that removing the Diversity, Equity, and Inclusion (DEI) policy was a proactive legal action to remove language that could jeopardize federal grant eligibility during an FTA review, and ensuring GCRTA's compliance with executive orders. Staff stressed that the Authority's commitment to civil rights, non-discrimination and internal OEO practices remains fully intact and is monitored internally.

Mr. Sleasman questioned a proposed language in Chapter 460.02, which would change the long-standing but unachievable 25% operating ratio requirement to a goal to "strive towards" 25%. Management noted that the current operating ratio is closer to 10-15%.

The Board agreed to leave the original wording of the operating ratio goal in place and defer the discussion on setting a new, realistic percentage to a future meeting. The rest of the proposed code revisions were then moved to the full board for approval.

Mr. Sleasman moved, and Ms. Elder seconded to advance the code book updates to the Board of Trustees; the motion carried.

XII. Adjournment

There being no further business to bring before the Committee, Mayor Koomar moved to adjourn the meeting and seconded by Ms. Elder. The meeting was adjourned at 9:51 a.m.

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Rajan D. Gautam  
Secretary/Treasurer

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Brent Charnigo  
Board Administrator



## AGENDA

### GCRTA Board of Trustees Meeting

Tuesday, January 20, 2026

9:00 a.m.

- I. Call to Order
- II. Roll Call
- III. Certification Regarding Notice of Meeting
- IV. Approval of Minutes
  - a. December 16, 2025, Board Meeting
- V. Public Comment (**2 minutes**) on Agenda and Non-Agenda items:

***Please state your name and city of residence***

- a. In-Person
- b. Phone: 440-276-4600
- c. Web Form (1-Comment Limit) Comments will be Forwarded to Board and Staff

- VI. Board Governance Committee Report
  - Mayor Paul Koomar, President
  - Affidavit for Board Trustee Shanelle Smith Whigham
- VII. Operational Planning & Infrastructure Committee Report
  - Chair: Mr. Jeffrey Sleasman
- VIII. Organizational, Services & Performance Monitoring Committee Report
  - Chair: Ms. Emily Pacetti
- IX. Audit, Safety Compliance and Real Estate Committee Report
  - Chair: Mayor David E. Weiss
- X. External & Stakeholder Relations & Advocacy Committee Report
  - Chair: Ms. Deidre McPherson
- XI. Committee of the Whole
  - Chair: Mayor Paul Koomar
- XII. Civilian Oversight Committee (COC)
  - Board Liaison: Mayor Marie Gallo
- XIII. Community Advisory Committee (CAC)
  - Board Liaison: Ms. Anastasia Elder

XIV. Ad-Hoc Committee reports

- a. Ad-Hoc Compensation Committee
  - Chair: Mayor David Weiss
- b. Ad-Hoc Nominating
  - Chair: Mr. Stephen M. Love

XV. Introduction of New Employees and Announcement of Promotions - Ida Marshall,  
Senior Manager of Talent Acquisition

XVI. Introduction of Resolutions:

- A. 2026-1 – EXPRESSING CONGRATULATIONS TO THE EMPLOYEES OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY WHO RETIRED DURING THE FOURTH QUARTER OF 2025
- B. 2026-2 -- AUTHORIZING CONTRACT NO. 2025-109 WITH EXPERT OF CANTON DBA COMPLETE PEST SOLUTIONS FOR PEST CONTROL SERVICES IN AN AMOUNT NOT TO EXCEED \$205,200.00 FOR THE BASE THREE-YEAR PERIOD AND IN AMOUNT NOT TO EXCEED \$68,400.00 FOR EACH OF TWO OPTION YEARS, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$342,000.00 FOR FIVE YEARS (GENERAL FUND, CENTRAL FACILITIES MAINTENANCE DEPARTMENT BUDGET)
- C. 2026-3 -- AUTHORIZING A RENEWAL AGREEMENT WITH THE CITY OF SHAKER HEIGHTS FOR LANDSCAPE MAINTENANCE AND PARKING LOT SNOW REMOVAL FOR A PERIOD OF TWO (2) YEARS BEGINNING JANUARY 1, 2026, IN AN AMOUNT NOT TO EXCEED \$277,915.81 FOR 2026 AND \$283,127.40 FOR 2027 (GENERAL FUND, PROGRAMMING & PLANNING DEPARTMENT BUDGET)
- D. 2026-4 -- AUTHORIZING CONTRACT NO. 2025-130 WITH ESK LANDSCAPING LLC TO PROVIDE NON-RAIL AND HEALTHLINE LANDSCAPING SERVICES FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$791,636.40 AND IN AMOUNTS NOT TO EXCEED \$272,654.76 AND \$280,259.80, FOR EACH OF THE TWO OPTION YEARS, RESPECTIVELY, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,344,550.96 (GENERAL FUND, CENTRAL FACILITIES MAINTENANCE DEPARTMENT BUDGET)
- E. 2026-5 -- AUTHORIZING CONTRACT NO. 2026-001 WITH AT&T CORP ON BEHALF OF AT&T NATIONAL MOBILITY ACCOUNTS, LLC TO PROVIDE MOBILE DATA SERVICES THROUGH THE STATE OF OHIO'S DEPARTMENT OF ADMINISTRATIVE SERVICES, COOPERATIVE PURCHASING PROGRAM, IN AN AMOUNT NOT EXCEED \$300,000.00 FOR A PERIOD OF ONE YEAR. (GENERAL FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)
- F. 2026-6 -- AUTHORIZING CONTRACT NO. 2025-143 WITH DELTA RAILROAD CONSTRUCTION, INC. FOR CENTRAL RAIL MAINTENANCE FACILITY TRANSFER TABLE AT TRACK 3 RECONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$1,093,055.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

- G. 2026-7 -- AUTHORIZING CONTRACT NO. 2025-153 WITH STANDARD CONTRACTING & ENGINEERING, INC. FOR THE CENTRAL RAIL MAINTENANCE FACILITY MODIFICATIONS IN AN AMOUNT NOT TO EXCEED \$9,505,365.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)
- H. 2026-8 -- AUTHORIZING AN INCREASE TO CONTRACT NO. 2025-007 WITH R.L. HILL/PLATFORM CONTRACTING JOINT VENTURE FOR PROJECT 24X – EAST 79<sup>TH</sup> ST. GREEN AND BLUE LINE STATION RECONSTRUCTION IN THE AMOUNT OF \$67,550.00 FOR A NEW TOTAL CONTRACT AMOUNT OF \$10,549,329.86 AND REINSTATING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY IN ITS ENTIRETY (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)
- I. 2026-9 -- AUTHORIZING CONTRACT NO. 2025-151 WITH SCHIRMER CONSTRUCTION LLC FOR PROJECT 66E1 – RED LINE STATION PLATFORM MODIFICATIONS IN AN AMOUNT NOT TO EXCEED \$11,111,000.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)
- J. 2026-10 -- AUTHORIZING CONTRACT NO. 2025-145 WITH RAILWORKS TRACK SERVICES, LLC FOR PROJECT 55B - REPAIR OF MAIN AVENUE BROKEN RAIL IN AN AMOUNT NOT TO EXCEED \$424,924.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)
- K. 2026-11 -- AUTHORIZING CONTRACT NO. 2025-136 WITH AECOM TECHNICAL SERVICES, INC. TO PROVIDE CONSULTING SERVICES TO UPDATE THE AUTHORITY'S EXISTING STRATEGIC PLAN IN AN AMOUNT NOT TO EXCEED \$465,000.00 (DEVELOPMENT FUND, PROGRAMMING & PLANNING DEPARTMENT BUDGET)
- L. 2026-12 -- APPROVING THE 2026 TITLE VI PROGRAM UPDATE FOR SUBMITTAL TO THE FEDERAL TRANSIT ADMINISTRATION (FTA)

Secretary-Treasurer's Report – Rajan Gautam, Deputy General Manager, Finance

- a. General Fund Revenue – December 2025 compared to December 2024
- b. General Fund Revenue – period ending December 2025 compared to budget
- c. Sales & Tax Receipts Report budgeted during 2025, actual receipts through December 31, 2025
- d. Inventory of Treasury Investments as of November 30, 2025
- e. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of December 31, 2025
- f. Summary of Investment Performance, Year to Date through December 31, 2025
- g. Report on Investment Earnings (cash basis) as of December 31, 2025
- h. Composition of Investment Portfolio as of December 31, 2025
- i. Banking and Financial Relationships as of December 31, 2025

XVII. General Manager's Report – India L. Birdsong Terry, General Manager, Chief Executive Officer

XVIII. President's Report

XIX. Old Business

XX. New Business

XXI. The next regular Board meeting is scheduled for **February 17, 2026**, in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live-streamed on GCRTA's Board page ([www.RideRTA.com/board](http://www.RideRTA.com/board)) by clicking the meeting date. The public is welcome to attend in person.

XXII. Adjournment



## RTA Board of Trustees Meeting

December 16, 2025

### MEETING MINUTES

**Board Members:** Mayor Koomar (President) Ms. Pacetti (Vice President), Ms. Elder, Mayor Gallo, Mr. Love, Ms. McPherson, Mr. Sleasman, Mayor Weiss, Ms. Smith Whigham

**Staff/Other:** Shawn Becker, Nick Biggar, India Birdsong Terry, Felicia Brooks-Williams, Janet Burney, Floun'say Caver, Brent Charnigo, Wayne Colonna, Nick Davidson, Wendy Feinn, George Fields, Bob Fleig, Joel Freilich, Catherine Galla, Anthony Garofoli, Rajan Gautam, Sharon Jenkins, Chief Deirdre Jones, Lawrence Jupina, Carl Kirkland, Ida Marshall, Sheila Miller, Charles Morgan, Steve Peganoff, Mike Schipper, Kay Sutula, Wendy Talley, John Togher, Eric Vukmanic, Carolyn Young

**Public:** Kevin Hinkle, Ron Jackson, Loh, Joseph Sopko, Carren Woods

#### I. Call to Order

Mayor Koomar called the meeting to order at 10:50 a.m.

#### II. Roll Call

A quorum was present.

#### III. Certification regarding Notice of Meeting

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

#### IV. Approval of Meeting Minutes

Ms. McPherson moved, and Mr. Sleasman seconded to approve the minutes of the November 18, 2025, Board Meeting. The motion was unanimously approved.

#### V. Executive Session Requested – to discuss details of security arrangements and emergency response protocols

Mr. Sleasman moved, and Ms. McPherson seconded to go into Executive Session. The motion was unanimously approved.

The Board was in Executive Session from 9:02 a.m. to 9:42 a.m.

Mr. Sleasman moved, and Ms. McPherson seconded to resume the meeting. The motion was unanimously approved.

## VI. Public Comments – Agenda and Non-Agenda Items

Members of the public addressed the Board regarding both agenda and non-agenda items. Public comments submitted through the webform will appear in their original form and have not been edited for grammar or content. GCRTA reserves the right not to publish any explicit language, derogatory remarks, or personal attacks against individuals.

### 1. Ron Jackson, Maple Heights (in-person)

Mr. Jackson stated that he was an avid paratransit writer, and highlighted recurring issues with paratransit pickup times being changed at the last minute, resulting in missed appointments and financial loss. Mr. Jackson expressed frustration over the lack of follow-up after lodging complaints and requested a remedy for his inconvenience.

### 2. Len (in-person)

The speaker stated that service reductions decrease independence – particularly for people with disabilities. The speaker also raised concerns about the sensory environment of certain vehicles and called for more sensory-friendly practices and vehicle inspections.

### 3. Teresa Reed (in-person)

Ms. Reed recounted multiple instances of delayed pickups and cancellations, particularly as a diabetic, and urged the Board to ensure timely and reliable paratransit service.

### 4. Kevin Hinkle (in-person)

Mr. Hinkle described a recent safety incident and urged stricter enforcement of policies to prevent passengers from blocking bus aisles.

### 5. Paul Meissner (in-person)

Mr. Meissner stated that transit agencies across the country have similar financial challenges as RTA and urged transparency and proactive communication regarding potential fare increases or service cuts.

### 6. Carren Woods -- Cleveland (in-person)

Ms. Woods thanked GCRTA for their service and stated that she appreciated the kindness paratransit staff showed her.

### 7. Airric Stewart (phone)

Mr. Stewart stated that he would like to know the answer to the following questions. Once the payment has been fully made on the new railcars, even if there's interest included, what will the full cost have been for putting in these new railcars? Is there going to be an additional cost separate from your regular payments to your employees to adjust the rails for the railcars?

Are you looking to get more buses and if so, at what cost and how many buses are you behind on payment for the current new buses that you have prior to April 15 of this year. Did you already know that you were going to have to make some adjustments because you were running behind in cost on your on your duties to your employees, meaning that you going to have to reduce some employees, reduce some services, and if you did know that, did you know that? It was going to be \$11 million as it was reported in the newspaper recently. And if you didn't know it was \$11 million that, you know, it was going to be any at all.

And if you're going to do some reductions and you already know what they are, could you state them today instead of dropping them on the public at the last minute. You need to raise fares. You need to go ahead and raise them now and get it out the way so the public can make the necessary adjustments for that.

8. Airric Stewart, Cleveland (webform)

Post this verbatim. Do you already know if the 50, 48, 15, 14, 40, and 19 bus routes are going to have reductions in service in the upcoming year? It is best to let the public know about this as soon as possible. There has still not been any questions answered on my last six (6) webforms and public comment phone calls. RTA has a responsibility to the socioeconomic well-being of the public through the implementation of public transit. RTA has failed at this responsibility by refusing to not implement the repeatedly suggested number 48A and 15A routes--timespan suggestions included. The public is owed a fair opportunity to receive the facts on these suggestions and make a thorough examination so that ridership can make a decision if they want these routes. Respect the accurate assessment of the facts. The imagery that is being used by this taxpayer-funded public agency's leadership to mislead the public is foul on multiple levels. Healthy efficiency should be RTA's highest priority in reference to the routes.

9. Benjamin Delfino, Mayfield Village (webform)

Of all of the options that RTA/NOAWCA had for the Health Line you choose the worst. Replace it with a Light Rail Line that begins at Van Aken (Blue Line) and ends at the Terminal Tower. From East 30th Street to Public Square run it underground.

10. Urvish Patel, Cleveland (webform)

My name is Urvish Patel, and I am writing to respectfully request that RTA continue its partnership with Cleveland State University (CSU) and not discontinue the student transit pass program. I am an international student at CSU, and owning a car is not financially possible for me. RTA buses and trains are my only reliable means of transportation, allowing me to commute daily between my home and the university for classes, research, and teaching responsibilities.

Beyond academics, I depend on RTA for essential daily needs, including grocery shopping especially to Indian grocery stores (in Parma), clothing, and other necessities. The Red Line is also my only affordable option to reach the airport. RTA is not just transportation for me; it is essential to my daily life.

The CSU student pass is truly life-changing. Regular fares cost about \$100 per month, while the CSU pass costs around \$60 for four months, saving me approximately \$340 per semester. This

amount covers groceries, phone bills, or a portion of my rent. I sincerely beg you to please continue this service, as it is essential for students like me to continue our education.

In response, CEO India Birdsong Terry clarified that the CSU student pass program remains active, following a reversal of an earlier decision by CSU to discontinue it. No service cuts were planned for 2025, and any potential changes would be communicated well in advance.

## VII. Board Governance Committee Report

An affidavit signed by Trustee Smith Whigham was read into the record.

## VIII. Operational Planning & Infrastructure Committee Report

No committee report

## IX. Organizational, Services & Performance Monitoring Committee Report

No committee report

## X. Audit, Safety Compliance and Real Estate Committee Report

Mayor Weiss stated that the Committee will have a follow-up meeting in January with the hope of approving the updated Audit Charter in February. He distributed a sheet that provides an opportunity for Board members to suggest topics for the 2026 audit plan.

## XI. External and Stakeholder Relations and Advocacy Committee Report

No committee report

## XII. Committee of the Whole

No committee report

## XIII. Civilian Oversight Committee (COC) Report

No committee report

## XIV. Community Advisory Committee (CAC)

The CAC Rules Committee will meet Thursday, November 20, at 9:00.

## XV. Ad Hoc Committee Reports

- a. Ad-Hoc Compensation Committee
- b. Ad-Hoc Nominating Committee

No committee report

XVI. Introduction of New Employees/Promotions

Ms. Marshall, Senior Manager, Talent Acquisition provided an update on new hires and promotions for December. She noted that this month's additions are considered essential and are primarily in operations, including a group of new bus operators. Ms. Marshall welcomed the new employees, emphasizing their role in ensuring safety and reliability for riders.

XVII. Introduction of Resolutions

A. 2025-111 – REAPPOINTMENT OF EIGHT MEMBERS TO THE COMMUNITY ADVISORY COMMITTEE (CAC)

Floun'say Caver, Chief Operating Officer, stated that the size of the committee may have a number of individuals between 11 and 15. With the reappointment of eight (8) members, the total of members of the Committee would be 11.

Dr. Caver also noted that the Board has the responsibility to develop a selection process and may add up to four (4) members at its will.

Ms. McPherson moved to adopt the resolution; seconded by Ms. Smith Whigham. The motion was approved unanimously.

B. 2025-112 – AUTHORIZING CONTRACT NO. 2025-100 WITH KNOX KERSHAW, INC. FOR THE PROCUREMENT OF A BALLAST REGULATOR IN AN AMOUNT NOT TO EXCEED \$566,558.00 (RTA DEVELOPMENT FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

Mr. Sleasman moved to adopt the resolution; seconded by Mr. Love. The motion was approved unanimously.

C. 2025-113 – AUTHORIZING CONTRACT NO. 2025-128 WITH COOK PAVING & CONSTRUCTION CO., INC. FOR LIGHT RAIL RETAINING WALL REPAIRS – PHASE III IN AN AMOUNT NOT TO EXCEED \$1,360,138.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

Mr. Sleasman moved to adopt the resolution; seconded by Ms. McPherson. The motion was approved with one abstention by Mayor Weiss.

D. 2025-114 – AUTHORIZING CONTRACT NO. 2025-132 WITH SLE TECHNOLOGIES, INC. FOR PARATRANSIT VEHICLE LIFT REPLACEMENT – PHASE I IN AN AMOUNT NOT TO EXCEED \$612,814.42 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

Mr. Sleasman moved to adopt the resolution; seconded by Ms. McPherson. The motion was approved unanimously.

E. 2025-115 – AUTHORIZING CONTRACT NO. 2025-156 WITH ORACLE AMERICA, INC. TO PROVIDE ORACLE EBS SOFTWARE LICENSES, MAINTENANCE & SUPPORT SERVICES FOR A PERIOD OF ONE YEAR IN AN AMOUNT NOT TO EXCEED \$756,632.95 (GENERAL FUND, MANAGEMENT INFORMATION SERVICES DEPARTMENT BUDGET)

Mayor Weiss moved to adopt the resolution; seconded by Ms. Pacetti. The motion was approved unanimously.

F. 2025-116 – AUTHORIZING CONTRACT NO. 2025-157 WITH TRAPEZE SOFTWARE GROUP, INC. TO PROVIDE ADDITIONAL LICENSES FOR ITS TRAPEZE PARATRANSIT SOFTWARE IN AN AMOUNT NOT TO EXCEED \$395,500.00 (GENERAL FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)

Ms. Pacetti moved to adopt the resolution; seconded by Mr. Sleasman. The motion was approved unanimously.

G. 2025-117 – AUTHORIZING THE PURCHASE OF PROPERTY INSURANCE FROM LIBERTY MUTUAL AND EVANSTON INSURANCE COMPANY, THROUGH AON RISK SERVICES NORTHEAST, INC., FOR A PERIOD OF TWELVE (12) MONTHS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,453,938.00 (GENERAL FUND, RISK MANAGEMENT DEPARTMENT BUDGET)

Mayor Weiss moved to adopt the resolution; seconded by Mr. Sleasman. The motion was approved unanimously.

H. 2025-118 – AMENDING ARTICLE VII OF THE BYLAWS AND SECTIONS 220.03 AND 642.01 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND REPEALING SECTION 620.04 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

Mr. Sleasman moved to adopt the resolution; seconded by Ms. McPherson. The motion was approved unanimously.

I. 2025-119 – AMENDING CHAPTERS 460 AND 842 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

Rajan Gautam, Deputy General Manager, Finance, reminded the Board that the proposed provisions in Chapter 460 relate to the 15-day floor, the Budget Stabilization Fund and the creation of the TOD Reserve Fund. The changes previously proposed to the operating ratio have not been made and the language remains the same.

Mr. Sleasman moved to adopt the resolution; seconded by Ms. Pacetti. The motion was approved unanimously.

J. 2025-120 – AMENDING SECTION 1013.04 AND CHAPTER 1086 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

Mayor Gallo moved to adopt the resolution; seconded by Ms. Smith Whigham. The motion was approved unanimously.

K. 2025-121 – APPROVAL OF THE AUTHORITY'S 2026 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN ("PTASP")

CEO Terry noted the work that has gone into the PTASP, which codifies the work that goes into maintaining the safety of the system.

Mayor Koomar moved to adopt the resolution; seconded by Mayor Gallo. The motion was approved unanimously.

L. 2025-122 – MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING FISCAL YEAR 2026

Mayor Weiss moved to adopt the resolution; seconded by Mayor Gallo. The motion was approved unanimously.

Secretary-Treasurer's Report

Rajan Gautam, Deputy General Manager of Finance and Secretary-Treasurer, presented the Secretary-Treasurer's report.

Consumer sentiment has been consistent during recent months. Year-to-date ridership was 1.3% lower than 2024 levels and 23.8% below 2019 pre-COVID levels, with fare revenue reflecting similar trends. Large receipts are 2.9% below 2024 levels and 25% below 2019. November 2025 receipts were 3.4% lower when compared to the previous year. Year to date, we had 3.6% higher when compared to last year. Ridership for 2025 is 22.6 million compared to 22.9 million in 2024, but below 29.6 million in 2019.

Moving to the 2025 budget, Mr. Gautam stated that staff budgeted a transfer of \$50.5 million from the Revenue Stabilization Fund to support operations. To date, \$45 million has been transferred. Staff will monitor whether the entire budgeted amount will be utilized by year end.

Long-term debt remained steady at \$13.9 million and an \$8 million principle payment was made in early December. Investment yields averaged just over 4%. Total cash and investments were \$347.6 million, of which \$316.1 million is in restricted funds. The unrestricted or General Fund cash and investments amount is \$31.5 million. Mr. Gautam noted that long-term debt has decreased dramatically since a high of nearly \$170 million in 2012. If no new debt is issued, GCRTA will be debt-free by the end of 2030.

Mayor Koomar noted that ridership has decreased slightly from 2024 to 2025. Mr. Gautam stated that ridership has been relatively stable, but increased year-to-year following the pandemic. Staff will continue monitoring that to determine whether this is a trend to be concerned about.

XVIII. General Manager, CEO Report

India L. Birdsong Terry, General Manager and CEO, began the report by acknowledging recent fatalities on the transit system, emphasizing the agency's commitment to safety and the swift response of transit police. Staff worked with local authorities to ensure that both perpetrators were captured and apprehended within an hour or less of both incidents. She assured that staff does everything it can to monitor the system and be there when needed.

Moving to the next subject of the report, CEO Terry stated that GCRTA was awarded over \$4 million through the Ohio Department of Transportation in a partnership that focuses on low or no-emission vehicles and training. Discussions are ongoing regarding efforts to modernize the vehicle fleet with CNG, diesel, and hybrid vehicles.

CEO Terry stated that she represented the Authority during a "Fireside Chat" at In Council With Women, the Plexus Young Professionals Dinner, the American Public Transit Association and the Ohio Public Transportation Association, which is an advocacy organization that recognized GCRTA for its 50th anniversary.

The importance of the Employee Assistance Program was highlighted, which is provided by Moore Counseling, in supporting staff through personal and professional challenges.

CEO Terry is in the midst of conducting holiday district visits with a mini state of the agency for employees.

CEO Terry welcomed new Board member Ms. Smith Whigham and congratulated Mayor Weiss for his re-election to the Board.

A moment was taken to honor the late Gizella Gregoire, former legal secretary and office manager, for her decades of dedicated service to RTA.

XIX. President's Report

Mayor Koomar reiterated the importance of timely feedback for the 2026 risk-based internal audit plan and encouraged board members to submit their suggestions promptly.

XX. Old Business

No items.

XXI. New Business

No items.

XXII. Upcoming Meetings

The next regular Board meeting is scheduled for Tuesday, January 20, 2026.

XXIII. Adjournment

There being no further business, a motion to adjourn the meeting was made by Mayor Koomar and seconded by Ms. Pacetti; the motion was approved by unanimous vote. The meeting was adjourned at 10:47 a.m.

Attest: \_\_\_\_\_

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Secretary-Treasurer

President



To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

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

Date: January 15, 2026

Subject: January Resolutions – Information Regarding Committee Presentations

At the January 20, 2026 meeting of the Board of Trustees, the Authority will seek approval of the twelve (12) resolutions listed below. For at least the past five (5) years, our practice has generally been to prepare a committee presentation when the total dollar request exceeds \$500,000.00 or if the resolution could be a matter of significance to the Board of Trustees.

This month, staff presented eight (8) of the twelve (12) resolutions that are scheduled for approval. The four (4) resolutions which were not presented before Committee were for expressing congratulations to retirees, pest control services, recurring mobile data services and the repair of broken rail at Main Avenue. A summary is listed below:

Title	Amount	Presentation
Expressing Congratulations to the Employees of the GCRTA Who Retired During the Fourth Quarter of 2026	NA	N
Pest Control Services	\$566,558.00	N
Shaker Heights Landscape Maintenance and Parking Lot Snow Removal for Two Years (2026-2027)	\$561,043.21	Y
Non-Rail and HealthLine Landscaping	\$1,344,550.96	Y
Mobile Data Services	\$300,000.00	N
Central Rail Maintenance Facility Transfer Table at Track 3 Reconstruction	\$1,093,055.00	Y
Central Rail Maintenance Facility Modifications	\$9,505,365.00	Y
Increase to Contract No. 2025-007 for Project 24X – East 79 <sup>th</sup> St. Green and Blue Line Station Reconstruction	\$67,550.00	Y
Red Line Station Platform Modification	\$11,111,000.00	Y
Repair of Main Avenue Broken Rail	\$424,924.00	N
Consulting Services to Update the Authority's Existing Strategic Plan	\$465,000.00	Y
Approving the 2026 Title VI Program Update for Submission to the Federal Transit Administration	NA	Y

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

IBT/SB



Greater Cleveland  
Regional Transit Authority

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: Janet E. Burney  
General Counsel, Deputy General Manager – Legal Affairs

Date: January 15, 2026

Subject: Resolution Template Change – DBE Clause

For purposes of transparency and advisement, this Memo is sent to acknowledge that, starting this month, there is a change to the Resolution template. As a result of the USDOT Interim Final Rule, published in the Federal Register and made effective October 3, 2025, which suspended DBE goal-setting, the Resolution template will no longer request that the vendor meet or exceed the DBE goal. Until the DBE goal-setting resumes, that statement will be omitted from the Resolution template.

Please contact me or Anna Hlavacs at (216) 356-3095 if you have any questions or require additional information prior to Tuesday's meeting.

IBT/ah

A blue ink signature of Anna Hlavacs, which appears to read "AH" and "elbat" below it.

EXPRESSING CONGRATULATIONS TO THE EMPLOYEES OF THE  
GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY WHO RETIRED  
DURING THE FOURTH QUARTER OF 2025

WHEREAS, the following employees retired from the Greater Cleveland Regional Transit Authority during the fourth quarter of 2025 after numerous years of dedicated public service:

<u>Name</u>	<u>Title</u>	<u>Work Location</u>
Perry Osbey	Service Quality Supervisor II	Main Office
Belinda James	Service Quality Supervisor, Rail	Main Office
Curtis L Prince	Service Quality Supervisor, Rail	Main Office
Dawn M. Tarka	Associate Counsel II	Main Office
Clark P. Smith III	Superintendent – Construction	Main Office
Jimmie Sanders	Paratransit Operator	Paratransit
Robert L. McGraw	Paratransit Reservations Operator	Paratransit
Daniel Ervin Jr.	Bus Operator	Hayden
Thomas J. Prince Jr.	Bus Operator	Hayden
Rhonda D. Chesney	Bus Operator	Hayden
Harold E. Rose	Bus Operator	Hayden
Gerald L. Ware	Bus Operator	Hayden
Rodney T. Henderson	Bus Operator	Hayden
Bernadine L. Holston	Bus Operator	Triskett
Evelyn Lee	Bus Operator	Triskett
Jeffrey M. Lyons	Supervisor – Power & Way	Central Svc Bldg.
Lawrence J. Straub	Supervisor – Stores	Central Bus Maint.
Reynold T. Knapik	Supervisor – Electronic Repair	Central Bus Maint.

WHEREAS, these retirees faithfully gave of their skills, time and talents to provide high quality public transportation to the community; and

WHEREAS, these retirees did much to contribute to the quality of life in Greater Cleveland by providing much-needed public transit service and protecting our valuable environment; and

WHEREAS, the retirees' outstanding diligence in the performance of their jobs was of immeasurable value to both riders and residents of Cuyahoga County; and

WHEREAS, these retirees represent hundreds of years of invaluable public transit experience, and they will be missed.

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

Section 1. That the sincere congratulations and gratitude of the Board of Trustees is hereby extended to each of the above-named employees on the occasion of their retirement from the Greater Cleveland Regional Transit Authority.

Section 2. That the members of the Board of Trustees offer their best wishes to the retirees for continued success and happiness, which they so richly deserve.

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

Adopted: January 20, 2026

President

Attest: \_\_\_\_\_

Secretary-Treasurer

<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: PEST CONTROL SERVICES</b>	<b>Resolution No.:</b> 2026-2
<b>VENDOR:</b> EXPERT OF CANTON DBA COMPLETE PEST SOLUTIONS	<b>Date:</b> January 15, 2026
<b>AMOUNT:</b> NOT TO EXCEED \$205,200.00 FOR THE BASE THREE-YEAR PERIOD AND AMOUNTS NOT TO EXCEED \$68,400.00 FOR EACH OF TWO OPTION YEARS, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$342,000.00 FOR FIVE YEARS	<b>Initiator:</b> Central Facilities Maintenance Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract to provide pest control services for the Authority's buildings, rapid stations, buses, and railcars for a three-year period with two, one-year renewal options.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority contracts for pest control services for all building, rapid stations, buses, and railcars on a regular and as-needed basis. The vendor must be certified by the State of Ohio to perform the necessary tasks.
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposal was posted on the Authority's Procurement Department website and advertised in local newspapers. Three (3) interested parties downloaded the solicitation package. Two (2) proposals were received on August 19, 2025. After evaluation by a panel of Authority employees, in accordance with established Procurement Department policies and procedures and after negotiations, the proposal from Expert of Canton DBA Complete Pest Control Solutions was determined to be in the best interest of the Authority.
- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This procurement shall be payable through the General Fund, Central Facilities Maintenance Department budget, in an amount not to exceed \$205,200.00 for the base three-year period, and in amounts not to exceed \$68,400.00 for each of two option years, for a total contract amount not to exceed \$342,000.00 for five years.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer will result in an inability to maintain and continue the pest control program, creating a health risk for passengers and employees.
- 8.0 **RECOMMENDATION:** It is recommended that the offer from Expert of Canton DBA Complete Pest Solutions be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.

9.0 ATTACHMENTS: None

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



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General Manager, Chief Executive Officer

RESOLUTION NO. 2026-2

AUTHORIZING CONTRACT NO. 2025-109 WITH EXPERT OF CANTON DBA COMPLETE PEST SOLUTIONS FOR PEST CONTROL SERVICES IN AN AMOUNT NOT TO EXCEED \$205,200.00 FOR THE BASE THREE-YEAR PERIOD AND IN AMOUNTS NOT TO EXCEED \$68,400.00 FOR EACH OF TWO OPTION YEARS, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$342,000.00 FOR FIVE YEARS (GENERAL FUND, CENTRAL FACILITIES MAINTENANCE DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") requires pest control services for its buildings, rapid stations, buses, and railcars; and

WHEREAS, the proposal from Expert of Canton DBA Complete Pest Solutions, with an office located at 43 Roche Way, Youngstown, Ohio 44512, to perform pest control services for a period of three years with two, one-year options, was received on August 19, 2025; and

WHEREAS, after negotiations, Expert of Canton DBA Complete Pest Solutions has offered to provide the services in an amount not to exceed \$205,200.00 for the base three-year period, and in amounts not to exceed \$68,400.00 for each of two option years, for a total contract amount not to exceed \$342,000.00 for five years; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer from Expert of Canton DBA Complete Pest Solutions to be in the best interest of the Authority, price and other factors considered, and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer from Expert of Canton DBA Complete Pest Solutions to provide pest control services for the three-year base period, with two, one-year options be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Expert of Canton DBA Complete Pest Solutions to provide pest control services for a three-year base period, with the authority to exercise the two, one-year options.

Section 3. That said contract shall be payable from the General Fund, Central Facilities Maintenance Department budget, in an amount not to exceed \$205,200.00 for the three-year base period, and in amounts not to exceed \$68,400.00 for each of the two option years, for a total contract amount not to exceed \$342,000.00 for five years.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor with the specifications and addenda, if any; 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: \_\_\_\_\_  
\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
\_\_\_\_\_  
Secretary-Treasurer



To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

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

Date: January 15, 2026

Subject: Shaker Heights Maintenance Agreement - Landscape Maintenance and Parking  
Lot Snow Removal for Two Years

At the January 6, 2026 meeting of the Organizational, Services & Performance Monitoring Committee, staff presented the proposed two-year renewal of the agreement with the City of Shaker Heights for landscape maintenance and snow removal along the Blue and Green Lines. By virtue of the Mass Transit System Transfer Agreement of 1975 and a series of subsequent agreements, this maintenance agreement is required.

In addition to the annual maintenance agreement, the presentation to the Board also referred to additional services for the one-time planting of replacement landscaping which will occur in conjunction with Project 18.82 A, B & C - Light Rail Shelter Replacement Project which was previously approved by the Board in Resolutions 2025-003, 2025-004, and 2025-005. This one-time planting, which is estimated at a not-to-exceed amount of \$33,604.90, will be paid to Shaker Heights with federal dollars from the Light Rail Shelter Replacement Project.

The resolution for renewal of the Shaker Heights Maintenance Agreement requests authorization for payments not-to-exceed \$277,915.81 and \$283,127.40 for calendar years 2026 and 2027, respectively.

Please contact me or Anna Hlavacs at (216) 356-3095 if you have any questions or require additional information prior to Tuesday's meeting.

IBT/ah



TITLE/DESCRIPTION:		Resolution No.: 2026-3
CONTRACT: LANDSCAPE MAINTENANCE AND PARKING LOT SNOW REMOVAL FOR TWO YEARS (2026-2027)		Date: January 15, 2026
VENDOR: CITY OF SHAKER HEIGHTS		Initiator: Programming & Planning
AMOUNT: 2026: NOT TO EXCEED \$277,915.81 2027: NOT TO EXCEED \$283,127.40		
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: To renew an existing agreement with the City of Shaker Heights ("City") to perform landscape maintenance on the Greater Cleveland Regional Transit Authority's ("Authority") right-of-way along the Blue and Green Lines and to remove snow from the Authority's rail station parking lots within the City ("Agreement").
- 2.0 DESCRIPTION/JUSTIFICATION: In 1975, the Authority and the City entered into a Mass Transit System Transfer Agreement by which the Authority acquired the Shaker Heights Rapid Transit System, including the rights-of-way. In a series of subsequent agreements, the City agreed to perform landscape maintenance and snow removal services, and the Authority agreed to compensate the City for its labor and material costs pursuant to a fixed schedule of services.
- 3.0 PROCUREMENT BACKGROUND: Ohio Revised Code Section 306.43(H)(4) permits a regional transit authority to enter into agreements for goods and services with another political subdivision of the State of Ohio without competitive procedures. The initial agreement was entered into on November 23, 1982 and has been amended periodically to specify the parties' respective responsibilities. The most recent agreement was for the period January 1, 2025 through December 31, 2025.

The parties have negotiated a two-year agreement for landscape and snow removal services in the amount of \$277,915.81 for calendar year 2026 and in the amount of \$283,127.40 for calendar year 2027. These amounts will be billed to the Authority in twelve equal monthly installments during each year of the Agreement.

The total compensation under this agreement is as follows:

PERIOD/TERM	TOTAL NOT TO EXCEED AMOUNT
Jan. 1, 2026 – Dec. 31, 2026	\$277,915.81
Jan. 1, 2027 – Dec. 31, 2027	\$283,127.40

- 4.0 DBE BACKGROUND: The Office of Business Development does not establish DBE participation goals on governmental contracts or interagency agreements.
- 5.0 POLICY IMPACT: This action is consistent with the requirements of the Mass Transit System Transfer Agreement between the Authority and the City.

Staff Summary & Comments

Agreement with City of Shaker Hts. for Landscape Maintenance for the years 2026 and 2027

Page 2

- 6.0 ECONOMIC IMPACT: The services under this agreement will be funded through the General Fund, Programming & Planning Department budget, in an amount not to exceed \$277,915.81 for 2026 and in an amount not to exceed \$283,127.40 for 2027.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this agreement would result in a breach of the Mass Transit System Transfer Agreement.
- 8.0 RECOMMENDATION: This matter was discussed at the January 6, 2026 Organizational, Services and Performance Monitoring Committee meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENTS: None

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



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Linda E. B. Johnson  
General Manager, Chief Executive Officer

RESOLUTION NO. 2026-3

AUTHORIZING A RENEWAL AGREEMENT WITH THE CITY OF SHAKER HEIGHTS FOR LANDSCAPE MAINTENANCE AND PARKING LOT SNOW REMOVAL FOR A PERIOD OF TWO (2) YEARS BEGINNING JANUARY 1, 2026 IN AN AMOUNT NOT TO EXCEED \$277,915.81 FOR 2026 AND \$283,127.40 FOR 2027 (GENERAL FUND, PROGRAMMING & PLANNING DEPARTMENT BUDGET)

WHEREAS, R.C. 306.43(H)(4) permits a regional transit authority to enter into agreements for goods or services with another political subdivision without competitive procedures; and

WHEREAS, the City of Shaker Heights ("City") and the Greater Cleveland Regional Transit Authority ("Authority") entered into the Mass Transit System Transfer Agreement on September 5, 1975; and

WHEREAS, by virtue of the Mass Transit System Transfer Agreement of 1975 and a series of subsequent agreements (collectively, the "Agreement"), the City and Authority agreed that the City will perform maintenance of grounds adjoining rail rights-of-way and remove snow from the Authority's parking lots at rail stations within the City, and that the Authority shall reimburse the City for the cost thereof; and

WHEREAS, pursuant to its requirements under the Agreement, the Authority has agreed to reimburse the City for maintenance of grounds and snow removal for a period of two (2) years, from January 1, 2026 through December 31, 2026, for a total amount not to exceed \$277,915.81 and from January 1, 2027 through December 31, 2027 for a total amount not to exceed \$283,127.40.

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, CEO be and she is hereby authorized to renew an agreement with the City for the maintenance of grounds adjoining the rail rights-of-way, including snow removal from the Authority's parking lots within the City for a period of two (2) years commencing January 1, 2026 and ending December 31, 2027.

Section 2. The services under this agreement will be funded through the General Fund, Programming & Planning Department budget, in an amount not to exceed \$277,915.81 for 2026 and in an amount not to exceed \$283,127.40 for 2027.

Section 3. That said agreement shall be binding upon and an obligation of the Authority contingent upon appropriation of funds and upon compliance by the City with the terms and conditions of the agreement, bonding and insurance requirements, and all applicable laws relating to contractual obligations of the Authority.

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

Adopted: January 20, 2026

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President

Attest: \_\_\_\_\_  
Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: NON-RAIL AND HEALTHLINE LANDSCAPING SERVICES</b>	<b>Resolution No.:</b> 2026-4
<b>VENDOR:</b> ESK LANDSCAPING LLC	<b>Date:</b> January 15, 2026
<b>AMOUNT:</b> NOT TO EXCEED \$791,636.40 FOR A THREE-YEAR PERIOD AND IN AMOUNTS NOT TO EXCEED \$272,654.76 AND \$280,259.80 FOR EACH OF THE TWO OPTION YEARS, RESPECTIVELY, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,344,550.96	<b>Initiator:</b> Central Facilities Maintenance Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract to provide Non-Rail and HealthLine Landscaping Services for a period of three years with two, one-year options.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Landscaping is an integral aspect of maintaining the public image of the Authority, and it is required for compliance with laws and regulations. The Authority does not have the equipment or expertise to properly maintain the Non-Rail and HealthLine landscaping sites. Therefore, a landscaping contractor is necessary to maintain the high standards established by all key stakeholders. The Non-Rail and HealthLine landscaping sites require: weekly turf and bed maintenance; spring and fall cleanups; mulching; tree, bush, and shrub pruning; weed control; and bio-retention basin maintenance. The HealthLine landscaping sites additionally require semi-annual flower planting with watering, as needed, and winter plant protection.
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (RFP) was posted on the Procurement Department website and advertised in the local newspapers. Two (2) proposals were received on November 10, 2025 in response to this solicitation. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of ESK Landscaping LLC to provide Non-Rail and HealthLine Landscaping Services in an amount not to exceed \$791,636.40 for three years and in amounts not to exceed \$272,654.76 and \$280,259.80 for each of the two option years, respectively, for a total contract amount not to exceed \$1,344,550.96 was selected as the most advantageous to the Authority.  
  
A cost analysis was performed, and the Procurement Department has determined the negotiated price to be fair and reasonable to the Authority. This amount is 10.96% below the independent cost estimate.
- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This contract will be funded through the General Fund, Central Facilities Maintenance Department budget, in an amount not to exceed \$791,636.40 for three years and in amounts not to exceed \$272,654.76 and \$280,259.80 for each of the two option years, respectively, for a total contract amount not to exceed \$1,344,550.96.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would delay or prevent landscaping services at numerous Authority properties, resulting in deteriorated site conditions, negative public perception, and potential fines for failure to properly maintain Authority property.
- 8.0 **RECOMMENDATION:** This procurement was discussed at the January 6, 2026 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the negotiated offer from ESK Landscaping LLC be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 **ATTACHMENTS:** None

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2026-4

AUTHORIZING CONTRACT NO. 2025-130 WITH ESK LANDSCAPING LLC TO PROVIDE NON-RAIL AND HEALTHLINE LANDSCAPING SERVICES FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$791,636.40 AND IN AMOUNTS NOT TO EXCEED \$272,654.76 AND \$280,259.80 FOR EACH OF THE TWO OPTION YEARS, RESPECTIVELY, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,344,550.96 (GENERAL FUND, CENTRAL FACILITIES MAINTENANCE DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") requires professional landscaping services to maintain its Non-Rail and HealthLine properties; and

WHEREAS, the proposal of ESK Landscaping LLC, with an office at 9000 Bank Street, Valley View, OH 44124, to perform Non-Rail and HealthLine Landscaping Services for a period of three-years with two, one-year options was received on November 10, 2025; and

WHEREAS, after negotiations, ESK Landscaping LLC has offered to provide Non-Rail and HealthLine Landscaping Services in an amount not to exceed \$791,636.40 for a three year period and in amounts not to exceed \$272,654.76 and \$280,259.80 for each of the two option years, respectively, for a total contract amount not to exceed \$1,344,550.96; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of ESK Landscaping LLC to be in the best interest of the Authority, price and other factors considered, and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer from ESK Landscaping LLC, as negotiated, to provide Non-Rail and HealthLine Landscaping Services for a three-year period with two, one-year options be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with ESK Landscaping LLC to provide Non-Rail and HealthLine Landscaping Services for a three-year period, with the authority to exercise two, one-year options.

Section 3. That this contract will be funded through the General Fund, Central Facilities Maintenance Department budget, in an amount not to exceed \$791,636.40 for a three year period and in amounts not to exceed \$272,654.76 and \$280,259.80 for each of the two option years, respectively, for a total contract amount not to exceed \$1,344,550.96.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor with the specifications and addenda, if any; 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: \_\_\_\_\_, 2026

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: MOBILE DATA SERVICES</b>	<b>Resolution No.:</b> <b>2026-5</b>
<b>VENDOR:</b> AT&T CORP ON BEHALF OF AT&T NATIONAL MOBILITY ACCOUNTS, LLC	<b>Date:</b> <b>January 15, 2026</b>
<b>AMOUNT:</b> NTE \$300,000.00 FOR A PERIOD OF ONE YEAR	<b>Initiator:</b> Information Technology
<b>ACTION REQUEST:</b>	
<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will allow the Greater Cleveland Regional Transit Authority (“Authority”) to enter into a contract for mobile data services (commercial and FirstNet cellular services) for onboard connectivity through the Ohio Department of Administrative Services, Cooperative Purchasing Program (“Cooperative Purchasing Program”).
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority provides bus, rail and paratransit service in the Greater Cleveland area. In order to provide safe and efficient service, the Authority maintains real-time, 24/7 communication with the vehicle operators and systems installed on each vehicle. These systems include fare collection equipment, operator consoles, mobile data terminals, mobile digital video recorders, automatic vehicle locating, vehicle telematics, and passenger information and infotainment systems. Additionally, the Authority’s Service Quality Department manages all services while in operation. Supervisors communicate 24/7 with field supervisors, operators and other employees through radio communication and our Computer Aided Dispatch/Automated Vehicle Location software, which requires reliable mobile connectivity to the vehicles.
- 3.0 **PROCUREMENT BACKGROUND:** In Chapter 410 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority (“Code Book”), the Board of Trustees has authorized the General Manager, Chief Executive Officer to utilize the Cooperative Purchasing Program.

The Cooperative Purchasing Program includes a contract with AT&T Corp on behalf of AT&T National Mobility Accounts, LLC under State Term Contract No. MSA0022-1. Said contract will allow the Authority to obtain the needed services, as required, for a total amount not to exceed \$300,000.00 for a period of one year. The price established is the result of a competitive solicitation process and is offered to qualifying government entities. This price is within the budgeted amount for this procurement.

A cost analysis has been performed, and the Procurement Department has determined that the pricing provided by AT&T Corp on behalf of AT&T National Mobility Accounts, LLC is fair and reasonable for the Authority.

- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: This procurement shall be payable through the General Fund, Information Technology Department budget, in an amount not to exceed \$300,000.00 for a period of one year.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will prevent the Authority from real-time communication and location of vehicles.
- 8.0 RECOMMENDATION: It is recommended that the offer of AT&T Corp on behalf of AT&T Mobility National Accounts, LLC be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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

  
\_\_\_\_\_  
General Manager, Chief Executive Officer

RESOLUTION NO. 2026-5

AUTHORIZING CONTRACT NO. 2026-001 WITH AT&T CORP ON BEHALF OF AT&T NATIONAL MOBILITY ACCOUNTS, LLC TO PROVIDE MOBILE DATA SERVICES THROUGH THE STATE OF OHIO'S DEPARTMENT OF ADMINISTRATIVE SERVICES, COOPERATIVE PURCHASING PROGRAM, IN AN AMOUNT NOT EXCEED \$300,000.00 FOR A PERIOD OF ONE YEAR (GENERAL FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has a need for mobile data services for operations in accordance with the state and local regulations; and

WHEREAS, such services are available from AT&T National Mobility Accounts, LLC, located at 1025 Lenox Park Blvd NE, Atlanta, GA 30319-5309, through the Ohio Department of Administrative Services, Cooperative Purchasing Program ("Cooperative Purchasing Program"); and

WHEREAS, the Cooperative Purchasing Program provides political subdivisions within the State of Ohio the opportunity to participate in contracts executed by the State of Ohio, Department of Administrative Services, Office of State Purchasing, for the purchase of supplies, services, equipment, and certain materials; and

WHEREAS, Section 306.43(H)(4) of the Ohio Revised Code permits a regional transit authority to participate in said program; and

WHEREAS, the Board of Trustees authorized utilization of the Cooperative Purchasing Program in Resolution No. 2017-102, as set forth in Chapter 410 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority ("Code Book"); and

WHEREAS, the General Manager, Chief Executive Officer has deemed it to be in the best interest of the Authority to utilize the Cooperative Purchasing Program for obtaining mobile data services from AT&T Corp on behalf of AT&T National Mobility Accounts, LLC for a period of one year, 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 AT&T Corp on behalf of AT&T National Mobility Accounts, LLC, through the Cooperative Purchasing Program, to provide mobile data services for a period of one year, 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 AT&T Corp on behalf of AT&T National Mobility Accounts, LLC to provide mobile data services.

Section 3. That said contract will be funded through the General Fund, Information Technology Department budget, in an amount not to exceed \$300,000.00 for a period of one year.

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

Adopted: \_\_\_\_\_

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: CENTRAL RAIL MAINTENANCE FACILITY TRANSFER TABLE AT TRACK 3 RECONSTRUCTION</b>	<b>Resolution No.:</b> <b>2026-6</b>
<b>VENDOR:</b> DELTA RAILROAD CONSTRUCTION, INC.	<b>Date:</b> <b>January 15, 2026</b>
<b>AMOUNT:</b> \$1,093,055.00	<b>Initiator:</b> Engineering & Project Development Department

**ACTION REQUEST:**

Approval    Review/Comment    Information Only    Other \_\_\_\_\_

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for Project 52Y(a) – Central Rail Maintenance Facility ("CRMF") Transfer Table at Track 3 Reconstruction.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project consists of the removal and replacement of the two Track 3 rails and four Transfer Table rails where they intersect within the Central Rail Maintenance Facility ("CRMF"). The primary goal is to change the orientation of the rails so the Transfer Table rails take precedence as the continuous rail while the Track 3 rails become the butt rails.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid ("IFB") was posted on the Authority's Procurement Department website and advertised in the local newspapers. Seven (7) interested parties, including potential subcontractors, downloaded the solicitation. Two (2) bids were received and opened on December 4, 2025, as follows:

Company Name	Total Base Bid
Delta Railroad Construction, Inc.	\$1,093,055.00
Suburban Maintenance and Construction Co., Inc.	\$1,433,000.00

The bid from Delta Railroad Construction, Inc. ("Delta") has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

A cost analysis has been performed, and the Procurement Department has determined the price to be fair and reasonable to the Authority. The total base bid is approximately 29.74% below the engineer's estimate.

- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 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 Local Funds in an amount not to exceed \$1,093,055.00.

- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would prevent the Transfer Table from efficiently servicing Track 3 in the CRMF.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the January 6, 2026 Operational Planning & Infrastructure Committee meeting. It is recommended that the bid from Delta be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2026-6

AUTHORIZING CONTRACT NO. 2025-143 WITH DELTA RAILROAD CONSTRUCTION, INC. FOR CENTRAL RAIL MAINTENANCE FACILITY TRANSFER TABLE AT TRACK 3 RECONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$1,093,055.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deems it necessary to reconstruct the Central Rail Maintenance Facility ("CRMF") Transfer Table at Track 3; and

WHEREAS, the bid from Delta Railroad Construction, Inc. ("Delta"), located at 2648 West Prospect Road, Ashtabula, Ohio 44004, for Project 52Y(a) – Central Rail Maintenance Facility ("CRMF") Transfer Table at Track 3 Reconstruction was received on December 4, 2025; and

WHEREAS, Delta has agreed to perform the required services in an amount not to exceed \$1,093,055.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid from Delta 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 from Delta for Project 52Y(a) – Central Rail Maintenance Facility ("CRMF") Transfer Table at Track 3 Reconstruction 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 Delta for Project 52Y(a) – Central Rail Maintenance Facility ("CRMF") Transfer Table at Track 3 Reconstruction.

Section 3. That said contract shall be funded through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Local Funds in an amount not to exceed \$1,093,055.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor with the specifications and addenda, if any; the 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: \_\_\_\_\_

President

Attest: \_\_\_\_\_

Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: CENTRAL RAIL MAINTENANCE FACILITY MODIFICATIONS</b>		<b>Resolution No.:</b> <b>2026-7</b>
<b>VENDOR:</b> STANDARD CONTRACTING & ENGINEERING, INC		<b>Date:</b> <b>January 15, 2026</b>
<b>AMOUNT:</b> \$9,505,365.00		<b>Initiator:</b> Engineering & Project Development Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____		

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for Project 66D – CRMF Modifications.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project is to renovate the Central Rail Maintenance Facility ("CRMF") in order to maintain the new railcar fleet. The work in this project includes, but is not limited to: new steel mezzanines; new overhead cranes; catenary and other electrical modifications; modifications to the high bay area fire suppression; ductwork and hydronic lines; as well as a hydraulic brake repair room.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid ("IFB") was posted on the Authority's website and advertised in the local newspapers. Fifteen (15) interested parties, including potential subcontractors, downloaded the solicitation. Six (6) bids were received and opened on December 19, 2025, as follows:

Company Name	Total Base Bid
Standard Contracting & Engineering, Inc.	\$9,505,365.00
SONA Construction, LLC	\$9,915,000.00
Perk Company, Inc.	\$11,684,000.00
Carpenters For Hire II, Inc.	\$12,851,239.00
Schirmer Construction LLC	\$13,818,000.00
The Ruhlin Company	\$13,932,836.00

The bid from Standard Contracting & Engineering, Inc. ("Standard") has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

A cost analysis has been performed, and the Procurement Department has determined the price to be fair and reasonable to the Authority. The total base bid is approximately 4.18% below the engineer's estimate.

- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.

- 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 Grants OH-2023-042-307, OH-2023-042-337, OH-2024-011-307, OH-2024-011-337, and local advance funds pending the revision of OH-2023-042-307, in an amount not to exceed \$9,505,365.00 (\$7,604,292.00 in federal funds which represents 80% of the total cost).
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would prevent the Authority from completing maintenance tasks on the pending new railcar fleet.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the January 6, 2026 Operational Planning & Infrastructure Committee meeting. It is recommended that the bid from Standard be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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

  
General Manager, Chief Executive Officer

RESOLUTION NO. 2026-7

AUTHORIZING CONTRACT NO. 2025-153 WITH STANDARD CONTRACTING & ENGINEERING, INC. FOR CENTRAL RAIL MAINTENANCE FACILITY MODIFICATIONS IN AN AMOUNT NOT TO EXCEED \$9,505,365.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deems it necessary to complete facility modifications to the Central Rail Maintenance Facility ("CRMF") to accommodate and maintain the new railcars; and

WHEREAS, the bid from Standard Contracting & Engineering, Inc. ("Standard"), located at 6356 Eastland Road, Brook Park, Ohio 44142, was received on December 19, 2025; and

WHEREAS, Standard has agreed to perform the required services for an amount not to exceed \$9,505,365.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid from Standard 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 from Standard for the CRMF Modifications 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 Standard for the CRMF Modifications.

Section 3. That said contract shall be funded through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grants OH-2023-042-307, OH-2023-042-337, OH-2024-011-307, OH-2024-011-337, and local advance funds pending the revision of OH-2023-042-307, in an amount not to exceed \$9,505,365.00 (\$7,604,292.00 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 compliance by the contractor with the specifications and addenda, if any; the 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: \_\_\_\_\_ President \_\_\_\_\_

Attest: \_\_\_\_\_ Secretary-Treasurer



<b>TITLE, DESCRIPTION:</b> <b>CONTRACT: INCREASE TO CONTRACT NO. 2025-007 FOR PROJECT 24X – EAST 79<sup>TH</sup> ST. GREEN AND BLUE LINE STATION RECONSTRUCTION</b>		<b>Resolution No.:</b> 2026-8
<b>VENDOR:</b> R.L. HILL/PLATFORM CONTRACTING JOINT VENTURE		<b>Date:</b> January 15, 2026
<b>AMOUNT:</b> NOT TO EXCEED \$67,550.00 AND REINSTATEMENT OF GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY		<b>Initiator:</b> Engineering & Project Development Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review, Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____		

- 1.0 **PURPOSE, SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to increase Contract No. 2025-007, Project 24X – East 79<sup>th</sup> St. Green and Blue Line Station Reconstruction and reinstate the General Manager, Chief Executive Officer's change order signing authority.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This change is necessary for modifications to the ADA mini-high platform locations and to construct a small platform extension on the westbound platform to accommodate first train car boarding and alighting of ADA customers.
- 3.0 **PROCUREMENT BACKGROUND:** On April 15, 2025, the Board of Trustees, by Resolution No. 2025-49, authorized a contract with R.L. Hill/Platform Contracting Joint Venture to perform construction services for the East 79<sup>th</sup> St. Green and Blue Line Station Reconstruction in the amount of \$9,984,587.00. Change orders to date total \$497,192.86, resulting in a current total contract amount of \$10,481,779.86.

The need to procure additional construction services will increase the cost of the contract by \$67,550.00, which is beyond the General Manager, Chief Executive Officer's \$500,000.00 change order signing authority. Approval of the change order will result in a new contract amount of \$10,549,329.86. This action also seeks reinstatement of the General Manager, Chief Executive Officer's change order signing authority in its entirety. A Change Order Log is attached as reference.

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

- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grant OH-2024-011-307 in an amount not to exceed \$67,550.00, for a new total contract amount of \$10,549,329.86
- 7.0 **ALTERNATIVES:** Reject this change order. Rejecting this change order would prevent completion of the project, and the Authority would not be able to use the facility for its intended purpose.

8.0 RECOMMENDATION: This change order was discussed by the Board of Trustees at the January 6, 2026 Operational Planning & Infrastructure Committee meeting. It is recommended that this change order be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to modify the contract.

9.0 ATTACHMENTS: Change Order Log

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

  
General Manager, Chief Executive Officer

**CHANGE ORDER LOG**  
**APPROVED CHANGE ORDERS**  
**EAST 79<sup>TH</sup> ST. GREEN AND BLUE LINE STATION RECONSTRUCTION**

Contract # 2025-007

Contractor: R.L. Hill/Platform Contracting Joint Venture

Original Contract Amount: \$9,984,587.00

Total GM CO Authority Remaining: \$2,807.14

Total Change Order Amount to Date: \$497,192.86 % Change to Date: 4.98%

CO No.	CO Description	Approval Date	CO Amount	Contract Value
1	Permanent Shoring System	09/16/2025	\$497,192.86	\$10,481,779.86

RESOLUTION NO. 2026-8

AUTHORIZING AN INCREASE TO CONTRACT NO. 2025-007 WITH R.L. HILL/PLATFORM CONTRACTING JOINT VENTURE FOR PROJECT 24X – EAST 79<sup>TH</sup> ST. GREEN AND BLUE LINE STATION RECONSTRUCTION IN THE AMOUNT OF \$67,550.00 FOR A NEW TOTAL CONTRACT AMOUNT OF \$10,549,329.86 AND REINSTATING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY IN ITS ENTIRETY (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deemed it necessary to procure construction services under Project 24X – East 79<sup>th</sup> St. Green and Blue Line Station Reconstruction; and

WHEREAS, by Resolution No. 2025-49, the Board of Trustees authorized Contract No. 2025-007 in the amount of \$9,984,587.00 with R.L. Hill/Platform Contracting Joint Venture, located at 31835 Aurora Road, Solon, Ohio 44139, for the furnishing of said construction services; and

WHEREAS, the Authority now requires additional construction services which are necessary for completion of the scope of services for Project 24X – East 79<sup>th</sup> St. Green and Blue Line Station Reconstruction; and

WHEREAS, R.L. Hill/Platform Contracting Joint Venture has offered to provide these additional construction services at a total negotiated cost of \$67,550.00, resulting in a new total contract amount of \$10,549,329.86; and

WHEREAS, the General Manager, Chief Executive Officer deems acceptance of the offer of R.L. Hill/Platform Contracting Joint Venture, as negotiated, to be in the best interest of the Authority and recommends acceptance thereof; and

WHEREAS, said contract increase will exceed the General Manager, Chief Executive Officer's \$500,000.00 change order signing authority; and

WHEREAS, the General Manager, Chief Executive Officer is requesting the Board of Trustees reinstate her change order signing authority in its entirety.

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 from R.L. Hill/Platform Contracting Joint Venture to provide additional construction services for Project 24X – East 79<sup>th</sup> St. Green and Blue Line Station Reconstruction be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to amend Contract No. 2025-007 with R.L. Hill/Platform Contracting Joint Venture to include these additional construction services.

Section 3. That this change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grant OH-2024-011-307 in an amount not to exceed \$67,550.00, for a new total contract amount of \$10,549,329.86.

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

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

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

Adopted: \_\_\_\_\_, 2026

\_\_\_\_\_  
President

Attest: \_\_\_\_\_

Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: RED LINE STATION PLATFORM MODIFICATIONS</b>	<b>Resolution No.:</b> <b>2026-9</b>
<b>VENDOR:</b> SCHIRMER CONSTRUCTION LLC	<b>Date:</b> <b>January 15, 2026</b>
<b>AMOUNT:</b> \$11,111,000.00	<b>Initiator:</b> Engineering & Project Development Department

**ACTION REQUEST:**

Approval    Review/Comment    Information Only    Other \_\_\_\_\_

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for Project 66E1 – Red Line Station Platform Modifications.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project consists of modifications to 22 platforms, including: concrete repair and structural restoration, replacement of damaged tactile warning surfaces, replacement and restoration of guardrails, fabrication and installation of bracket assemblies, and fabrication and installation of platform edge extensions for station platforms. In addition, three platforms (E. 55<sup>th</sup>, Windermere, and Brookpark) will be lengthened to accommodate the operation of three-car trains.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid ("IFB") was posted on the Authority's website and advertised in the local newspapers. Twenty-two (22) interested parties, including potential subcontractors, downloaded the solicitation. Three (3) bids were received and opened on December 11, 2025, as follows:

Company Name	Total Base Bid
Schirmer Construction LLC	\$11,111,000.00
Suburban Maintenance and Construction Co., Inc.	\$11,662,000.00
The Great Lakes Construction Co.	\$12,745,000.00

The bid from Schirmer Construction LLC ("Schirmer") has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

A cost analysis has been performed, and the Procurement Department has determined the price to be fair and reasonable to the Authority. The total base bid is approximately 3.84% above the engineer's estimate.

- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 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 Grants OH-2024-011-307, OH-2024-011-337, and local advance funds pending the approval of the FFY 2026 formula dollars, in an amount not to exceed \$11,111,000.00 (\$8,888,800.00 in federal funds which represents 80% of the cost).
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would prevent the Authority from using the Red Line stations after the commissioning of the new railcars.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the January 6, 2026 Operational Planning & Infrastructure Committee meeting. It is recommended that the bid from Schirmer be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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



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General Manager, Chief Executive Officer

RESOLUTION NO. 2026-9

AUTHORIZING CONTRACT NO. 2025-151 WITH SCHIRMER CONSTRUCTION LLC FOR PROJECT 66E1 – RED LINE STATION PLATFORM MODIFICATIONS IN AN AMOUNT NOT TO EXCEED \$11,111,000.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority (“Authority”) deems it necessary to modify twenty-two (22) Red Line Station platforms to accommodate the new railcar fleet; and

WHEREAS, the bid from Schirmer Construction LLC (“Schirmer”), located at 31350 Industrial Parkway, North Olmsted, Ohio 44070, was received on December 11, 2025; and

WHEREAS, Schirmer has agreed to perform the required services for an amount not to exceed \$11,111,000.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid from Schirmer 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 from Schirmer for Project 66E1 – Red Line Station Platform Modifications 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 Schirmer for Project 66E1 – Red Line Station Platform Modifications.

Section 3. That said contract shall be funded through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grants OH-2024-011-307, OH-2024-011-337, and local advance funds pending the approval of the FFY 2026 formula dollars, in an amount not to exceed \$11,111,000.00 (\$8,888,800.00 in federal funds which represents 80% of the cost).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor with the specifications and addenda, if any; the 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: \_\_\_\_\_ \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: REPAIR OF MAIN AVENUE BROKEN RAIL</b>	<b>Resolution No.:</b> <b>2026-10</b>
<b>VENDOR:</b> RAILWORKS TRACK SERVICES, LLC	<b>Date:</b> <b>January 15, 2025</b>
<b>AMOUNT:</b> \$424,924.00	<b>Initiator:</b> Engineering & Project Development Department
<b>ACTION REQUEST:</b>	
<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for Project 55B - Repair of Main Avenue Broken Rail.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project consists of replacing the running rail of both tracks that cross Main Ave on the Waterfront Line. One of the rails has broken and is showing signs of corrosion due to electrolysis. Modifications to the track drainage will also be accomplished on the north side of the crossing to alleviate the cause of the rail electrolysis.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid ("IFB") was posted on the Authority's Procurement Department website and advertised in the local newspapers. Nine (9) interested parties, including potential subcontractors, downloaded the solicitation. Three (3) bids were received and opened on December 11, 2025, as follows:

Company Name	Total Base Bid
RailWorks Track Services, LLC	\$424,924.00
Kennedy Railroad Services, LLC	\$476,469.00
Delta Railroad Construction, Inc.	\$493,513.00

The bid from RailWorks Track Services ("RailWorks") has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

A cost analysis has been performed, and the Procurement Department has determined the price to be fair and reasonable to the Authority. The total base bid is approximately 2.1% above the engineer's estimate.

- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 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 Grants OH-2020-044-307, OH-2020-044-337, OH-2021-050-307, and OH-2021-050-337 in an amount not to exceed \$424,924.00 (\$339,939.20 in federal funds which represents 80% of the total cost).

- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would create an unsafe condition at the grade crossing impacting the safety of people and property.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the January 6, 2026 Operational Planning & Infrastructure Committee meeting. It is recommended that the bid from RailWorks be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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



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Linda Abbott

General Manager, Chief Executive Officer

RESOLUTION NO. 2026-10

AUTHORIZING CONTRACT NO. 2025-145 WITH RAILWORKS TRACK SERVICES, LLC FOR PROJECT 55B - REPAIR OF MAIN AVENUE BROKEN RAIL IN AN AMOUNT NOT TO EXCEED \$424,924.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deems it necessary to repair the broken rail at Main Avenue; and

WHEREAS, the bid from RailWorks Track Services, LLC ("RailWorks"), located at 2101 S Carpenter St., Suite 200, Chicago, Illinois 60608, was received on December 11, 2025; and

WHEREAS, RailWorks has agreed to perform the required services for an amount not to exceed \$424,924.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid from RailWorks 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 from RailWorks for Project 55B - Repair of Main Avenue Broken Rail 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 RailWorks for the Repair of Main Avenue Broken Rail.

Section 3. That said contract shall be funded through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grants OH-2020-044-307, OH-2020-044-337, OH-2021-050-307 and OH-2021-050-337; in an amount not to exceed \$424,924.00 (\$339,939.20 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 compliance by the contractor to the specifications and addenda, if any; the 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: \_\_\_\_\_

President

Attest: \_\_\_\_\_

Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> CONSULTING SERVICES TO UPDATE THE AUTHORITY'S EXISTING STRATEGIC PLAN	<b>Resolution No.:</b> 2026-11
<b>VENDOR:</b> AECOM TECHNICAL SERVICES, INC.	<b>Date:</b> January 15, 2026
<b>AMOUNT:</b> NTE \$465,000.00	<b>Initiator:</b> Programming & Planning Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for consulting services to aid in updating the Authority's existing Strategic Plan.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The RTA Strategic Plan 2020 - Framework for the Future ("Strategic Plan") was completed in 2019 with a 2035 horizon year. Since that time, there have been substantial changes in the organization, commuting patterns, and external forces impacting the public transit industry. Thus, the Authority seeks to update the existing plan through 2035. The Strategic Plan is the Authority's primary longer-range capital planning document and the foundation of its development efforts. Additionally, the Strategic Plan may be used to outline alternatives for growth, capital, and operational allocations that support these initiatives and identify how these efforts contribute to the transportation network of the region. This contract will provide the Authority with consulting services to update the Strategic Plan.
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals was posted on the Procurement Department website and advertised in the local newspapers. Five proposals were received on November 4, 2025 in response to this solicitation. After evaluation by a panel of Authority employees, in accordance with established Procurement Department policies and procedures and subsequent negotiations, the proposal from AECOM Technical Services, Inc. ("AECOM"), to provide consulting services to update the Strategic Plan in an amount not to exceed \$465,000.00, was determined to be most advantageous to the Authority.  
  
A price analysis was performed, and the Procurement Department determined the negotiated amount to be fair and reasonable to the Authority. The negotiated pricing is 7% below the estimate for this purchase.
- 4.0 **DBE BACKGROUND:** As a result of the USDOT Interim Final Rule published in the Federal Register and made effective October 3, 2025, DBE goal-setting has been suspended on Authority projects until further notice.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the Development Fund, Programming & Planning Department budget, including, but not limited to, local advance funds pending the approval of the FFY 2026 Federal Formula Grant in an amount not to exceed \$465,000.00.

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority without consulting services which are critical in evaluating and updating the Authority's existing Strategic Plan.
- 8.0 RECOMMENDATION: It is recommended that the offer from AECOM be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

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



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General Manager, Chief Executive Officer

RESOLUTION NO. 2026-11

AUTHORIZING CONTRACT NO. 2025-136 WITH AECOM TECHNICAL SERVICES, INC. TO PROVIDE CONSULTING SERVICES TO UPDATE THE AUTHORITY'S EXISTING STRATEGIC PLAN IN AN AMOUNT NOT TO EXCEED \$465,000.00 (DEVELOPMENT FUND, PROGRAMMING & PLANNING DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has the need to obtain consulting services from a qualified firm to assist in updating the RTA Strategic Plan 2020 - Framework for the Future ("Strategic Plan"); and

WHEREAS, the proposal from AECOM Technical Services, Inc. ("AECOM"), located at 1300 East 9th Street, Suite 500 Cleveland, OH 44114, to provide consulting services to update the Authority's Strategic Plan was received on November 4, 2025; and

WHEREAS, after negotiations, AECOM has offered to provide the services for an amount not to exceed \$465,000.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the negotiated offer of AECOM to be in the best interest of the Authority, price and other factors considered, and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer of AECOM to provide consulting services to update the Authority's Strategic Plan for an amount not to exceed \$465,000.00 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 AECOM to provide consulting services to update the Authority's Strategic Plan.

Section 3. That this contract shall be payable from the Development Fund, Programming & Planning Department budget, including, but not limited to, local advance funds pending the approval of the FFY 2026 Federal Formula Grant in an amount not to exceed \$465,000.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor with the specifications and addenda, if any; 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: \_\_\_\_\_

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary-Treasurer



TITLE/DESCRIPTION:	Resolution No.: 2026-12
APPROVING THE 2026 TITLE VI PROGRAM UPDATE FOR SUBMISSION TO THE FEDERAL TRANSIT ADMINISTRATION	Date: January 15, 2026
	Initiator: Administration & External Affairs/Office of Equal Opportunity

**ACTION REQUEST:**

Approval    Review/Comment    Information Only    Other \_\_\_\_\_

1.0 **PURPOSE/SCOPE:** This action will approve the 2026 Title VI Program Update for submission to the Federal Transit Administration (“FTA”), as required by Title VI of the Civil Rights Act of 1964.

2.0 **DESCRIPTION/JUSTIFICATION:** Every three years, the GCRTA staff prepares a Title VI Program Update and submits it to FTA. GCRTA’s current Title VI Program expires in March 2026. The 2026 Title VI Program Update is due to FTA by February 1, 2026.

FTA Circular 4702.1B requires each Title VI Program Update to be reviewed and approved by the transit agency’s governing body before it is submitted to FTA. Accordingly, staff is requesting a resolution from the Board of Trustees indicating that the Board has reviewed and approved the 2026 Title VI Program Update to be submitted to FTA.

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

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

5.0 **POLICY IMPACT:** Adoption of the resolution will enable GCRTA to comply with federal guidelines implementing Title VI of the Civil Rights Act of 1964.

6.0 **ECONOMIC IMPACT:** Failure to adopt the resolution may result in a finding by FTA of non-compliance with FTA Circular 4702.1B and the imposition of sanctions, including a refusal by FTA to approve grants.

7.0 **ALTERNATIVES:** Not adopting the resolution would impact and delay the approval of federal grants.

8.0 **RECOMMENDATION:** On January 6, 2026, the Operational Planning & Infrastructure Committee reviewed and discussed the 2026 Title VI Program Update and referred it to the full Board. It is recommended that the resolution be approved, authorizing the General Manager, Chief Executive Officer, and Chief Civil Rights Officer to submit the 2026 Title VI Program Update to the FTA.

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

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General Manager, Chief Executive Officer

RESOLUTION NO. 2026-12

APPROVING THE 2026 TITLE VI PROGRAM UPDATE FOR SUBMITTAL TO  
THE FEDERAL TRANSIT ADMINISTRATION

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

WHEREAS, Title VI of the Civil Rights Act of 1964 requires GCRTA and all recipients of federal financial assistance to operate their programs and services in a nondiscriminatory manner without regard to race, color, or national origin; and

WHEREAS, the Federal Transit Administration ("FTA") issued Circular 4702.1B ("Circular"), effective October 1, 2012, setting forth requirements and guidelines for Title VI compliance; and

WHEREAS, as outlined in the Circular, the GCRTA Board of Trustees is required to review and approve a Title VI Program Update for submittal to FTA every three years; and

WHEREAS, the draft Title VI Program Update was provided to all GCRTA Board members on January 15, 2026; and

WHEREAS, on January 6, 2026, GCRTA's Operational Planning & Infrastructure Committee considered the draft Title VI Program Update and recommended it to the full Board of Trustees.

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

Section 1. That the 2026 Title VI Program Update, which is substantially in the form of the attachment hereto, has been reviewed and is approved.

Section 2. That the General Manager, Chief Executive Officer and Chief Civil Rights Officer is hereby authorized to submit the update to FTA.

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

Attachment: 2026 Title VI Program Update

Adopted: January 20, 2026

---

President

Attest: \_\_\_\_\_  
Secretary-Treasurer

# 2026 TITLE VI PROGRAM UPDATE



## Information Submitted by:

**Felicia Brooks-Williams**  
Office of Equal Opportunity, ADA  
& Organizational Culture

**Maribeth Feke**  
Programming & Planning

**Joel Freilich**  
Service Management

**Sharon Jenkins**  
Marketing & Communications

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## **Chapter 1: INTRODUCTION**

The U.S. Department of Transportation, Federal Transit Administration (FTA), has implemented guidelines governing applicants, recipients, and subrecipients of federal assistance regarding Title VI of the Civil Rights Act of 1964. Specifically, these requirements dictate that the Greater Cleveland Regional Transit Authority (hereinafter the Authority or GCRTA) must ensure that no person, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

GCRTA is committed to providing equal opportunity for employees, vendors, and customers, and to complying with all applicable federal and state laws, rules, and regulations of the treatment of minorities, women, individuals with disabilities, and veterans in all facets of the Authority's activities. GCRTA is equally committed to:

- Ensuring any federally funded transit-related benefits and services are made available and are equitably distributed without regard to race, color, or national origin.
- Ensuring that the level and quality of transit services provide equal access and mobility for any person without regard to race, color, or national origin.
- Ensuring that opportunities to participate in the transit planning and decision-making processes are provided to people without regard to race, color, or national origin.
- Ensuring that decisions on the location of transit services and facilities are made without regard to race, color, or national origin.
- Ensuring that corrective and remedial action is taken to prevent discriminatory treatment of any beneficiary based on race, color, or national origin.

The U.S. Department of Transportation, FTA, Region V, received the Authority's 2023 Title VI Program Update. The 2023 Title VI Program expires on March 1, 2026 and the 2026 Title VI Update is due on February 1, 2026. These Program Updates must comply with the requirements outlined in Circular 4702.1B, dated October 1, 2012.

## What Is Title VI?

Title VI was enacted as part of the Civil Rights Act of 1964.

***“No person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance.”***

***-Civil Rights Act of 1964***

FTA Circular 4702.1B provides guidance and instructions for ensuring that the level and quality of public transportation service is provided in a nondiscriminatory manner; promoting full and fair participation in public transportation decision-making without regard to race, color, or national origin; and ensuring meaningful access to transit-related programs and activities by persons with limited English proficiency.

## What Does This Mean For GCRTA?

GCRTA, as a recipient of federal financial assistance through the Federal Transit Administration (FTA), is required to prepare a Title VI program update every three years.

GCRTA will ensure full compliance with Title VI of the Civil Rights Act of 1964, as amended, and related statutes and regulations in all GCRTA programs and activities. Regarding Title VI, GCRTA is equally committed to ensuring that:

- The benefits of its bus and rail services are shared equitably throughout the service area.
- The level and quality of bus and rail services are sufficient to provide equal access to all riders in its service area.
- No one is precluded from participating in GCRTA's service planning and development process.
- Decisions regarding service changes or facility locations are made without regard to race, color, or national origin, and that development and urban renewal plans benefit the community.
- A program is in place for correcting any discrimination under Title VI.

## Who Is Responsible for Ensuring Title VI Is Implemented?

The Board of Trustees, General Manager, Chief Civil Rights Officer, management, and all employees share the responsibility for carrying out GCRTA's commitment to Title VI.

The Senior Manager of OEO, ADA, and Organizational Culture is responsible for the day-to-day operation of the program as it relates to complaints and coordinating efforts. The Senior Manager of OEO, ADA, and Organizational Culture works with a Title VI team to ensure equal protection of the law as it relates to services and programs provided by GCRTA.

The current Title VI Team consists of the following:

- Felicia Brooks-Williams, Senior Manager, OEO, ADA, and Organizational Culture
- Joel Freilich, Director of Service Management
- Sharon Jenkins, Director of Marketing & Communications
- Maribeth Feke, Director of Programming & Planning

To ensure that GCRTA continues to comply with all the requirements outlined in Circular 4702.1B, the Senior Manager of OEO, ADA, and Organizational Culture will report quarterly to the Civil Rights (CR) Committee. The CR Committee provides an opportunity to update the GM and Executive Team on all civil rights functions. The Senior Manager of OEO, ADA, and Organizational Culture provides an update on Title VI, Title VII, and the ADA. In addition, the GM receives updates on Disadvantaged Business Enterprise (DBE)\*, Human Resources (HR) Recruitment and Training efforts, and legal matters. The agenda includes formal and informal personnel practices to ensure equal treatment; making recommendations to the GM for modifications of GCRTA's policies and practices to enhance equal opportunity efforts; reviewing quarterly department/division reports on goals and timetables and recommending approval; and reporting on Title VI Updates.

The GCRTA Board of Trustees must also approve GCRTA's Title VI program before it submits it to FTA.

\*Currently, the DBE program is being updated by federal regulations and GCRTA is not setting DBE goals on contracts. Updates will continue to be provided to the CR Committee as more guidance is released on the DBE program.

## **Chapter 2: THE GENERAL REQUIREMENTS**

FTA requires that a Title VI Program be submitted in accordance with the FTA as part of its Title VI Program.

The General Requirements section of this update contains Title VI Program components required by FTA Circular 4702.1B. This section includes the following information:

1. Title VI Public Notice
2. Title VI Complaint Procedures
3. Title VI Complaint Form
4. List of Transit-Related Title VI Investigations, Complaints, and Lawsuits
5. Meaningful Access to Limited English Proficient (LEP) Persons
6. Public Participation Plan
7. Title VI Compliance for Subrecipients
8. Participation in Non-Elected Committees and Councils
9. Determination of Site or Location of Facilities

### **Title VI Public Notice**

In accordance with Title VI, GCRTA displays a public notice to inform customers of their rights under Title VI. The notice is posted on GCRTA's website, RideRTA.com. The notice is also displayed in all GCRTA's transit vehicles (buses and rail cars), and transit facilities, such as the main office customer service area and transit stations.

See Chapter 4, Attachment A for the Title VI signage in both English and Spanish.

### **Title VI Complaint Procedures**

This section outlines GCRTA's Title VI complaint procedures related to providing programs, services, and benefits. However, it does not deny the complainant the right to file formal complaints with the Ohio Civil Rights Commission, and/or the FTA's Office of Civil Rights. These complaint procedures also do not prohibit a complainant from seeking private legal counsel for complaints alleging discrimination, intimidation, or retaliation of any kind that are prohibited by law.

GCRTA's complaint procedures are set forth below:

#### **General**

Any person who believes that he or she, individually, or as a member of any specific class of persons, has been subjected to discrimination based on race, color, or national origin as noted below may file a written complaint with the Greater Cleveland Regional Transit Authority's Office of Equal Opportunity, 1240 W. 6th Street, 6th Floor, Cleveland, Ohio 44113. Complainants have the right to complain directly to the appropriate federal or state agency. Every effort will be made to obtain an early resolution of complaints. The option of informal meeting(s) between the affected parties and the Senior Manager of OEO, ADA, and Organizational Culture, or and OEO Specialist may be utilized for resolutions. The Senior Manager of OEO, ADA, and Organizational Culture will notify the Chief Civil Rights Officer of all the Title VI complaints and resolutions.

#### **Procedure**

1. The complaint must meet the following requirements:
  - a. Be in writing and signed by the complainant(s). In cases where the Complainant is unable or incapable of providing a written statement, a verbal complaint may be made. The Senior Manager of OEO, ADA, and Organizational Culture, or OEO Designee will interview the

Complainant and assist the person in converting verbal complaints into writing. All complaints must, however, be signed by the Complainant or his/her representative.

- b. Include the date of the alleged act of discrimination, the date when the Complainant became aware of the alleged act of discrimination, or the date on which that conduct was discontinued or the latest instance of conduct.
- c. Present a detailed description of the issues, including names and job titles of those individuals perceived as parties to the complaint.
- d. Federal and state law requires complaints to be filed within 180 calendar days of the alleged incident.

2. Upon receipt of the complaint, the Senior Manager of OEO, ADA, and Organizational Culture, or OEO Designee will determine its jurisdiction, acceptability, and need for additional information, as well as investigate the merits of the complaint.

3. The Complainant will be provided with a written acknowledgement that GCRTA has either accepted or rejected the complaint.

4. A complaint must meet the following criteria for acceptance:

- a. The allegation must involve a covered basis such as race, color, national origin, age, sex, religion, or disability.
- b. The allegation must involve a service provided by GCRTA, sub-recipient, or contractor.

5. A complaint may be dismissed for the following reasons:

- a. The Complainant requests the withdrawal of the complaint.
- b. The Complainant fails to respond to repeated requests for additional information needed to process the complaint.
- c. The Complainant cannot be located after reasonable attempts.

6. Once GCRTA's Office of Equal Opportunity decides to accept the complaint for investigation, the Complainant will be notified in writing of such determination. The complaint will receive a case number and will then be logged in a database identifying the Complainant's name, basis, alleged harm, race, color, and national origin.

7. In cases where GCRTA's Office of Equal Opportunity assumes the investigation of the complaint, within 90 calendar days of the acceptance of the complaint, the Senior Manager of OEO, ADA, and Organizational Culture will prepare an investigative report for the file. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition.

8. The Senior Manager of OEO, ADA, and Organizational Culture will decide on the disposition of the complaint. Dispositions will be stated as follows:

- a. In the event GCRTA is in noncompliance with Title VI regulations or there is enough evidence to substantiate the allegation, a stakeholders' meeting is conducted. A stakeholders meeting includes all the managers and executives that may be involved in a resolution or disciplinary action.

9. Notice of the Senior Manager of OEO, ADA and Organizational Culture determination will be mailed to the Complainant. Notice shall include information regarding appeal rights of Complainant and instructions for initiating such appeal. Notice of appeals are as follows:

- a. GCRTA will reconsider the determination if new facts come to light.
- b. If the Complainant is dissatisfied with the determination and/or resolution set forth by GCRTA, the same complaint may be submitted to the FTA for investigation. Complainants will be advised to contact the:

Office of Civil Rights,  
Federal Transit Administration,  
1200 New Jersey Avenue, SE,  
Washington, DC 20590,  
**Phone: [888-446-4511](tel:888-446-4511)**

10. A copy of the complaint and GCRTA's investigation report/letter of finding and Final Remedial Action Plan, if appropriate, will be issued to FTA within 120 days of the receipt of the complaint.

11. A summary of the complaint and its resolution will be included as part of the Title VI updates to the FTA.

## **Recordkeeping Requirement**

The Senior Manager of OEO, ADA, and Organizational Culture will ensure that all records relating to GCRTA's Title VI Complaint Process are maintained within the Office of Equal Opportunity. Records will be available for compliance review audits.

## Title VI Complaint Form



# Greater Cleveland Regional Transit Authority

## Civil Rights Complaint Form

GCRTA is committed to ensuring that no person is excluded from participation in or denied the benefits of its services based on race, color or nation origin, disability, age, religion, gender, and veteran status. All complaints must be filed within 180 days from the date of the alleged discrimination.

The following information is necessary to assist us in processing your complaint. If you require assistance in completing this form, please contact the Office of Equal Opportunity by calling (216) 356-3085. The completed form must be returned to: GCRTA Office of Equal Opportunity, ADA & Organizational Culture, Senior Manager of Office of Equal Opportunity, 1240 West Sixth Street, Cleveland, OH 44113-1302.

### Section I:

Today's Date: \_\_\_\_\_

Your Name:	
Home Address:	
City, State & Zip Code:	
Telephone No.:	Email Address:

Accessible Format Requirements?  Large Print  Audio Tape  Braille  TDD  Other

### Section II:

Law prohibits discrimination based on the categories shown below. Check those categories, which you feel apply to the discrimination you experienced.

<input type="checkbox"/> Age .....	Age 40 or over
<input type="checkbox"/> Color.....	Color of skin, including shade of skin within group
<input type="checkbox"/> Disability .....	Physical or mental disability
<input type="checkbox"/> Sex .....	Male or female, masculine or feminine, gender identity and pregnancy
<input type="checkbox"/> National Origin .....	National birth site – may also include person's language, accent, or race
<input type="checkbox"/> Race .....	Belonging to a GCRTA in race or because of GCRTA in characteristics associated with race
<input type="checkbox"/> Religion .....	Religious/Spiritual beliefs
<input type="checkbox"/> Retaliation .....	Retaliation <b>for filing a discrimination complaint</b> or for opposing illegal discriminatory practices
<input type="checkbox"/> Sexual Harassment.	Unsolicited and/or unwelcome sexual advances, requests for sexual favors and other verbal or physical harassment of a sexual nature
<input type="checkbox"/> Sexual Orientation....	Perceived by others to be in or identified with heterosexuality, homosexuality, bisexuality, etc.
<input type="checkbox"/> Veteran Status .....	Service in the Armed Forces

**Section III:**

Name of the person(s) responsible for the harm you feel you suffered:	Job Title(s) and/or ID Number:
Location(s) of the occurrence(s):	Route No. and/or Bus No.:
Date(s) and time(s) of the occurrence(s):	Direction: Eastbound or Westbound
Brief description of the person(s) (i.e. gender, race, height, etc.):	

**Section IV:**

What type of harm or discriminatory action was taken against you?

Accommodation       Hostile environment       Service       Other

If "Other," please specify:

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**Section VI:**

Describe the harm you feel you suffered and how the person(s) you named above are responsible.

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Did anyone witness the harm or discrimination you suffered?       No       Yes

If "Yes," please indicate who and what they witnessed.

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**Section VI:**

What remedy would you like GCRTA to consider?

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**Section VII:**

Have you filed this complaint with any other federal, state, or local agency or with any federal or state court?

No  Yes

If yes, please provide the contact information at the agency/court where the complaint was filed.

Agency:	Contact Name:
Address:	Telephone Number:
City, State & Zip Code:	

Have you previously filed a Title VI complaint with GCRTA?  No  Yes

If yes, please describe the complaint.

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**Please attach any written material or other information that you think is relevant to your complaint.**

I affirm that the information contained in this document is true and accurate to the best of my knowledge, information and belief.

Complainant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail this form to:

GCRTA Office of Equal Opportunity  
Senior Manager of the Office of Equal Opportunity  
1240 West 6<sup>th</sup> Street  
Cleveland, Ohio 44113-1302

## List of Transit-Related Title VI Investigations, Complaints, and Lawsuits

GCRTA maintains a list of active investigations conducted internally by the Office of Equal Opportunity or externally by FTA and entities other than FTA, including lawsuits and complaints that alleged discrimination based on race, color, or national origin. This list includes the date that the transit-related Title VI investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by GCRTA in response, or final findings related to the investigation, lawsuit, or complaint. There were no transit-related Title VI lawsuits filed against GCRTA from 2023-2025..

Please see the attached list of internal and external complaints from 2023 – 2025 that included Title VI allegations. The list of complaints covers the three years prior to 2026:

### Title VI Complaints 2023-2025

Claim Number	Regarding	Date Complaint Received	Allegation(s)	Current Status/Disposition	Other Detail	Date Resolved/Closed
2023-05-01	Customer Complaint	4/27/2023	Discrimination based on national origin	Unsubstantiated	Closed	6/6/2023
2024-10-05	Customer Complaint	10/29/2024	Age, color, sex, race, and retaliation discrimination	Unsubstantiated	Closed	11/22/2024
2024-12-01	Customer Complaint	12/9/2024	Discrimination for disability, sex, race, and sexual harassment	Closed	Lack of information	12/22/2024
2025-06-05	Customer Complaint	6/24/2025	Gender, age, and race discrimination	Unsubstantiated	Closed	7/9/2025

Title VI External Complaints 2023-2025			
Agency	Claims Number	Allegation	Disposition
OCRC	TOLG4(48848)05102023	Disability, Age, Race Discrimination	Dismissed
OCRC	CLEG4(006579)04232024	Race and Age Discrimination and Retaliation	Dismissed
OCRC	CLEG4(006718)05012024	Race, Age, Sex, National Origin, Retaliation, and Disability Discrimination	Administratively Closed and Dismissed
OCRC	CLEG4(009489)09302024	Race, Sex, Religion, and Retaliation	Dismissed

## **Meaningful Access to LEP Persons - Language Assistance Plan**

GCRTA's Limited English Proficiency (LEP) Plan has been prepared to address the responsibilities that GCRTA has as a recipient of federal financial assistance as they relate to the needs of national-origin minority individuals with limited English proficiency language skills. The LEP Plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations, which state that no person shall be subjected to discrimination based on race, color, or national origin.

As a federal funding recipient from FTA, GCRTA is required to take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of GCRTA's programs and activities for LEP individuals. GCRTA has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with Limited English Proficiency (LEP) who wish to access services. LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English. This LEP Plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available. The LEP Plan follows the four-factor framework outlined in the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons, 70 Fed. Reg. 74087-74100 (Dec. 14, 2005).

### **Four Factor Analysis**

#### **1.0 FACTOR 1 – THE NUMBER OR PROPORTION OF LEP INDIVIDUALS ELIGIBLE TO BE SERVED OR LIKELY TO BE ENCOUNTERED BY A GCRTA PROGRAM, ACTIVITY, OR SERVICE**

GCRTA staff interaction with customers of LEP varies depending on department and function of the employee. The following have been identified as the most probable locations:

- Customer Call Center (Community Connection Line)
- Paratransit Reservation Center
- Paratransit Customer Registration (Disabled/Senior Transportation)
- Transit Police
- Public meetings
- Hiring events
- GCRTA's buses, trains, paratransit service, and transit stations.

##### **1.1 Census Data**

Data from the U.S. Census Bureau American Community Survey (ACS) identifies English language proficiency of people based on the language spoken at home.

Table A compares the percent of the population who speak English less than very well (qualified as LEP) across different geographies and time periods. Cuyahoga County is the GCRTA service area, the data for the state of Ohio and United States is included for comparison.

**Table A: Population that Speaks English less than "Very Well"**

<b>Speaks English Less than Very Well</b>	<b>Percent of Population 5 Years or Older</b>			
	<b>2000</b>	<b>2010</b>	<b>2020</b>	<b>2023</b>
United States	8.10%	8.70%	8.20%	8.40%
Ohio	2.20%	2.30%	2.50%	2.80%
Cuyahoga County	3.20%	4.10%	4.30%	4.30%

*Data Source: DP02, 2023: ACS 5-Year Estimates*

Within Cuyahoga County, 4.3% of the population reported having less than “very well” English speaking ability, qualifying them as LEP. This is GCRTA’s service area boundary and includes 59 municipalities.

The LEP population that speaks English as a second language in Cuyahoga County represent a variety of language groups.

#### 1.1.1 Cuyahoga County Overview

GCRTA provides transit service throughout Cuyahoga County. According to the 2019-2023 ACS 5-Year Estimates, Cuyahoga County’s population 5 years or older is 1,181,236. Of that, 12.35% speak a language other than English and 4.34% speak English less than “very well.” Table B gives an overview of the language groups spoken at home in the GCRTA service area and Table C displays the percentage change in LEP populations since the last Title VI reporting period.

**Table B: Cuyahoga County Population Language Demographics**

<b>Cuyahoga County, Ohio 2019-2023 ACS 5-Year Estimates</b>		
	<b>Total</b>	<b>Percent</b>
<b>Population 5 years and over</b>	1,181,236	
<b>English only</b>	1,035,403	87.65%
<b>Language other than English</b>	145,833	12.35%
Speak English less than “very well”	51,239	4.34%
<b>Spanish</b>	52,900	4.48%
Speak English less than “very well”	18,849	1.60%
<b>Other Indo-European Languages</b>	51,691	4.38%

Speak English less than "very well"	17,964	1.52%
<b>Asian and Pacific Islander Languages</b>	20,323	1.72%
Speak English less than "very well"	7,825	0.66%
<b>Other Languages</b>	20,919	1.77%
Speak English less than "very well"	6,601	0.56%

Data Source: DP02, 2023: ACS 5-Year Estimates

**Table C: Cuyahoga County Change in LEP Individuals**

Cuyahoga County, Ohio 2019 -2023 ACS 5-Year Estimates		Cuyahoga County, 2016-2020 ACS		Percent Change	
	Total	Percent	Total	Percent	
<b>Population 5 years and over</b>	1181236		1170634		0.9%
<b>English only</b>	1035403	87.7%	1028266	87.8%	0.7%
<b>Language other than English</b>	145833	12.3%	142368	12.2%	2.4%
Speak English less than "very well"	51239	4.3%	49,815	4.3%	2.9%
<b>Spanish</b>	52900	4.5%	50,772	4.3%	4.2%
Speak English less than "very well"	18849	1.6%	17,328	1.5%	8.8%
<b>Other Indo-European languages</b>	51691	4.4%	52,318	4.5%	-1.2%
Speak English less than "very well"	17964	1.5%	17,938	1.5%	0.1%
<b>Asian and Pacific Islander languages</b>	20323	1.7%	20,582	1.8%	-1.3%
Speak English less than "very well"	7825	0.7%	8,499	0.7%	-8%
<b>Other languages</b>	20919	1.8%	18,696	1.6%	11.9%
Speak English less than "very well"	6601	0.6%	6,050	0.5%	9.1%

Data Source: DP02, 2023: ACS 5-Year Estimates

The population of Cuyahoga County has slightly increased, with non-English speaker population growth outpacing English-only speaker population growth. This has increased the number of individuals who speak English less than “very well,” a metric that has grown more than general population and the general population that speaks a language other than English. The largest growth category is in the population of “Other languages” speakers who speak English less than “very well” (9.1%). The largest decrease was in the population of Asian language speakers who speak English less than “very well” (-8%).

**Table D: Population and Percent of LEP by Language**

Cuyahoga County, Total Population = 1,181,236			
Language	Estimated LEP Population	% of LEP Population	% of Total Population
Spanish	18849	36.8%	1.6%
Chinese	3959	7.7%	0.3%
French, Haitian, or Cajun	1394	2.7%	0.1%
German or other West Germanic languages	891	1.7%	0.1%
Russian, Polish, or other Slavic languages	8106	15.8%	0.7%
Other Indo-European languages	7573	14.8%	0.6%
Korean	471	0.9%	0.0%
Vietnamese	907	1.8%	0.1%
Tagalog	776	1.5%	0.1%
Other Asian and Asian Pacific languages	1712	3.3%	0.1%
Arabic	4215	8.2%	0.4%
Other and unspecified languages	2386	4.7%	0.2%

*Data Source: C16001, 2023: ACS 5-Year Estimates*

### 1.1.2 Map Analysis

Geographic locations for LEP individuals by language is shown on Figures 1 through 5, below. This highlights locations where LEP individuals might interact with the GCRTA system. ACS 2019-2023 5-Year estimates were used to produce these maps. This dataset is from an ongoing survey that provides vital information on individuals and households annually. 2023 ACS data is the most recent complete dataset. It is best practice to use 5-Year estimates for accuracy at the census tract level, as was used in this analysis. Maps have been created for the following language groups:

1. All LEP Speakers

2. Spanish Language LEP Speakers
3. Indo-European Language LEP Speakers
4. Asian Language LEP Speakers
5. Other Language LEP Speakers

- Vietnamese

**Spanish Speakers include:**

- Spanish or Spanish Creole

**Indo-European Speakers include:**

- French, including Patois, Cajun
- French, Creole
- Italian
- Portuguese or Portuguese Creole
- German
- Yiddish
- Other West Germanic languages
- Scandinavian Languages
- Greek
- Russian
- Polish
- Serbo-Croatian
- Other Slavic Languages
- Armenian
- Persian
- Gujarati
- Hindi
- Urdu
- Other Indo-European Languages

Other Asian Languages

- Tagalog
- Other Pacific Island Languages

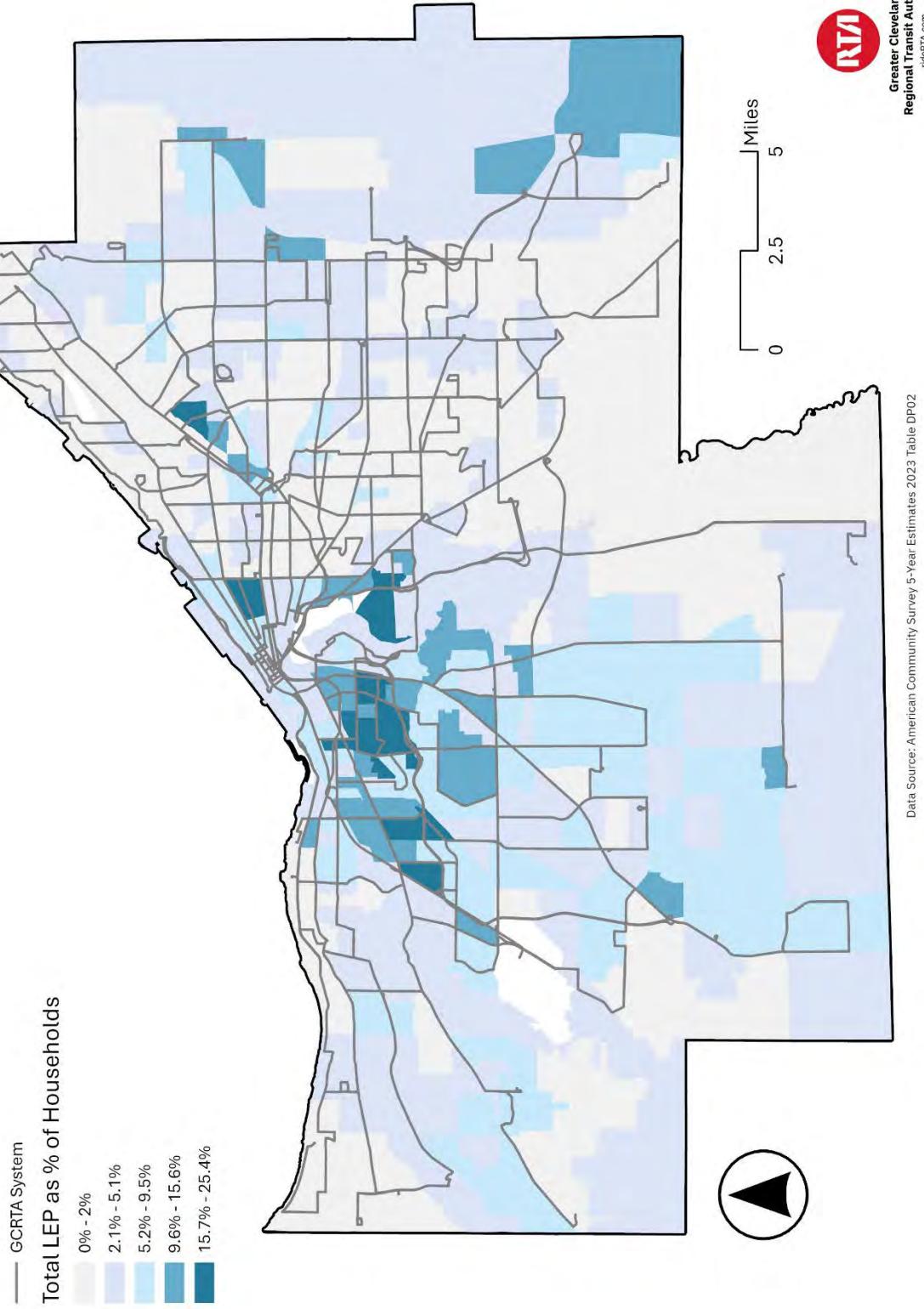
**Other Language Speakers include:**

- Navajo
- Other Native North American Languages
- Hungarian
- Arabic
- Hebrew
- African Languages
- Other Specified Languages

**Asian Speakers include:**

- Chinese
- Japanese
- Korean
- Mon-Khmer
- Hmong
- Thai
- Laotian

## Distribution of Population that Speaks English "Less Than Very Well"

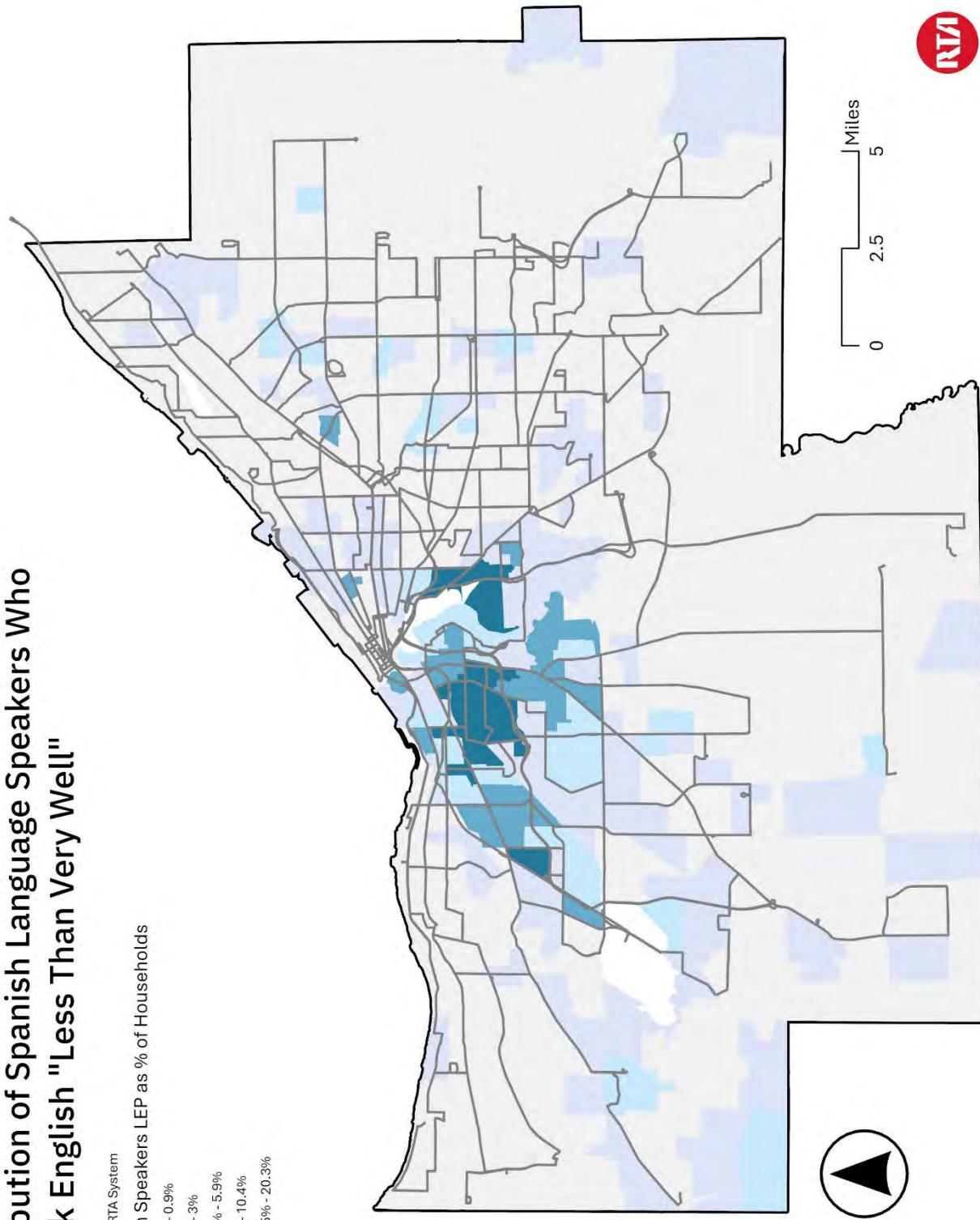


**Figure 1**

## Distribution of Spanish Language Speakers Who Speak English "Less Than Very Well"



**Figure 2**



Data Source: American Community Survey 5-Year Estimates 2023 Table D002

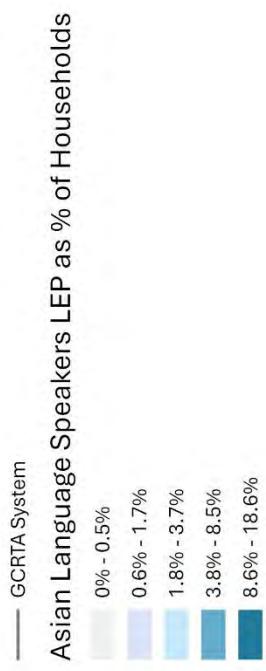
  
Greater Cleveland  
Regional Transit Authority  
[ridERTA.com](http://ridERTA.com)

## Distribution of Indo-European Language Speakers Who Speak English "Less Than Very Well"

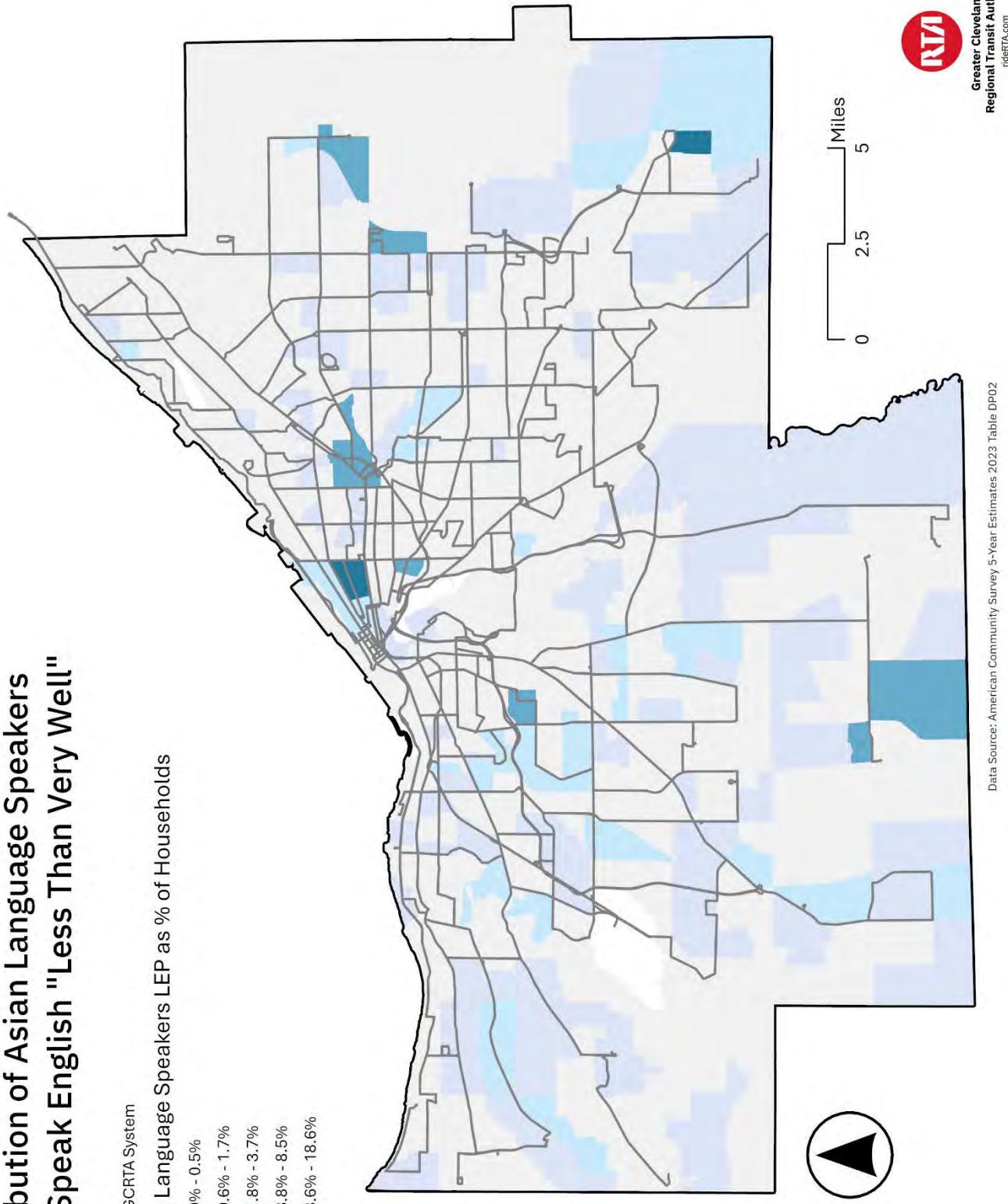


**Figure 3**

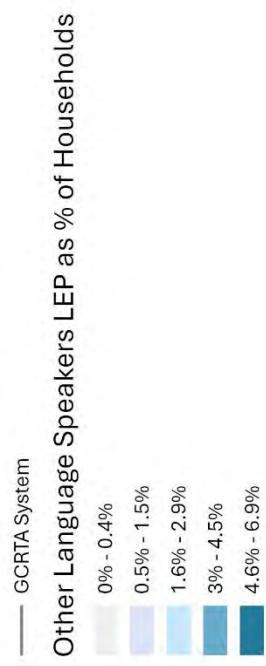
## Distribution of Asian Language Speakers Who Speak English "Less Than Very Well"



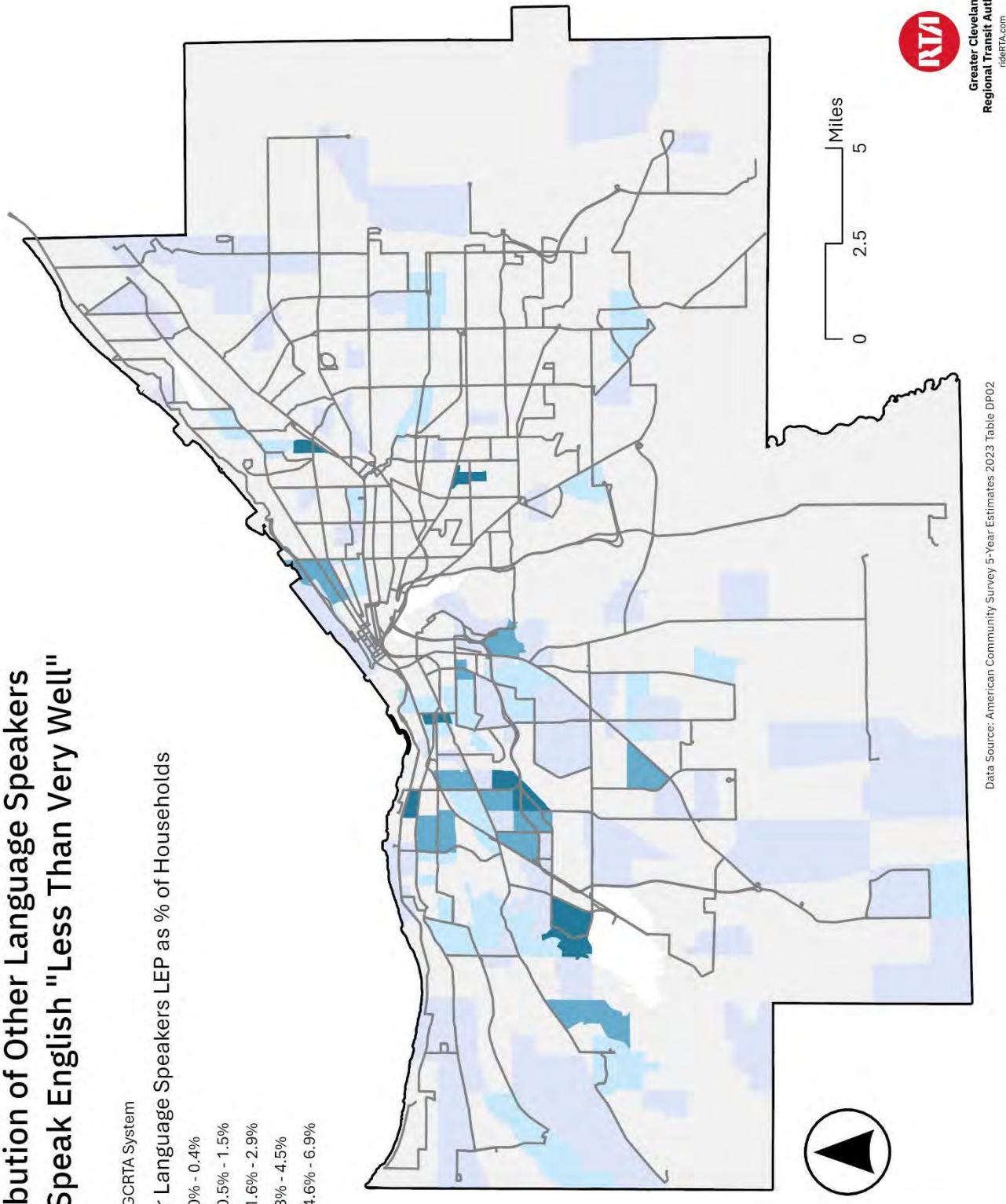
**Figure 4**



## Distribution of Other Language Speakers Who Speak English "Less Than Very Well"



**Figure 5**



Data Source: American Community Survey 5-Year Estimates 2023 Table DP02

 **GCRTA**  
Greater Cleveland  
Regional Transit Authority  
[riderGRTA.com](http://riderGRTA.com)

Summarizing the map information:

- The City of Cleveland is where the largest percentage of LEP individuals live in the GCRTA service area.
- There is a dense concentration of Spanish LEP Speakers on the west side of the City of Cleveland.
- Indo-European LEP Speakers have a high concentration in the southern portion of the County.
- Asian and Pacific Islander LEP Speakers are located throughout Cuyahoga County and represent a smaller % of the LEP population overall.
- “Other Language” LEPs are concentrated in the far-west side of the City of Cleveland and western suburbs.

## **2.0 FACTOR 2 – THE FREQUENCY WITH WHICH LEP PERSONS COME IN CONTACT WITH GCRTA PROGRAMS, ACTIVITIES OR SERVICES**

GCRTA provides fixed route bus, rail, bus rapid transit, and demand response (Paratransit) services. Various facilities and vehicles provide these services, which requires GCRTA to have community interaction, including operator communication, dispatch services, transit police interaction, and ADA processing.

LEP encounters are not collected. However, GCRTA has several public outreach groups that may discuss events related to LEP individuals and determine possible solutions. These groups include the GCRTA Community Advisory Committee and the GCRTA ADA Council.

### **2.1 LEP Encounters**

ACS 2023 datasets for workers aged 16 years and older provided data for travel to work by language proficiency. Table E displays these results. Overall, only 3.3% of the population use public transit as a means of transportation to work and 3.9% of the total working population 16 years or older speak English less than “very well”. The LEP population reports transit as their means of transportation to work at a higher rate than the general population, (3.3% vs. 4.10%).

**Table E: LEP populations means of transportation to work (16 years and older)**

Label	Total	Car, truck, or van – rode alone	Car, truck or van – car-pooled	Public transportation (excluding taxicab)
	Estimate	Estimate	Estimate	Estimate
Workers 16 years and over	593,409	71.7%	7.2%	3.3%
Speak language other than English	74,176	12.1%	19.6%	11.2%
Speak English less than "very well"	23,142	3.8%	8.7%	4.1%

*Data Source: S0802, 2023: ACS 5-Year Estimates*

GCRTA has several key programs and major points of contact with the public that LEP individuals may use. The following describe customer service interactions and opportunities for LEP outreach.

#### *2.1.1 Customer Call Center*

The GCRTA Customer Call Center (Community Connection Line) provides information for general callers on GCRTA services. It is located within the Main Office Building. The Call Center tracks requests for Spanish-speaking assistance. GCRTA has two bilingual representatives in the Call Center to help anyone who requires Spanish language assistance. The following identifies the number of calls requesting Spanish language over the last three years.

Year	Number of Calls	Percentage
2023	258	.01
2024	313	.02
2025 (to date)	280	.02

#### *2.1.2 Paratransit Reservation Center*

The Paratransit reservation center does not track requests for assistance in arranging trips in other languages. The primary language barrier is Spanish, which is handled by a full-time Spanish-speaking reservationist. LEP individuals are not common, averaging four cases a month. The Paratransit reservation center is located at the Paratransit District Garage and not within the Main Office Building.

#### *2.1.3 Paratransit Customer Registration (Disabled/Senior Transportation), ADA Office*

The Paratransit registration is located within the Main Office Building. It screens and registers individuals for reduced fares under GCRTA's Paratransit service program.

Assistance from the Call Center bilingual employees is needed roughly six to eight times a week.

#### **2.1.4      *Transit Police***

Transit Police officers occasionally interact with LEP individuals. In the event interpretation is needed, a Spanish-speaking Transit Police officer, Spanish-speaking GCRTA employee, or another Spanish-speaking first responder has been available to assist. Currently, there is also an officer fluent in German. In 2023, GCRTA added four Crisis Intervention Specialists to the Transit Police personnel. These employees are trained social workers and accompany Transit Police officers to assist GCRTA customers requiring special assistance. . The Crisis Intervention Specialists utilize tablets with internet access and are able to access online audio Google Translate services with language detection if needed.

#### **2.1.5      *Board Meetings and Public Meetings***

Public meetings are held in public areas to discuss service changes or development.

##### **2.1.5.1 *Human Resources Hiring Events***

- In recent years, GCRTA has created a partnership with El Barrio – Workforce Development Center which is part of the Centers for Family and Children. Two or three times a year, GCRTA has an event at their facility to meet with clients and potential job applicants. These events give GCRTA the opportunity to speak to the Hispanic community about general areas of interest and provide information about employment opportunities. El Barrio provides training to their clients that are interested in becoming a Bus Operator at GCRTA, and how to obtain the temporary Commercial Driver's License (CDL) to begin the recruitment process at GCRTA.
- GCRTA also has a partnership with the Cleveland Spanish American Committee, where our Human Resources department meets with organization representatives to present on GCRTA's service and open job opportunities.

##### **2.1.5.2 *Human Resources - CMSD Outreach***

- The Cleveland Metropolitan School District (CMSD) submitted a resolution agreement in November 2013 to the U.S. Department of Education's Office for Civil Rights that in part provided for CMSD to provide LEP students and their parents with information in a language they could understand on how to use public transportation to get to and from school, beginning in the 2014-2015 school year. CMSD worked with GCRTA to provide students with this training, and over time the program has grown. The students' grade levels range from K-12representing a variety of languages. GCRTA Outreach Sessions have been held at the following CMSD schools:

- Buhrer Dual Language Academy
- Clark
- Joseph M. Gallagher
- Luis Munoz Marin
- Scranton
- Thomas Jefferson International Newcomers Academy
- James Ford Rhodes
- Lincoln-West
- Max S. Hayes

- GCRTA literature was translated by CMSD Staff and was provided to students and parents. The literature and presentation focused on the following:
  - Bus & Rail Safe Riding Tips (Grade Crossing, Emergency Phone Use)
  - Safe Place Program
  - Transit Police App (Safe Watch)
  - How to use your fare card/planning your trip
  - Use Transit App/EZ Fare
  - What to expect your first time

#### 2.1.6 *Office of Small Business*

The Office of Small Business participates in the Northeast Ohio Hispanic Chamber of Commerce (NEOHCC) Construction Opportunity Fair. This is an annual event which provides GCRTA an opportunity to highlight contracting opportunities. Translation services for required forms and documents are provided.

#### 2.2 **Other Local Government Agency Experiences**

GCRTA monitors and learns from the City of Cleveland, Cuyahoga County, and CMSD experiences with LEP individuals. GCRTA will also reach out to the local planning departments in communities that have a cluster of LEP individuals for assistance on how to best communicate information to specific populations.

GCRTA participates in regional transit collaboration through the local metropolitan planning organization called NOACA (Northeast Ohio Areawide Coordinating Agency). This includes participation in Transit Council, which discusses topics related to transit services and funding. It is an opportunity to share best practices related to customer service and needs.

### **3.0 FACTOR 3 – THE NATURE AND IMPORTANCE OF PROGRAMS, ACTIVITIES, OR SERVICES PROVIDED BY GCRTA TO THE LEP POPULATION**

GCRTA provides a wide array of transportation services from the regular fixed route system to Paratransit services. Making these services accessible to LEP persons

provides transportation choice and is a vital service for individuals without access to personal vehicles.

In addition to transit services, GCRTA provides service-related information at public meetings and board meetings, and LEP individuals interact with and are able to access transit police services and hiring events.

### **3.1 Consequences of Language Barriers**

The critical services can be divided into three groupings for potential consequences: basic service usage; emergency procedures; and public hearings.

#### *3.1.1 Basic Service Usage*

LEP individuals could potentially not receive transportation services. It could be an inconvenience to LEP individuals until appropriate translation or assistance is provided. GCRTA provides Paratransit services, which serves customers that are unable to utilize typical fixed route service. Paratransit customers are ADA-certified residents, of which some may be LEP customers.

#### *3.1.2 Emergency Procedures*

For emergency procedures, it is feasible that there may be an occurrence where an LEP individual would need to evacuate a GCRTA vehicle or building for safety purposes or contact Transit Police for safety reasons. Recent updates to the safety evacuation signage on buses and trains provide most information pictorially, with limited usage of written instructions. Within GCRTA facilities, universal exit signage is utilized to direct all patrons out of the facility or to an area of safe refuge.

#### *3.1.3 Public Hearings*

LEP individuals may have the inability to understand and provide comment on proposed service changes or other issues. This may result in an unintentional under-representation of the impact to the greatest number of LEP persons within the limits of GCRTA's service area. GCRTA analyzes site locations for public hearings and may provide translation services where needed.

The MetroHealth Line Bus Rapid Transit (BRT) Project is located in an area of high Spanish-speaking population; thus, GCRTA community meetings in those neighborhoods have historically provided materials in both Spanish and English and included Spanish interpreters on-site.

## **4.0 FACTOR 4 -THE RESOURCES AVAILABLE TO GCRTA AND OVERALL COST TO PROVIDE LEP ASSISTANCE**

### **4.1 Inventory of GCRTA Resources**

GCRTA reviewed its available resources and the costs for providing LEP assistance, including verbal interpreter services and written translation.

#### *4.1.1 Language Assistance*

Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language, and/or translation, which means the written transfer of a message from one language into another language.

How GCRTA staff may identify an LEP person who needs language assistance:

- GCRTA plans to post notice of LEP Plan and the availability of interpretation or translation services free of charge in languages LEP persons would understand. This notice is currently posted for Spanish language assistance.
- When GCRTA sponsors an informational meeting or event, a staff person may greet participants as they arrive. By informally engaging participants in conversation, it is possible to gauge each attendee's ability to speak and understand English. Although interpreter services may not be able to be provided at the event, it will help identify the need for interpreter services at future events.

#### *4.1.2 Current Language Assistance Measures*

GCRTA staff take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating English.

The following resources will be available to accommodate LEP persons:

- Written language translation services are available and will be provided within a reasonable time period.
- Language interpretation will be accessed for all other languages through a telephone interpretation service. Although GCRTA's previous resource for providing these services is no longer available, GCRTA is researching and obtaining new resources to be able to provide needed telephone interpreter services.
- Language translation into Spanish, Chinese, Russian, and Arabic is available for text on much of GCRTA's website. GCRTA will be seeking to increase the number of available languages and the website content available for translation.
- 25Connects (funded by the FTA's Transit-Oriented Development Pilot Program, a strategic study to break down barriers along Cleveland's West 25<sup>th</sup> Street corridor to build transit-oriented development as well as a guidebook for future bus rapid transit (BRT) implementation)published materials in English and Spanish and hosted all meetings bi-lingually. The resulting MetroHealth BRT Project also included Spanish language interpreter and translation services at Community Meetings.
- GCRTA has all its vital documents translated into the Spanish language.

#### *4.1.3 Printed Materials*

GCRTA currently has language translation available in four languages for much of its website content. Given Spanish is the most commonly spoken language in GCRTA's service area other than English, GCRTA provides translations of its vital documents in Spanish online. Those Vital Documents include:

- Complaint Form
- Complaint Process
- Notice of Your Rights -Title VI Signage
- Paratransit Application
- Paratransit Booklet

Concurrent with Title VI regulations, Title VI information and documentation is available at [www.rideRTA.com](http://www.rideRTA.com) and upon request. Any person who believes he or she has been aggrieved by an unlawful discriminatory practice under Title VI may file a complaint with GCRTA. Each transit vehicle displays signage (in both English and Spanish), informing passengers of their rights protected by Title VI.

#### *4.1.4 Monitoring*

The LEP Plan will be reviewed and updated periodically, or when higher concentrations of LEP individuals are present in the GCRTA service area. Updates will include the following:

- Current LEP population in the service area
- Changes in need for translation services
- Language assistance programs that have been effective and sufficient
- GCRTA financial resources available to fund language assistance resources needed
- GCRTA compliance with the goals of this LEP Plan
- Complaints received concerning LEP customers

## **4.2 Recent LEP Service Implementations**

The following services identified have been implemented to assist the LEP population:

- Fixed Route Bus/Rail Schedules
- With the re-issuance of new schedules for each route, information is now translated in Spanish to direct LEP persons to call the Customer Service Center for additional help.
- Similar information directing Spanish-speaking LEP persons to call the Customer Service Center is now placed on the GCRTA website.
- Emergency Evacuation Procedures

- Updating all emergency evacuation instructions on GCRTA buses and trains with universal graphic signage. Text has been augmented or replaced with fully pictorial versions.
- Currently use the universal “EXIT” signs and no further action is required.
- GCRTA has continued to pursue hiring bilingual speakers, with a focus on language group(s) identified through continued outreach as potentially having a significant LEP population using transit.

## **Public Participation Plan**

It is the policy of GCRTA to encourage public involvement and participation in the decision-making process regarding issues impacting GCRTA’s customers, including but not limited to service reductions and fare modifications (Resolution No. 1995-25).

GCRTA has established a public involvement process to ensure minority and LEP populations are engaged through public outreach and involvement activities.

The GCRTA Board of Trustees (Board) meets monthly. All meetings of the Board, except executive sessions held for purposes required or permitted by law, are open to the public and no person is excluded from any meeting. Time is provided for the public to comment on any issue at each meeting. GCRTA maintains a list of persons and organizations that wish to receive information from GCRTA.

## **Summary of Outreach Activities Since Last Title VI Submission**

GCRTA solicits comments and customer feedback from interested parties related to major decisions impacting services and fares. Public comments and participation are solicited in several ways, including:

- Public Hearings and/or Community Meetings
- Letters written to GCRTA
- Comments received via the GCRTA website
- Social media: Facebook, Twitter, Instagram and LinkedIn
- GCRTA’s Community Advisory Committee
- Direct communications with elected officials and community leaders
- Emails to GCRTA’s public comment mailbox

### **Public Meetings**

Public meetings are a critical element of GCRTA's community involvement program. Meetings are held with the primary objective of sharing information related to specific changes, as well as soliciting feedback from interested parties.

Typically, meetings are held in affected neighborhoods, allowing those audiences that may be impacted by proposed changes easy access to provide comment. Locations are easily accessible by public transportation and all facilities are ADA compliant.

Notification of meetings are posted at least two weeks in advance in media sources most consumed by individuals residing in affected service areas, such as the Cleveland Plain Dealer, and the Call and Post (weekly publication serving Northeast Ohio's African American community). Scheduled meetings are also promoted on/in GCRTA's customer communications (such as social media posts, emails, or newsletters as applicable), signage posted on revenue vehicles, audio announcements are aired in passenger facilities, and through postings in various media outlets.

The format of the meeting/hearing varies based on the audience and magnitude of the proposed change. In most cases, an "open-house" type meeting is held that spans several hours and is typically conducted in communities that may potentially be impacted by the proposed changes. The meeting begins with GCRTA staff providing a detailed description of the changes proposed, followed by a period of open comment from meeting attendees. Throughout the meeting, GCRTA staff are present to respond directly to customer inquiries and questions.

To better address the needs of those individuals with language barriers, Spanish-speaking staff members are present to provide interpreter services. Additionally, a court reporter is present to capture an accurate transcript of comments provided by attendees. These comments are later reviewed and interpreted by GCRTA's Service Planning staff and incorporated into the final recommendations prepared for GCRTA management's consideration.

### Consideration of Public Comment and Feedback

All comments received regarding proposed changes are reviewed and summarized by GCRTA staff including Marketing, Service Management, Office of Management & Budget, and Finance. After a general review is completed, GCRTA staff from affected departments share information received from the public, along with revised recommendations to GCRTA's General Manager/CEO, Deputy General Manager of Operations, and other key executive staff for final determination. The final recommendations take into full consideration comments received through the public involvement process. GCRTA staff is committed to faithfully representing all comments received, positive as well as negative, when presenting the results. Recommendations endorsed by the Executive Management team are presented to GCRTA's Board for final action or acceptance.

### Responsibilities

The Service Management Department and the Office of Management & Budget are responsible for the following:

- Develop proposals for consideration related to service modifications and fare increases
- Develop and implement the community involvement plan to solicit customer comments
- Review and summarize the comments
- Revise recommendations based on public comment and input
- Package final recommendations for approval by the Board of Trustees

The Marketing department is responsible for the following:

- Maintain all documentation related to the public participation process
- Placement of legal notices promoting public hearings at least two weeks prior to scheduled events.
- Development of other communication strategies to promote public meetings (signs, media releases, flyers)
- Compile and maintain the public comment file for all comments received through all sources (meetings, emails, letters)
- Coordinate use of digital media for both posting of information and collecting customer comments
- Determine the best format for the public meeting
- Make all arrangements for public meetings, including but not limited to, securing the meeting space, scheduling hearing and/or language interpreters and court reporters, and development and production of all collateral materials for the meeting
- Communicate with elected officials and community leaders in affected areas prior to meetings to review proposals and solicit comment

## **Title VI Compliance for Subrecipients**

At this time, GCRTA has no subrecipients.

## **Participation in Non-Elected Committees and Councils**

The Community Advisory Committee (CAC) is comprised of community representatives that reflect GCRTA's customer base. The CAC is a transit-related group of volunteers that meet quarterly to discuss relevant issues about the operations of GCRTA. The CAC is currently comprised of eleven (11) members and may have up to a maximum of fifteen

(15) members. CAC members work to increase citizens' participation in community activities and involve the public in transit-related decision-making.

<b>COMMUNITY ADVISORY COMMITTEE</b>	
<b>MEMBER COMPOSITION: RACE</b>	
African American	2
White	8
Asian	1
<b>Total Members</b>	<b>11</b>

### **Determination of Site or Location of Facilities**

In accordance with the FTA Circular 4702.1B, GCRTA is required to conduct a Title VI Equity Analysis of new facilities to ensure compliance with Title VI.

Attachment B contains the full Equity Analysis Report for 15583 Brookpark Rd. The report confirms that the relocation of the Rail Maintenance Facility to 15583 Brookpark Rd will not have any disparate impacts on groups protected by Title VI.

### **Title VI Program Board Meeting Policy Decision Documentation**

In accordance with the FTA Circular 4702.1B, the Title VI Update must include a copy of the Board meeting minutes, resolutions, and other appropriate documentation showing the Board reviewed and approved the Title VI Plan. This information is provided in Chapter 4: ATTACHMENTS and consists of:

- **Title VI Board Presentation**
- **Resolution No. 2026- ; Approving the 2026 Title VI Program Update**
- **Staff Summary & Comments: Approving the 2026 Title VI Program Update**
- **Board Meeting Minutes**

### **Chapter 3: FIXED ROUTE TRANSIT PROVIDER REQUIREMENTS**

This section contains Title VI Program components required by FTA Circular 4702.1B for fixed route transit providers.

Based on the size of GCRTA's service area and fixed route vehicle fleet, GCRTA is required to set system-wide standards and policies for each specific fixed route mode of service GCRTA provides, addressing how service is distributed across the transit system and ensuring that the manner of the distribution affords users access to these assets. This includes developing quantitative standards for all fixed route modes of operation for

the following indicators for each mode: vehicle load; vehicle headway; on-time performance; and service availability. GCRTA is also required to adopt system-wide service policies to ensure service design and operations practices do not result in discrimination on the basis of race, color, or national origin. This includes developing a policy for the following service indicators for each mode: distribution of transit amenities; and vehicle assignment.

GCRTA is also required to collect and analyze racial and ethnic data including demographic and service profile maps and charts and demographic ridership and travel patterns. GCRTA must also monitor the performance of its transit system relative to the system-wide service standards and policies through a comparison of samples of minority and non-minority routes from all modes of service provided.

Finally, GCRTA is required to conduct service and fare equity analyses prior to implementing service and/or fare changes to determine whether the planned changes will discriminate on the basis of race, color, or national origin.

## **Demographic and Service Profile Maps and Charts**

See the following files (*incorporated herein*):

1. Map of Interstate Highways, Arterials, and Major Streets
2. Map of Cuyahoga County Census Tracts
3. Map of 2024 GCRTA Levels of Service
4. Map of Percent Minority Population by Census Tract
5. Map of Low-Income Population by Census Tract
6. Map of Low-Income & Below Poverty population by Census Tract
7. Map of Minority, Below Poverty, and Low-Income Census
8. Map of GCRTA Service Availability
9. Map of GCRTA Transit Facilities
10. Map of Distribution of Transit Amenities (Shelter Locations)
11. Map of Location of Fare Media Distribution by Census Tract
12. Map of Service Quality Supervisory Work Zones
13. Table identifying each tract with its minority/non-minority and low-income/non-low-income composition.

## **Requirement to Set Service Standards and Policies**

The Title VI Standards and Policies mentioned above are directly related to Title VI. Specific standards and policies for Vehicle Load, Vehicle Headway (Service Frequency), Vehicle Assignment, On Time Performance, and Transit Amenities can be found in the attached documentation.

## **Assessment of Compliance**

- (a) Establish Procedures: After each decennial census, GCRTA analyzes census tracts in its service area (Cuyahoga County). GCRTA designates a tract as "MINLOW" if it meets **either or both** of the following criteria:
  - The minority population percentage of the tract exceeds that of the county.

- The low-income population percentage of the tract exceeds that of the county.

A tract that meets **neither** of the above criteria is designated “NONMINLOW”

- (b) Annually, GCRTA staff classify routes into two categories according to areas served. GCRTA classifies a route as MINLOW if at least 1/3 of the route is located in a MINLOW census tract; otherwise, the route is classified as NONMINLOW. GCRTA staff compares the number of vehicle trips, vehicle miles, and vehicle hours by route category to ensure that minority and/or low-income areas receive their fair share of service.
- (c) Evaluate system-wide service changes: Any time GCRTA plans a major system-wide service change, GCRTA will use the procedure in IV.3.7 (4) (a) above to determine whether the plan is discriminatory. If so, GCRTA will not implement the plan. A major service change is one that increases or decreases total annual vehicle revenue miles by at least ten (10) percent.
- (d) Conduct compliance assessments: Every three (3) years GCRTA will assess its service for Title VI compliance in a manner similar to that presented in this document.
- (e) Take action on findings: GCRTA will take action on any findings made by FTA or by GCRTA’s Senior Manager of OEO, ADA, and Organizational Culture.

## Other Areas of Title VI Considerations

### IV.5.4. (a) Changes in Service Features

GCRTA’s service planning document is the Service Management Plan (SMP), which is prepared annually. The 2025 Service Management Plan is attached. It calls for no major service changes in 2025.

This Title VI Monitoring Report was performed on the GCRTA service that was in operation in the second half of the year in 2024. All attached maps and documents reflect the network that was in operation as of December 31, 2024.

### IV.4.9. (b) Information Dissemination

GCRTA employs multiple communication methods to inform minority, low-income, and LEP communities of proposed service changes. These methods include both traditional and digital channels to ensure that information is broadly accessible throughout the service area.

Methods used include:

- Public notices published in local newspapers, including those with significant minority community readership.
- General outreach communications—including emails, letters, and other notifications—distributed to community development organizations, educational institutions, public officials, senior centers, faith-based organizations, libraries, and other community groups.
- Printed notices—including service change summaries, meeting and hearing information, and other posted passenger communications—placed on GCRTA buses, trains, transit centers, and stations.
- Press releases issued to print, broadcast, and electronic media outlets.
- Targeted outreach with special attention to affected service areas.

Digital communication methods include announcements posted on GCRTA's official social media channels, updates to GCRTA's website with service change materials, and email notifications to subscribed riders and community partners.

Service change information is also mailed to local community service organizations and governmental offices. For major service changes, public hearings are held and informational community meetings are scheduled to support meaningful public engagement.

Additional details on outreach to LEP individuals are provided in the LEP Communication Plan above.

## **Meaningful Access to LEP Persons**

**Please reference the Meaningful Access to LEP Persons – Language Assistance Plan section above in Chapter 2 for more detailed information.**  
**Monitoring Procedures for Transit Providers**

### **Requirement for Transit Providers**

The Service Planning Section operates under Title VI considerations as basic criteria of service development. Care is given to ensure Title VI compliance when service changes are made. The Senior Manager of OEO, ADA, and Organizational Culture is notified in advance of service change proposals that require public involvement pursuant to GCRTA's Service Policy.

### **Level of Service Methodology**

- **Vehicle Load**

Overloads are investigated and corrected on a case-by-case basis. Reviewing 2024 complaints, GCRTA does not have a persistent or chronic overload problem. Vehicle load issues are reported to GCRTA Management via drivers, supervisors, service monitors, scheduling committee members

and customers through website, phone calls, email, written reports, and walk-in reports. The following table summarizes customer complaints related to overcrowding for second half of 2024.

Customer Complaints regarding Overcrowding in second half of 2024

Overcrowding	
	Value
All complaints, 7/1/2024 - 12/31/2024	2,436
Complaints excluding Web Spam / Advertising	2,427
Overcrowded Vehicle complaints	4
Overcrowded Vehicle complaint percentage	0.16%
System total ridership, 7/1/2024 - 12/31/2024	12,457,082
One Overcrowded Vehicle complaint for every ____ rides	3,114,270
Overcrowded Vehicle complaints per 100,000 rides	0.03

Items	
Overcrowding	4
Total Complaints	2,427
Overcrowding Complaints as a Percentage of Total Complaints	0.16%
Ridership	12,457,082
<b>One Overcrowding complaint for every ____ rides</b>	<b>3,114,270</b>

On average GCRTA receives one overcrowding complaint for every 3,114,270 rides.

GCRTA staff has verified the absence of an overcrowding problem by reviewing the maximum passenger load on each trip sampled for the National Transit Database. For each route, the average of the observed maximum passenger loads was calculated. Each route was classified as either MINLOW or NONMINLOW as described in Section IV.3.7.b. The average maximum load of all routes in the MINLOW category and NONMINLOW category were averaged. The averages are similar, and both averages are less than ten (10) passengers. These low averages are consistent with the absence of an overcrowding problem on MINLOW routes.

Maximum Load Analysis	
	Value
MINLOW Average Max Load	8.98
NONMINLOW Average Max Load	9.18

- **Vehicle Assignment**

As stated in GCRTA's Service Code, newer buses have lower per-mile maintenance costs and shall therefore be assigned to higher mileage blocks. Care shall be taken to maintain compliance with Title VI regulations. Coincidentally, high mileage blocks serve minority and low-income areas.

However, to measure whether GCRTA vehicle assignments comply with Title VI, GCRTA reviewed vehicle assignments for all days in the second half of 2024.

The information was extracted from the OnRoute CAD/AVL system which records which vehicles operate on which routes. As described in Section IV.3.7.b, all routes were categorized as either MINLOW or NONMINLOW. As shown in the table, buses serving MINLOW routes and those serving NONMINLOW routes are nearly the same age.

#### Vehicle Assignment

Route Category	Average Age
MINLOW	7.5
NONMINLOW	6.5

For more detail, see the attached "GCRTA Title VI Route Analysis" file.

- **Vehicle Headway**

All routes in the minority and low-income service area comply with GCRTA's headway policy. All routes are reviewed and investigated further in response to customer complaints, suggestions, and comments.

Each route was classified as either MINLOW or NONMINLOW as described in Section IV.3.7.b. An average headway for each category was calculated. As indicated in the following table, MINLOW routes have shorter (i.e. better) average headways than NONMINLOW routes in the midday. Peak headways are similar for MINLOW and NONMINLOW routes.

#### Average Vehicle Headways

Route	Headways
-------	----------

Category	Peak	Midday
MINLOW	30.9	30.9
NONMINLOW	30	45

Schedules effective second half of 2024 (HASTUS Booking 2406)

For more detail, see the attached “GCRTA Title VI Route Analysis” file.

- **On-Time Performance**

GCRTA on-time performance metrics are outlined in the Service Code. As described in Section IV.3.7.b, all routes were categorized as either MINLOW or NONMINLOW. As shown in the table below, on-time performance on MINLOW routes averages better than NONMINLOW routes, and GCRTA as a whole.

2024 Second Half On-time Performance

Route Category	Percent On-time
MINLOW	84.17%
NONMINLOW	81.1%
All GCRTA	83.75%

For more detail, see the attached “GCRTA Title VI Route Analysis” file.

- **Distribution of Transit Amenities**

See the attached “Transit Amenities” map file. Shelter concentration is higher in MINLOW areas than NONMINLOW areas.

- **Service Availability**

See the attached “Service Availability” map file. It shows a  $\frac{3}{4}$  mile radius around each transit stop. As shown, an insignificant fraction of MINLOW areas are not within  $\frac{3}{4}$  mile of a stop, while a significant fraction of NONMINLOW areas are more than  $\frac{3}{4}$  mile from a stop.

- **Service Quality Supervisory Work Zones**

See the attached “Supervisory Work Zones” map file. The work zones show no inequality in design of the zones.

## Service and Fare Equity Analysis

### Service and Fare Equity Analysis

Since the last Title VI Program submission, GCRTA has made no major service changes and therefore has not performed a service equity analysis. GCRTA has completed two fare equity analyses, as follows:

A fare equity analysis was performed for a fare structure change that was ultimately presented to the Board of Trustees as Resolution 2025-042, adopted March 18, 2025. The fare structure change comprised these elements:

- (4) Fare capping: a policy to allow customers to enjoy the discounts of unlimited-use passes without paying the full cost of a pass in advance and without incurring losses when their usage of the transit system falls below the break-even level of a pass.
- (4) Account-based ticketing: a system that enables fare capping by counting each customer's trips within a given time period to determine when subsequent trips made by that customer during that time period should be fare-free.
- (4) Elimination of fare surcharges: to speed up implementation of fare capping, discontinue fare surcharges that apply to a minuscule percentage of annual rides and that generate an insignificant amount of annual revenue.
- (4) Open payment: provides an additional (optional) method of paying fares that using a "token" not issued by RTA, such as a customer's own credit card or phone. Some customers may prefer to use this method despite its higher price. Open payment is included in this analysis, but its adoption may be deferred to a later date.

The analysis concluded that "the proposal will neither create a disparate impact on minority customers nor impose a disproportionate burden on low-income customers. On the contrary, minority customers and low-income customers will be the primary beneficiaries of the proposed fare structure change."

More recently, the authority staff began to consider asking the Board of Trustees to authorize the CEO/General Manager to implement a convenience fee for users of mobile ticketing. Though such a fee may or may not require a fare equity analysis, the staff conducted a fare equity analysis to be on the safe side. The analysis concluded that "the proposal will neither create a disparate impact on minority customers nor impose a disproportionate burden on low-income customers."

## **Attachments for Chapter 3**

A.

### **Maps**

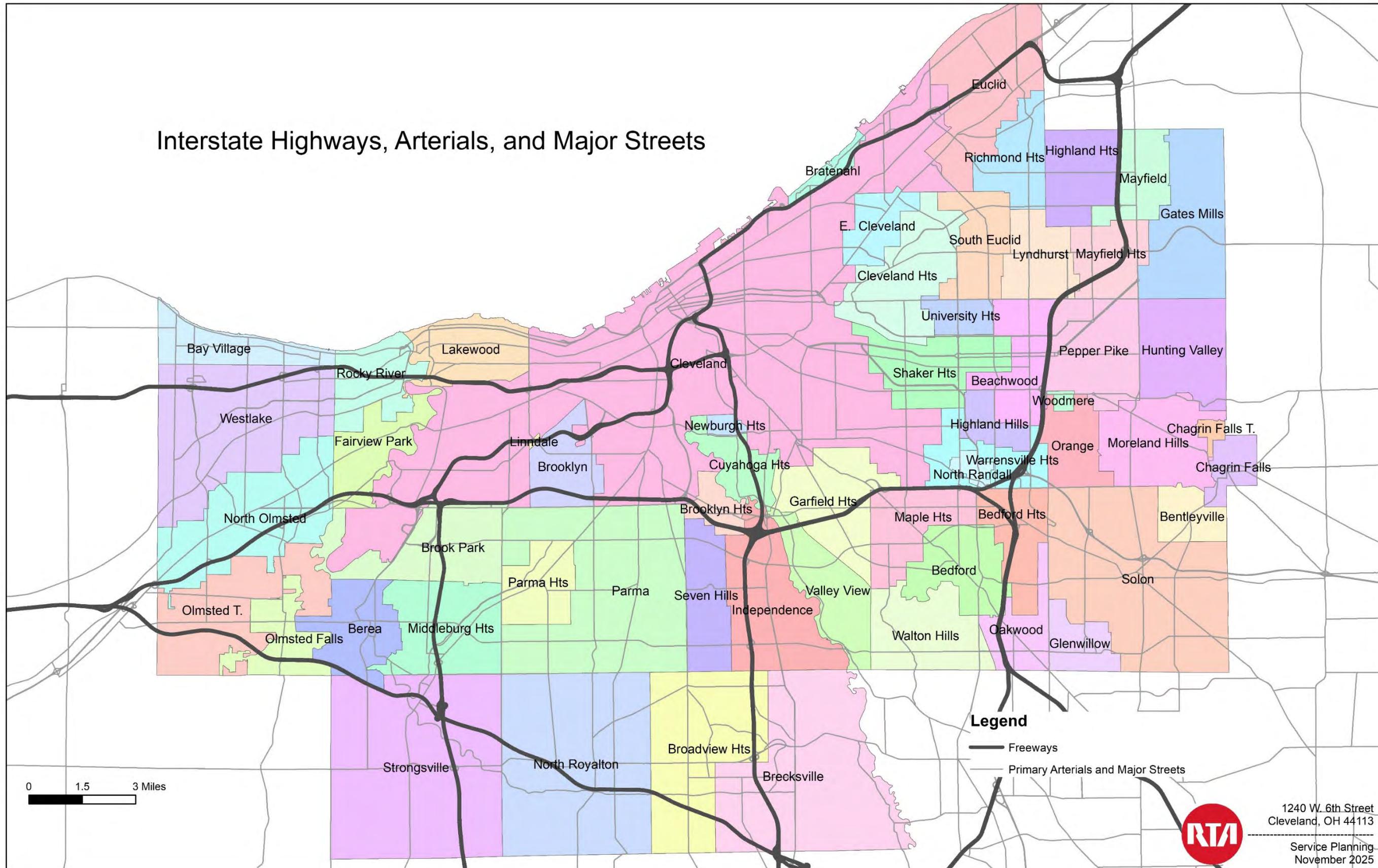
1. Map of Interstate Highways, Arterials, and Major Streets
2. Map of Cuyahoga County Census Tracts
3. GCRTA Levels of Service as of December 30, 2024
4. Map of Percent Minority Population by Census Tract
5. Map of Low-Income Population by Census Tract
6. Map of Below Poverty & Low-Income population by Census Tract
7. Map of Minority, Below Poverty, and Low-Income Census
8. Map of GCRTA Service Availability
9. Map of GCRTA Transit Facilities
10. Map of Distribution of Transit Amenities (Shelter Locations)
11. Map of Location of Fare Media Distribution by Census Tract
12. Map of Service Quality Supervisory Work Zones

B.

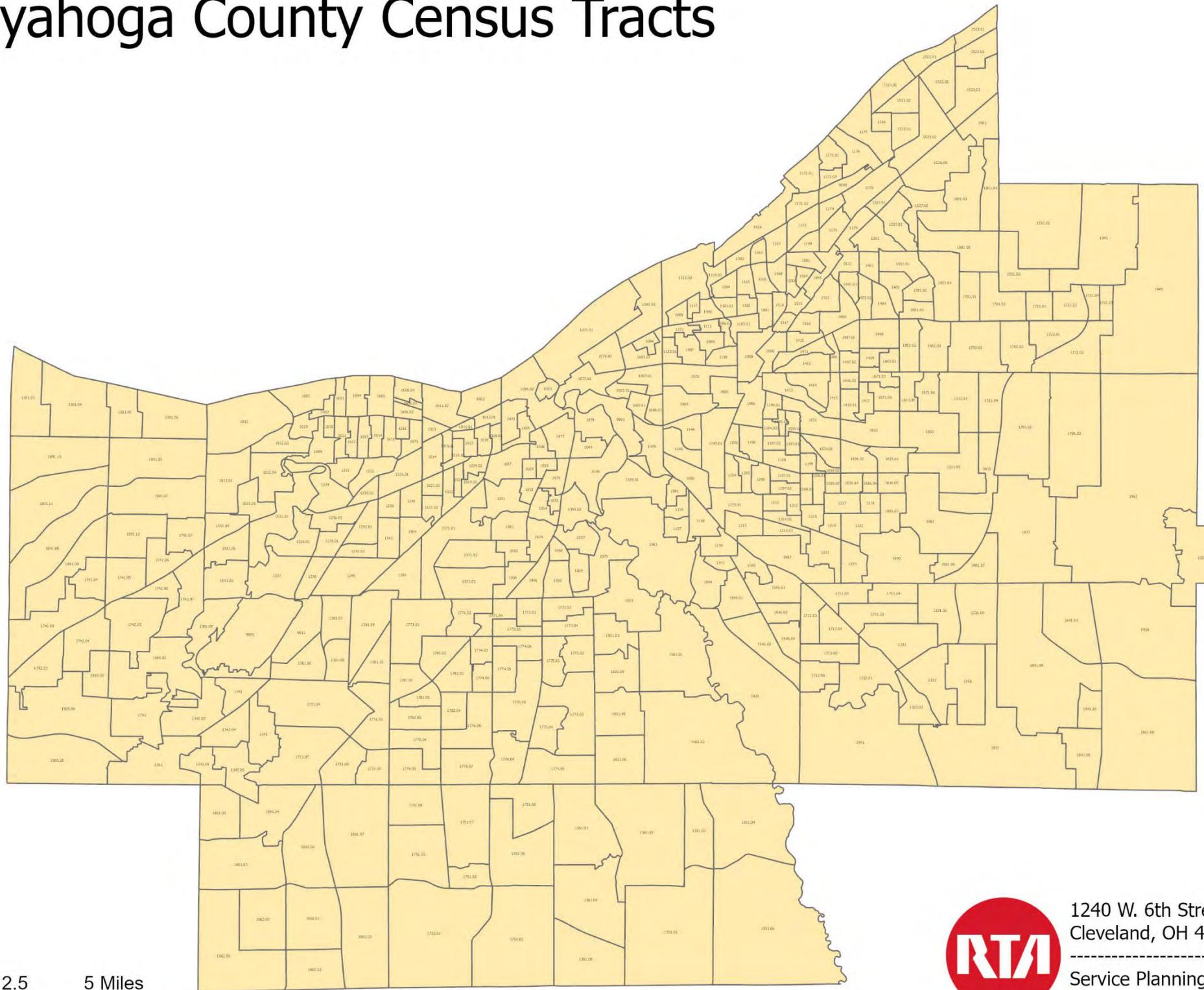
### **Documents**

1. GCRTA Services code (December 2018)
2. 2025 Service Management Plan (2025 SMP)
3. Table Identifying Each Tract with its Minority/Non-Minority and Low-Income/Non-Low-Income Composition (GCRTA Tracts ACS 2023)
4. GCRTA Title VI Route Analysis

## Interstate Highways, Arterials, and Major Streets



# Cuyahoga County Census Tracts

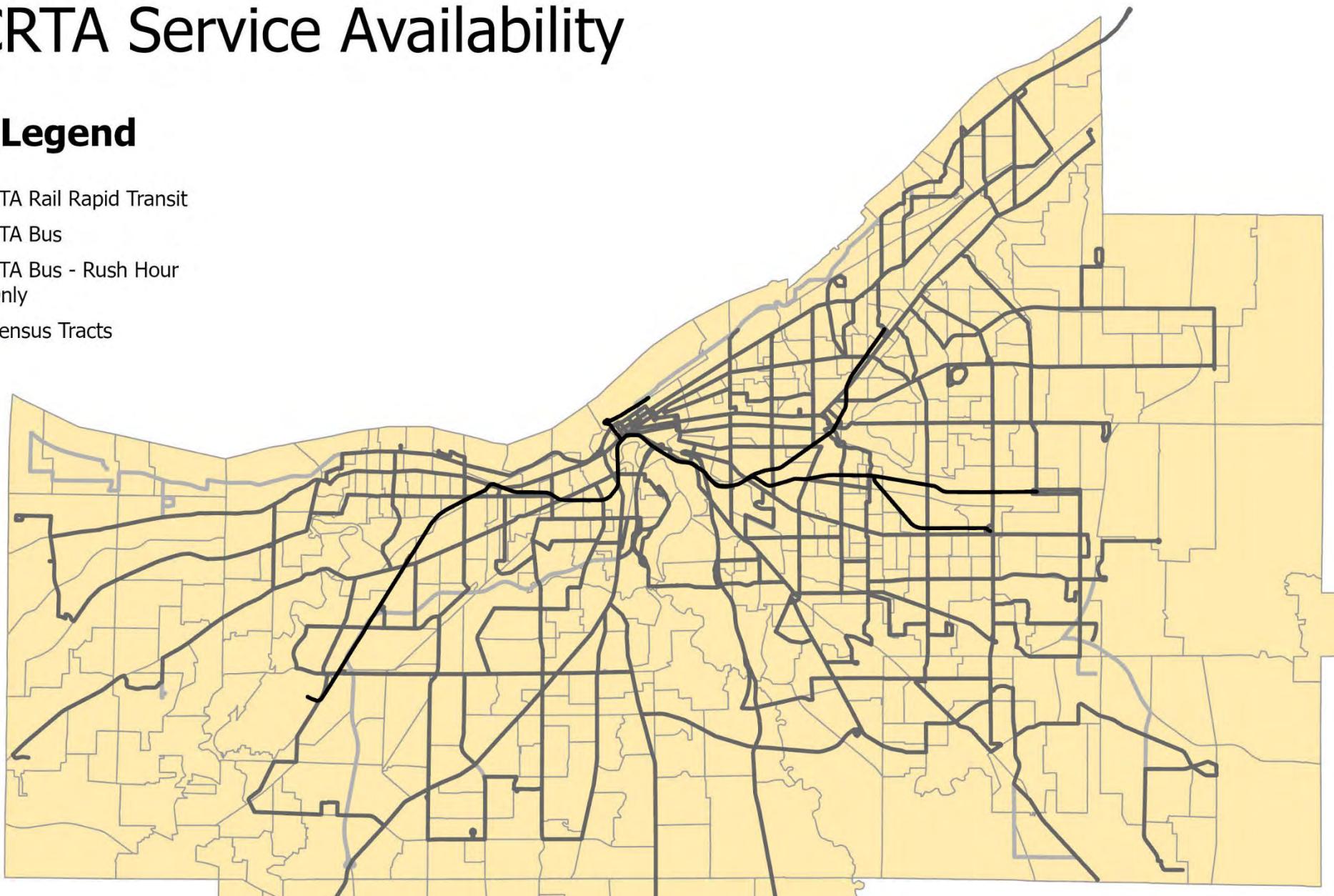


1240 W. 6th Street  
Cleveland, OH 44113  
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Service Planning  
October 2025

# GCRTA Service Availability

## Legend

- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only
- Census Tracts



0 2.5 5 Miles

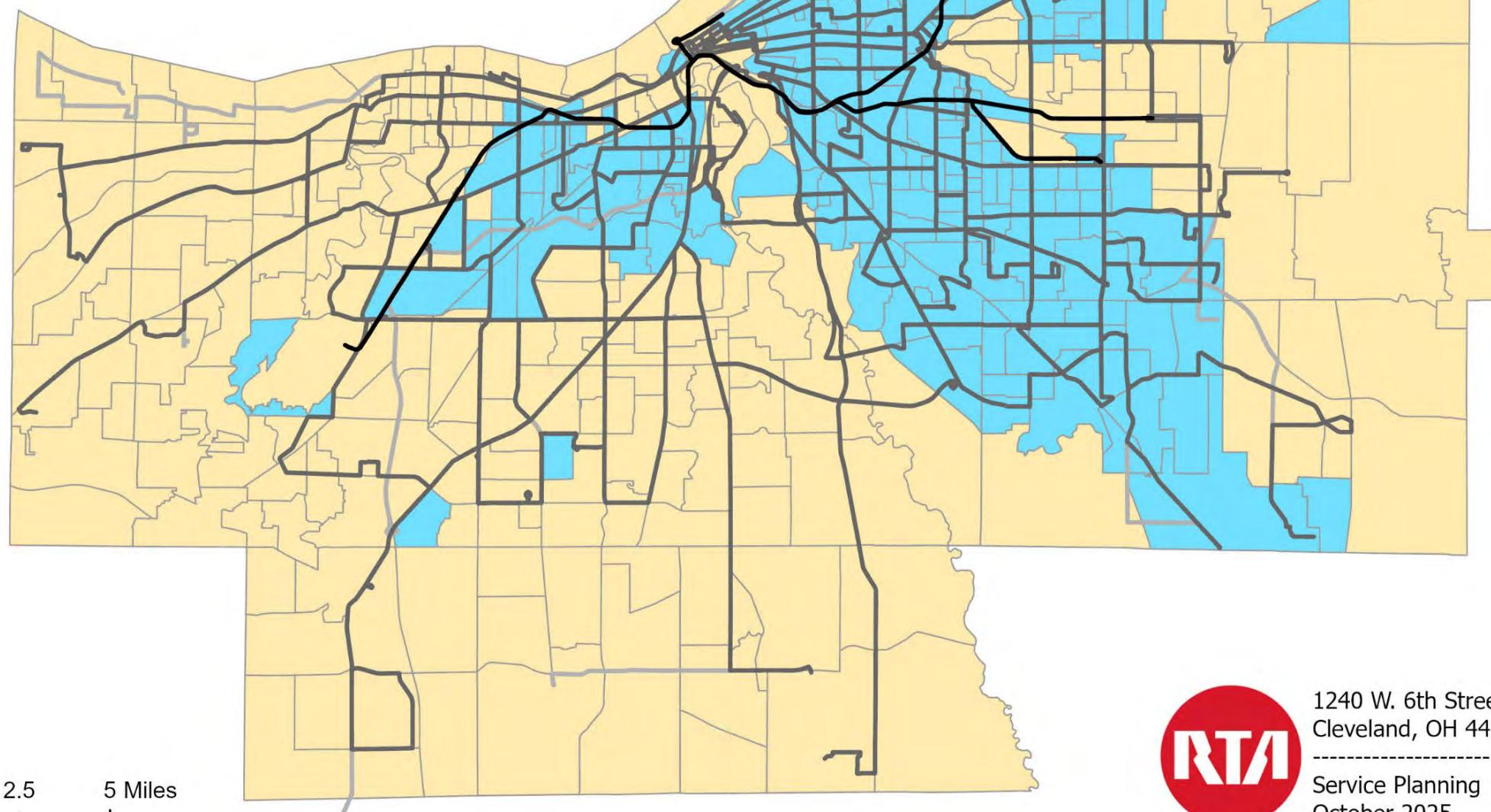


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Service Planning  
October 2025

# Percent Minority Population by Census Tract

## Legend

- Non-Minority Census Tracts ( $< 42.97\%$ )
- Minority Census Tracts ( $\geq 42.97\%$ )
- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only

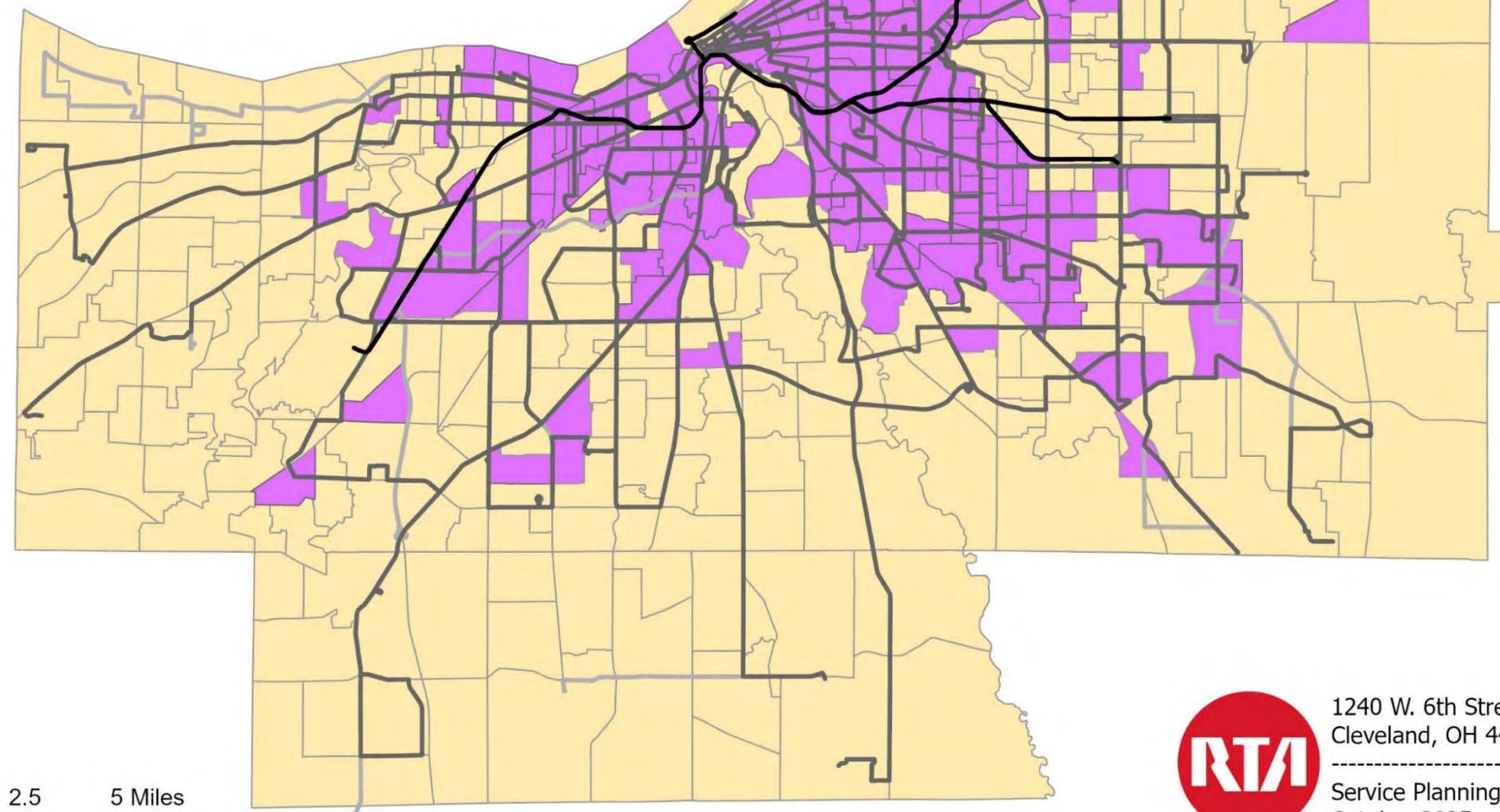


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Service Planning  
October 2025

# Percent Low Income by Census Tract

## Legend

- Non-Low Income Census Tracts (< 20.6% Low Income) (Yellow)
- Low Income Census Tracts ( $\geq 20.6\%$  Low Income) (Purple)
- RTA Rail Rapid Transit (Black Line)
- RTA Bus (Grey Line)
- RTA Bus - Rush Hour Only (Light Grey Line)



0 2.5 5 Miles

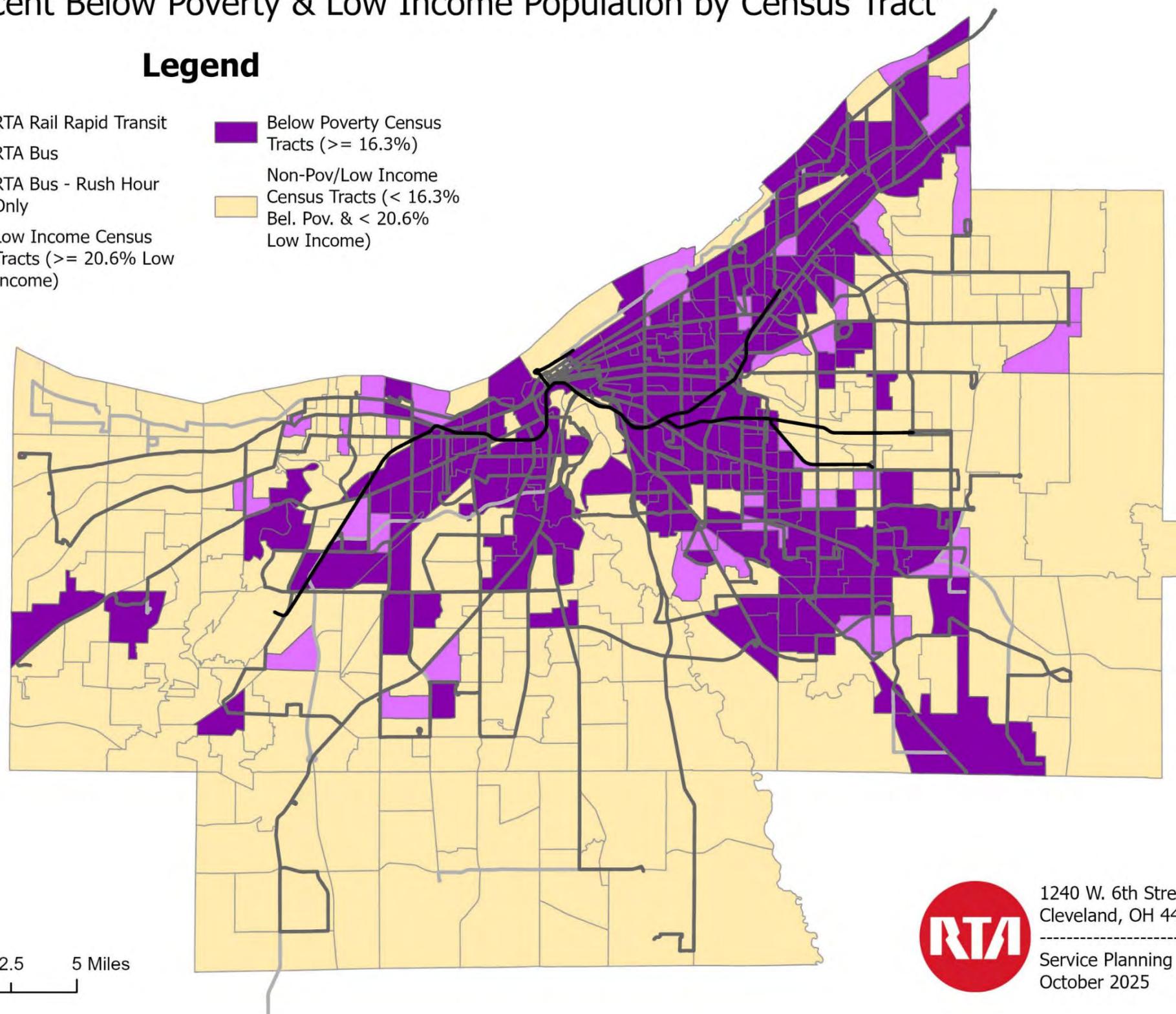


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Cleveland, OH 44113  
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Service Planning  
October 2025

## Percent Below Poverty & Low Income Population by Census Tract

### Legend

- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only
- Low Income Census Tracts ( $\geq 20.6\%$  Low Income)
- Below Poverty Census Tracts ( $\geq 16.3\%$ )
- Non-Pov/Low Income Census Tracts ( $< 16.3\%$  Bel. Pov. &  $< 20.6\%$  Low Income)



0 2.5 5 Miles

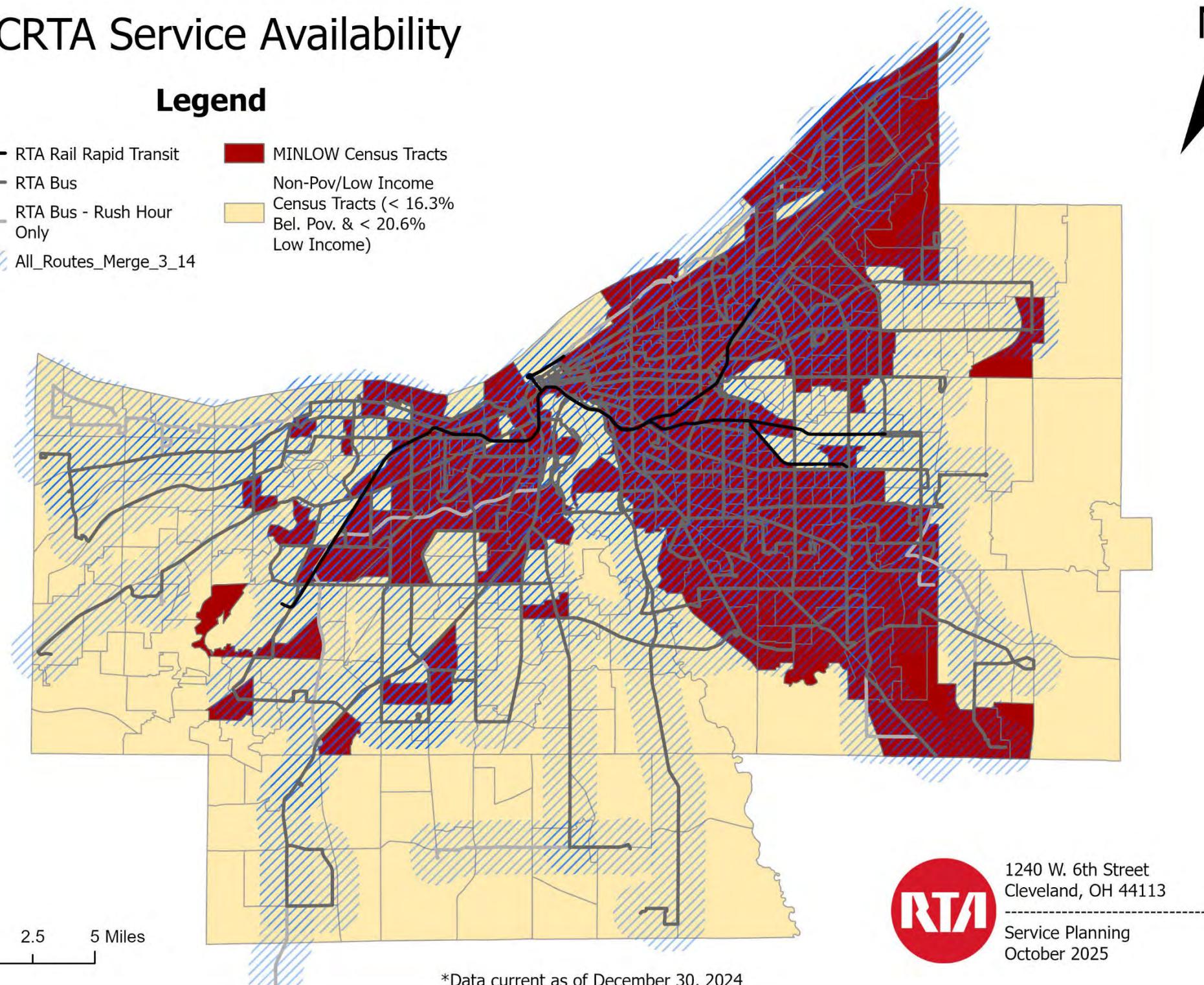


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Cleveland, OH 44113  
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October 2025

# GCRTA Service Availability

## Legend

- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only
- All\_Routes\_Merge\_3\_14
- MINLOW Census Tracts
- Non-Pov/Low Income Census Tracts (< 16.3% Bel. Pov. & < 20.6% Low Income)



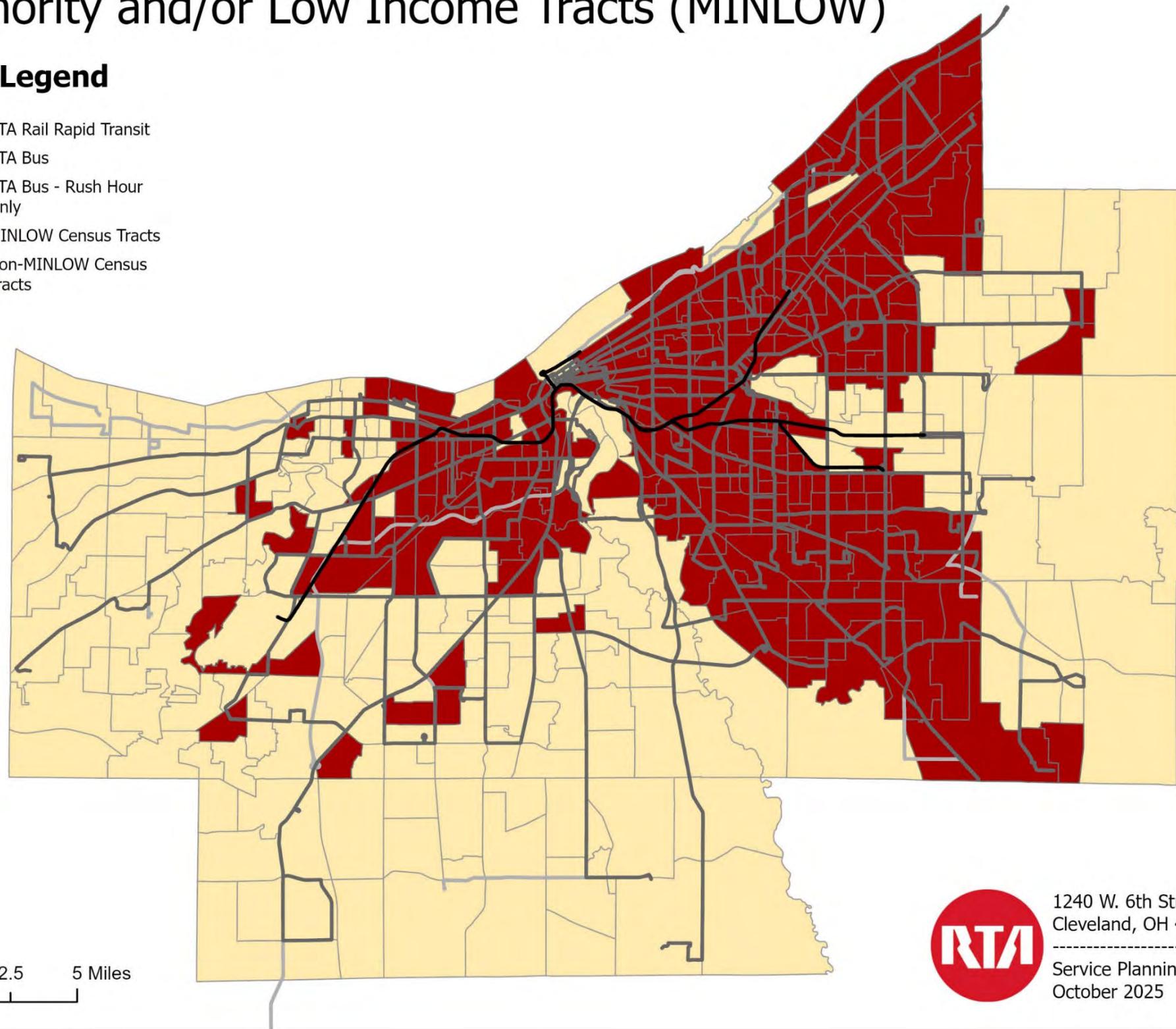
1240 W. 6th Street  
Cleveland, OH 44113  
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Service Planning  
October 2025

\*Data current as of December 30, 2024

# Minority and/or Low Income Tracts (MINLOW)

## Legend

- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only
- MINLOW Census Tracts
- Non-MINLOW Census Tracts

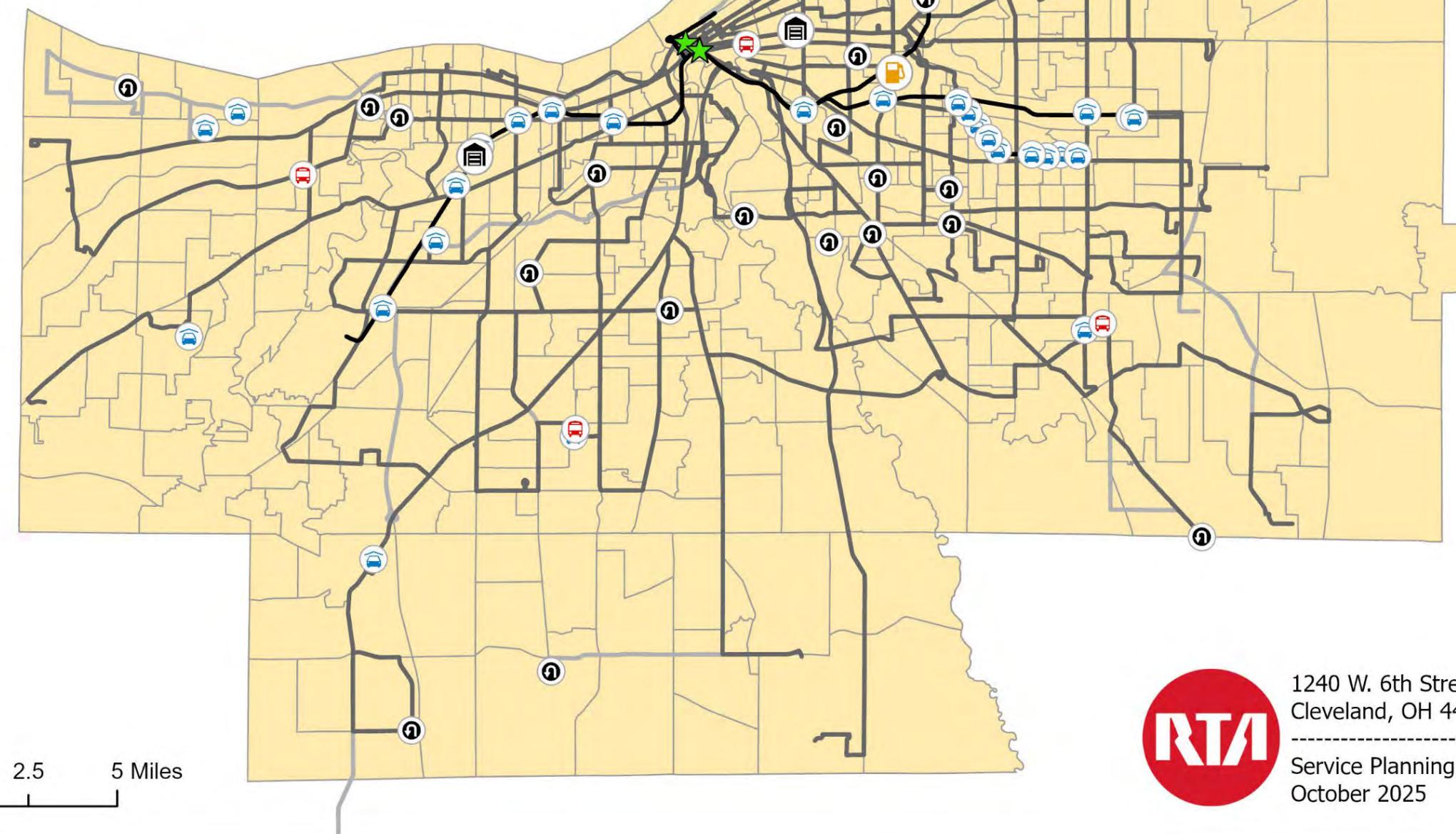


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Service Planning  
October 2025

# GCRTA Transit Facilities

## Legend

- Census Tracts
- Operating Garage
- RTA Park-n-Ride Facilities
- Transit Centers
- Rail Maintenance Operating Facility
- Bus Loop
- Other RTA Facility
- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only

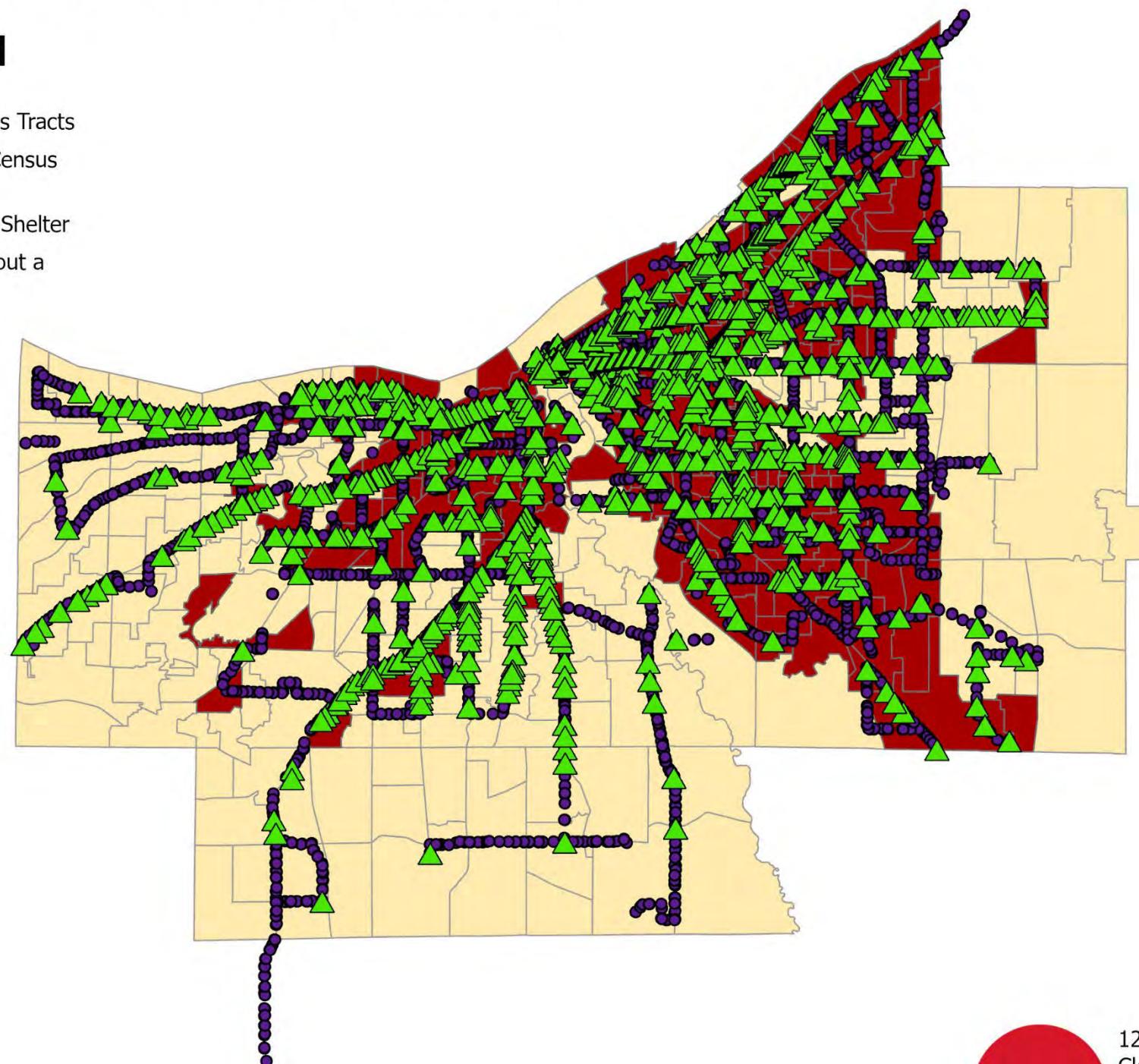


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Service Planning  
October 2025

# Distribution of Transit Amenities

## Legend

- MINLOW Census Tracts
- Non-MINLOW Census Tracts
- RTA Stops with Shelter
- RTA Stops without a Shelter



0 2.5 5 Miles

1240 W. 6th Street  
Cleveland, OH 44113

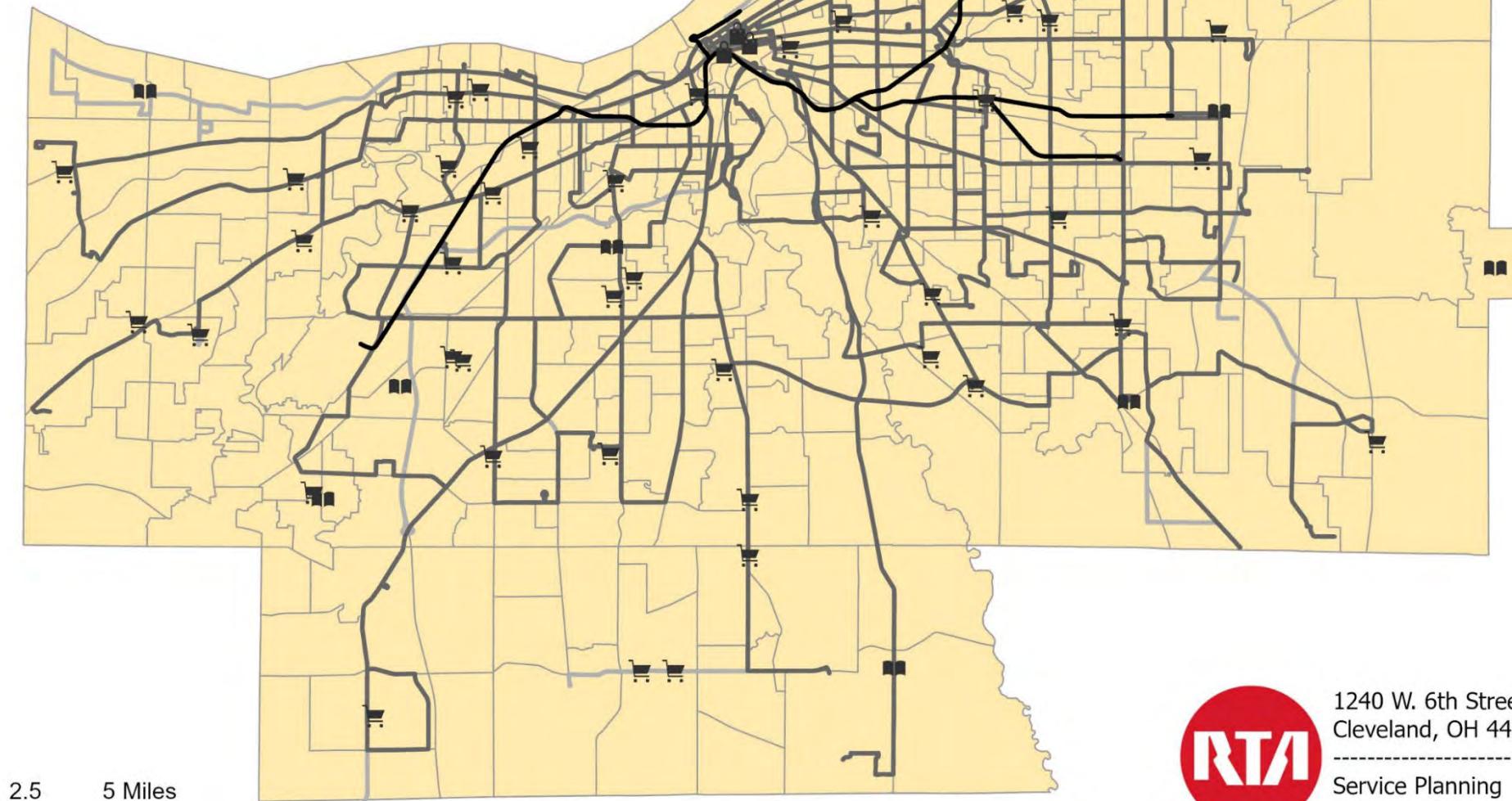


Service Planning  
October 2025

## Location of Fare Media Distribution by Census Tract

### Legend

- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only
- Census Tracts
- Grocery
- Library
- Other

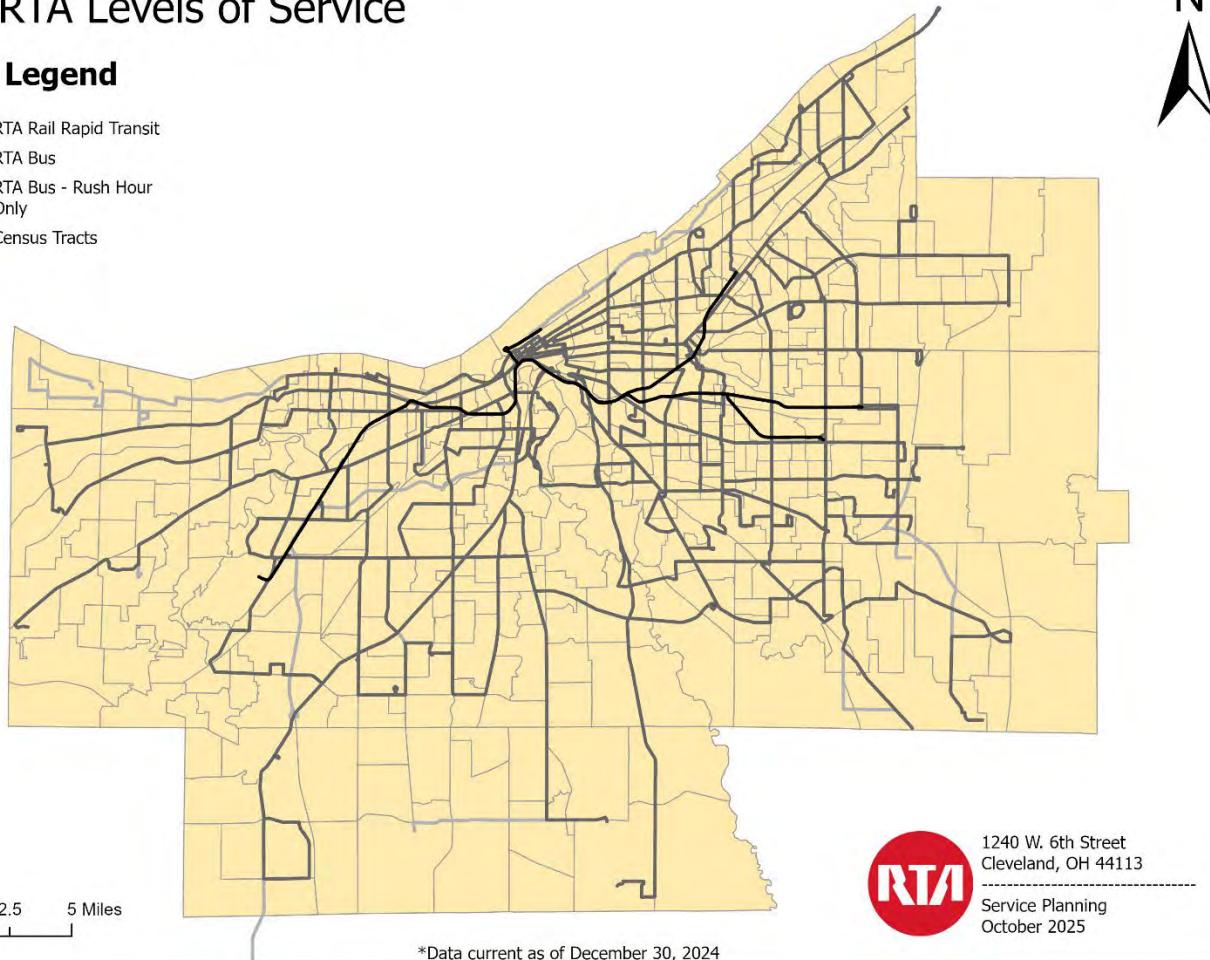


1240 W. 6th Street  
Cleveland, OH 44113  
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Service Planning  
October 2025

## GCRTA Levels of Service

### Legend

- RTA Rail Rapid Transit
- RTA Bus
- RTA Bus - Rush Hour Only
- Census Tracts



1240 W. 6th Street  
Cleveland, OH 44113  
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Service Planning  
October 2025

\*Data current as of December 30, 2024

**CODIFIED RULES AND REGULATIONS  
OF THE  
GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**

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**PART TEN - SERVICES CODE**

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**EDITOR'S NOTE:** Resolution No. 2019-22, passed February 19, 2019, adopted amendments to the Bylaws of the Greater Cleveland Regional Transit Authority. Wherever the term "CEO, General Manager/Secretary-Treasurer" appears, it is meant to be read as "General Manager, Chief Executive Officer" or "Secretary-Treasurer", depending on context.

**TITLE TWO - Service Policy**

- Chap. 1010. General Provisions and Definitions.
- Chap. 1011. Route Network Design.
- Chap. 1012. Service Management.
- Chap. 1013. Service Standards.
- Chap. 1014. Service Policies.
- Chap. 1024. Service Development/Approval/Implementation Process.  
(Repealed)

**TITLE FOUR - Miscellaneous Service Regulations**

- Chap. 1050. Modification in Service.
- Chap. 1064. Bus Park-and-Ride Facilities Program Procedures.  
(Repealed)
- Chap. 1066. Promotional Activities. (Repealed)
- Chap. 1080. Service to Activity Centers. (Repealed)
- Chap. 1082. Service to Auxiliary and Reserve Police. (Repealed)
- Chap. 1084. Service to Elderly and Handicapped. (Repealed)
- Chap. 1085. ADA Complementary Paratransit Plan. (Repealed)
- Chap. 1086. Paratransit and Accessible Service Policy.
- Chap. 1087. Transit Oriented Development.

2025 Replacement

**TITLE FOUR - Miscellaneous Service Regulations (Cont.)**

- Chap. 1088. Arts in Transit Program Policy.
- Chap. 1089. Transit Waiting Environment and Community Partner Investment Programs.
- Chap. 1090. Long Range Plan.
- Chap. 1091. Strategic Plan.
- Chap. 1092. Food and Beverage Sales Policy.
- Chap. 1093. Advertising Policy.
- Chap. 1094. Newspaper Dispensing Boxes Policy. (Repealed)
- Chap. 1096. Commitment on Sustainability Policy.
- Chap. 1098. Commitment on Environmental Policy.

CODIFIED RULES AND REGULATIONS  
OF THE  
GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

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PART TEN - SERVICES CODE

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**TITLE TWO - Service Policy**

- Chap. 1010. General Provisions and Definitions.
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- Chap. 1012. Service Management.
- Chap. 1013. Service Standards.
- Chap. 1014. Service Policies.
- Chap. 1024. Service Development/Approval/Implementation Process.  
(Repealed)

2018 Replacement



**CHAPTER 1010**  
**General Provisions and Definitions**

1010.01 Purpose.

1010.02 Definitions.

---

**1010.01 PURPOSE.**

The purposes of this service policy are:

- (a) To establish guidance for public transit service operation including network design, implementation, and monitoring; and
- (b) To ensure resources are utilized efficiently and produce the greatest value for the service area.

(Res. 2017-58. Passed 7-18-17.)

**1010.02 DEFINITIONS.**

As used in this service policy:

- (a) “Adverse effect.” A major geographical or time-based change in service which may include, but is not limited to, span of service changes, frequency changes, route segment extension or elimination, route alignment changes, increase or decrease in headways, or route creation or elimination.
- (b) “Block.” Daily operation assignment of a bus.
- (c) “Community meeting.” A publicized meeting, accessible via public transit, open to the public, and held within an Americans with Disabilities Act accessible meeting room for the purpose of gathering comments on a transit-related proposal. The requirements of Chapter 214, Public Hearing Process, do not apply.
- (d) “Facility.” Any Authority-owned building.
- (e) “Fare change.” Increase or decrease in the price of service.
- (f) “Fixed route.” A transit route that is scheduled to operate over a specific alignment.
- (g) “Headway.” Time interval between vehicles moving along the same road or track in the same direction.
- (h) “Major service change.” Service change that increases or decreases total vehicle-miles of service by ten percent or more.
- (i) “Maximum load point.” The location along a transit line where the greatest vehicle loads occur.
- (j) “Rush hours.” The weekday hours from 6:00 to 9:00 a.m. and 3:00 to 6:00 p.m.

- (k) "Public hearing." A community meeting that meets all requirements of Chapter 214, Public Hearing Process.
- (l) "Route deviation." A scheduled exception to the normal fixed route of a bus line in order to serve a specific activity center.
- (m) "Span of service." Number of hours and days when service operates.  
(Res. 2017-58. Passed 7-18-17.)

## CHAPTER 1011

### Route Network Design

#### 1011.01 Objectives.

#### 1011.02 Bus Stop Policy.

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##### **1011.01 OBJECTIVES.**

The objectives of the Authority's route network design are:

- (a) To maximize bus/rail interface opportunities;
- (b) To minimize route duplication;
- (c) Two-way service on a street is desirable;
- (d) Service should utilize the most direct routing possible:
  - (1) Deviations should not be considered unless there is a compelling reason such as a major activity generator.
    - A. Benefits of such deviations must outweigh disadvantages to passengers.
    - B. Factors to be considered include percentage of passengers benefitting from the deviation, the amount of time to make the deviation, and the additional costs.
  - (2) It is not appropriate to deviate into private development sites, except at a route terminus;
- (e) Route length should be limited by the ability to keep service operating on schedule; and
- (f) To the extent possible, schedules will be coordinated to facilitate transfers.  
(Res. 2017-58. Passed 7-18-17.)

##### **1011.02 BUS STOP POLICY.**

- (a) Safety of customers and vehicles is the highest priority for bus stop placement, including relocating an existing bus stop or establishing a new bus stop.
- (b) Topography, vehicular traffic, land use, pedestrian activity, and street conditions will be considered in the placement of bus stops.
- (c) Bus stop spacing will seek a balance between customer preferences for a reasonably fast trip on the bus and a reasonably short walk to/from a bus stop.
- (d) Bus stop establishment, relocation, and removal will be at the discretion of the Authority for the betterment of its customers.

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(e) Bus stops are to be located close to signalized intersections and crosswalks when possible.

(f) The CEO, General Manager/Secretary-Treasurer shall implement and publicize specific standards and guidelines for bus stops to implement this policy. (Res. 2017-58. Passed 7-18-17.)

## CHAPTER 1012

### Service Management

1012.01 Monitoring of service utilization and productivity.  
1012.02 Service Management Plan.

1012.03 Public involvement requirements for service changes.

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#### **1012.01 MONITORING OF SERVICE UTILIZATION AND PRODUCTIVITY.**

(a) The CEO, General Manager/Secretary-Treasurer will monitor the utilization (ridership), productivity (boardings per bus/train hour), and overall network performance of bus and rail services at least annually.

(b) To provide fair comparisons of bus route performance, bus routes are compared with other routes in the same category of service:

- (1) Radial - routes that travel to and from downtown (excluding Park-N-Ride);
- (2) Crosstown - routes that run entirely outside of downtown;
- (3) Park-N-Ride - routes that operate on freeways between downtown and Park-N-Ride lots;
- (4) Trolley - routes that operate a local service traveling entirely within a small, dense area.

(Res. 2017-58. Passed 7-18-17.)

#### **1012.02 SERVICE MANAGEMENT PLAN.**

- (a) An annual Service Management Plan ("Plan") will be submitted to the Board.
  - (1) The Plan will describe changes to fixed-route transit service that the Authority plans to implement within the next fiscal year.
  - (2) The Plan will contain, at minimum, the following sections:
    - A. Current Plans for service;
    - B. Bus Route Performance Summary by Route Category;
    - C. Bus Routes in the Bottom Quartile of Their Route Category.
- (b) Routes that perform in the bottom quartile of their route category will be analyzed for the following potential actions:
  - (1) Schedule adjustments;
  - (2) Service span adjustments;

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- (3) Alignment changes;
- (4) Route discontinuance or consolidation with another route;
- (5) Seeking outside funding opportunities.

(Res. 2017-58. Passed 7-18-17.)

#### **1012.03 PUBLIC INVOLVEMENT REQUIREMENTS FOR SERVICE CHANGES.**

- (a) A public hearing shall be conducted when the Authority is considering a service frequency reduction if the frequency being considered is less than the policy standard in Section 1013.02, Vehicle Headway for Each Mode.
- (b) When considering a permanent removal of all rail service during any time period from a rail station, the following requirements apply:
  - (1) A public hearing shall be conducted if the time period is longer than two hours.
  - (2) Either a public hearing or a community meeting shall be conducted if the time period is longer than one hour.
- (c) When considering a permanent removal of all fixed-route transit service during any time period from a road segment, the following requirements apply:
  - (1) A public hearing shall be conducted if the time period is longer than two hours and the road segment is longer than one mile.
  - (2) Either a public hearing or a community meeting shall be conducted if the time period is longer than one hour and the road segment is longer than one-half mile.
- (d) Public involvement is not required for construction-related service changes, or for changes to special event or seasonal services, non-fixed route services, and subsidized services.
- (e) Any service can be discontinued or changed within thirteen months of implementation without public involvement.
- (f) The Authority recognizes that a series of small service reductions, each not requiring a public hearing, can have the effect of a single large service reduction that requires a public hearing. Therefore, to determine whether a public hearing is required, the contemplated change on a street segment or at a rail station shall be combined with all other changes made on that street segment or at that rail station since the more recent of two dates:

- (1) The date one year before the effective date of the contemplated change;  
or
- (2) The date of the last public-hearing-supported change.

(g) A public hearing will be conducted in accordance with Chapter 214 for changes to service standards and/or policies not addressed above.

(Res. 2017-58. Passed 7-18-17.)



**CHAPTER 1013**  
**Service Standards**

1013.01 Vehicle load for each mode.

1013.02 Vehicle headway for each mode.

1013.03 On-time performance.

1013.04 Service availability for each mode.

**1013.01 VEHICLE LOAD FOR EACH MODE.**

(a) Adherence to the maximum load standards in the table below shall be monitored as follows:

- (1) Passengers are counted at the point on the route where most trips carry the highest load.
- (2) Passenger loads are averaged for thirty-minute intervals during rush hours and sixty-minute intervals during other time periods.
- (3) If one trip has an unusually high load, it shall be excluded from the average.

MAXIMUM LOAD STANDARDS		
Number of Passengers		
SERVICE TYPE	RUSH HOURS	NON-RUSH HOURS
Park-N-Ride	54-63	49-57
Regular Bus (approx. 40-ft.)	54	44
Trolley (approx.. 30-35 ft.)	36	36
Heavy Rail (per car)	142	117
Light Rail (per car)	132	108
Articulated bus (approx.. 60 ft.)	80	65

(Res. 2017-58. Passed 7-18-17.)

**1013.02 VEHICLE HEADWAY FOR EACH MODE.**

Service frequency is based on ridership, but, during each time period that a route operates, the minimum number of trips per hour per direction will be as follows:

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	<u>5 a.m. - 10 p.m.</u>	<u>Other Times</u>
Rail *	2	1
Bus *	1	1

\* = Does not apply to minor branches and special services

To maintain service coverage with limited resources, the Authority may make an exception to the minimums shown above. The Authority will conduct a public hearing before initiating such an exception.

(Res. 2017-58. Passed 7-18-17.)

#### **1013.03 ON-TIME PERFORMANCE.**

(a) The following standard applies to all modes:

- (1) A trip is deemed "late" if it arrives or departs more than five minutes after the scheduled time.
- (2) A trip is deemed "early" if it departs before the scheduled time.
- (3) A trip is deemed "on-time" if it is neither "late" nor "early" as defined above.

(b) The long-term goal is 100 percent "on time"; the near-term goal is eighty percent on-time.

(Res. 2017-58. Passed 7-18-17.)

#### **1013.04 SERVICE AVAILABILITY FOR EACH MODE.**

(a) Transit service availability is critical for providing access to jobs, education, medical care and other activities and opportunities necessary for quality of life.

(b) ADA-certified residents who live within 3/4 mile of bus or rapid transit service can use complementary Paratransit service to access all other areas served by regular transit routes.

(c) Ideally, 365-day bus or rapid transit service should be located near every Cuyahoga County resident. Rapid transit service includes rail and bus rapid transit service.

(d) Resource limitations and low-density settlement patterns currently preclude realization of the ideal.

(e) The Authority will provide 365-day public transit service within 3/4 miles of at least 60 percent of Cuyahoga County residents. Public transit service is any transit service open to the general public, including bus, rail, and bus rapid transit service.

(Res. 2017-58. Passed 7-18-17; Res. 2018-31. Passed 3-27-18; Res. 2018-72. Passed 7-24-18.)

## CHAPTER 1014

### Service Policies

1014.01 Transit amenities.  
1014.02 Vehicle assignment.  
1014.03 Disparate impact.

1014.04 Disproportionate burden.  
1014.05 Facilities.

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#### **1014.01 TRANSIT AMENITIES.**

(a) The Authority seeks to provide seating and shelter at bus stops and rail stations if sufficient space is available and thirty or more daily riders are expected to use the shelter. The Authority considers a canopy to be one form of passenger shelter. The Authority installs and services waste receptacles only on Authority property. Each municipality decides whether to install and service waste receptacles in the public right-of-way.

(b) On Rail/BRT, printed and/or digital service information is attached to walls and shelters if they exist; digital displays are provided at busier stations. On bus routes, printed and/or digital service information is provided at transit centers and Park-N-Ride lots.

(c) Elevators will be installed and maintained to the extent required by the Americans with Disabilities Act. Existing escalators will remain in service unless they become cost-prohibitive to maintain.

(Res. 2017-58. Passed 7-18-17; Res. 2023-60. Passed 7-25-23.)

#### **1014.02 VEHICLE ASSIGNMENT.**

(a) Euclid Corridor vehicles are specially designed for use on the HealthLine with its combination of left-side and right-side stations. These buses may not be utilized on any other route.

(b) Standard articulated buses must be assigned to routes whose schedules have been built for high-capacity buses.

(c) Over-the-road buses have narrow aisles, lack rear doors and are not well suited to regular transit routes where passengers board and alight at the same stop. These vehicles shall be assigned exclusively to Park-N-Ride routes.

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(d) Downtown Trolley service shall have first priority for assignment of "Trolley" branded vehicles. Trolley vehicles can also be assigned to regular bus routes; however, to prevent passenger confusion, these vehicles shall not be operated on non-trolley services in the downtown area.

(e) Standard transit buses shall be assigned to blocks based on the randomly occurring position of the bus in the garage at pull-out time. By avoiding systematic assignment of standard buses to routes, RTA expects to maintain compliance with Title VI (nondiscrimination) regulations. Monitoring will be conducted as required by Title VI to verify compliance.

(Res. 2017-58. Passed 7-18-17; Res. 2023-60. Passed 7-25-23.)

#### **1014.03 DISPARATE IMPACT.**

(a) When considering a fare change and/or major service change, the Authority will conduct a fare and/or service equity analysis. If the fare and/or service equity analysis demonstrates a disparate impact on minority populations, the Authority will revise its plan and reanalyze impacts until analysis shows that the alternative(s) would not have a disparate impact.

(b) Should the impact of any fare change cause the percent change in average fare for minority populations to exceed the percent change in average fare for non-minority populations by more than five percentage points, that impact will be considered a disparate impact.

(c) Should the impact of any major service change require the minority population to bear adverse effects more than ten percentage points greater than those adverse effects borne by the non-minority population, that impact will be considered a disparate impact.

(d) If no alternative can be found that would not have a disparate impact on minority populations, then the Authority may implement the least discriminatory alternative only if:

- (1) The Authority has a substantial legitimate justification for the proposed fare and/or service change, and
- (2) The Authority can show that there are no alternatives that would have a less disparate impact on minority riders but would still accomplish the Authority's legitimate program goal.

(Res. 2017-58. Passed 7-18-17.)

#### **1014.04 DISPROPORTIONATE BURDEN.**

(a) When considering a fare change and/or major service change, the Authority will conduct a fare and/or service equity analysis.

- (1) For the purpose of this policy, the Authority will include in the "low-income" category any person whose median household income is at or below the U.S. Department of Health and Human Services ("HHS") poverty guidelines and everyone whose total household income is less than twenty-five thousand dollars (\$25,000).
- (2) The Authority will periodically reconsider the twenty-five thousand dollar (\$25,000) threshold because of the effects of inflation.

(b) Should the impact of any fare change cause the percent change in the average fare for low-income populations to exceed the percent change in the average fare for non-low-income populations by more than five percentage points, that burden will be considered a disproportionate burden.

(c) Should the impact of any major service change require a low-income population to bear adverse effects more than ten percentage points greater than those adverse effects borne by the non-low-income population, that burden will be considered a disproportionate burden.

(d) If the fare and/or service equity analysis demonstrates a disproportionate burden borne by low-income riders, the Authority will describe alternatives and will avoid, minimize, or mitigate impacts where practicable.

(Res. 2017-58. Passed 7-18-17.)

#### **1014.05 FACILITIES.**

- (a) When making decisions about facilities, the Authority will:
  - (1) Comply with Title VI of the Civil Rights Act of 1964 and all other applicable laws and regulations.
  - (2) Comply with the National Environmental Policy Act, 42 U.S.C. § 4321 et seq. and implementing regulations at 23 CFR Part 771 and with 23 CFR Part 774, Section 4(f).
  - (3) Comply with Section 106 of the National Historic Preservation Act, 54 U.S.C. 300101 et seq. and implementing regulations at 36 CFR Part 800.
  - (4) Evaluate the impact of facilities per Environmental Justice Executive Order 12898 (1994), DOT Order 5610.2(a) (May 2012) and FTA Circular 4703.1.
  - (5) Seek to avoid negative impacts on areas and neighborhoods near the facility.

(b) Where negative impacts cannot be avoided, the Authority will seek to mitigate such impacts.

(Res. 2017-58. Passed 7-18-17.)

[Chapter 1024 begins on Page 37]

**CHAPTER 1024**  
Service Development, Approval, Implementation Process (Repealed)

**EDITOR'S NOTE:** Chapter 1024 was repealed by Resolution 2003-068, passed May 20, 2003.

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CHAPTER 1024  
Service Development, Approval, Implementation Process (Repealed)

EDITOR'S NOTE: Chapter 1024 was repealed by Resolution 2003-068, passed May 20, 2003.

2004 Replacement



**TITLE FOUR - Miscellaneous Service Regulations**

- Chap. 1050. Modification in Service.
- Chap. 1064. Bus Park-and-Ride Facilities Program Procedures. (Repealed)
- Chap. 1066. Promotional Activities. (Repealed)
- Chap. 1080. Service to Activity Centers. (Repealed)
- Chap. 1082. Service to Auxiliary and Reserve Police. (Repealed)
- Chap. 1084. Service to Elderly and Handicapped. (Repealed)
- Chap. 1085. ADA Complementary Paratransit Plan. (Repealed)
- Chap. 1086. Paratransit and Accessible Service Policy.
- Chap. 1087. Transit Oriented Development.
- Chap. 1088. Arts in Transit Program Policy.
- Chap. 1089. Transit Waiting Environment and Community Partner Investment Programs.
- Chap. 1090. Long Range Plan.
- Chap. 1091. Strategic Plan.
- Chap. 1092. Food and Beverage Sales Policy.
- Chap. 1093. Advertising Policy.
- Chap. 1094. Newspaper Dispensing Boxes Policy. (Repealed)
- Chap. 1096. Commitment on Sustainability Policy.
- Chap. 1098. Commitment on Environmental Policy.

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**CHAPTER 1050**  
Modification in Service

**1050.01 Adoption of policy. (Repealed)**

**CROSS REFERENCES**

- Regulation of operation of systems, rates, rentals, or other charges; compliance with undertakings - see 49 U.S.C.A. 1608(d)
- Charter service - see 49 C.F.R. Part 604
- School bus operations - see 49 C.F.R. Part 605
- Transfer of commuter services - see 49 C.F.R. Part 670
- Service to auxiliary and reserve police - see VEH. & OP. 840.07;  
SERV. Ch. 1082
- Service to activity centers - see SERV. Ch. 1080

**1050.01 ADOPTION OF POLICY. (REPEALED)**

(EDITOR'S NOTE: Section 1050.01 was repealed by implication by Resolution 1990-70, passed 4-17-1990.)

CHAPTER 1064  
Bus Park-and-Ride Facilities Program Procedures (Repealed)

EDITOR'S NOTE: Chapter 1064 was repealed by implication by Resolution 2003-068, passed May 20, 2003.

(Text continues on page 71)

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CHAPTER 1066  
Promotional Activities

EDITOR'S NOTE: Chapter 1066 was repealed by Resolution 2024-40, passed May 21, 2024.

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**CHAPTER 1080**  
**Service to Activity Centers (Repealed)**

EDITOR'S NOTE: Chapter 1080 was repealed by implication by Resolution 2003-068, passed May 20, 2003.

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**CHAPTER 1082**  
Service to Auxiliary and Reserve Police

EDITOR'S NOTE: Chapter 1082 was repealed by Resolution 1993-119, passed July 20, 1993. See Section 840.07 of the Vehicles and Operation Code.

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**CHAPTER 1084**  
**Service to Elderly and Handicapped**

**EDITOR'S NOTE:** Chapter 1084 was repealed by Resolution 2020-89, passed November 17, 2020. See Chapter 1086 regarding paratransit and accessible service policy.

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**CHAPTER 1085**  
**ADA Complementary Paratransit Plan**

**EDITOR'S NOTE:** Chapter 1085 was repealed by Resolution 2020-89, passed November 17, 2020. See Chapter 1086 regarding paratransit and accessible service policy.

2021 Replacement



## CHAPTER 1086

### Paratransit and Accessible Service Policy

1086.01 Purpose; scope.  
1086.02 General policies.

1086.03 Implementation.  
1086.04 Administrative procedures.

#### CROSS REFERENCES

Americans With Disabilities Act - see 42 U.S.C.A. 12101 et seq.  
Americans with Disabilities Act Accessibility Specifications for Transportation Vehicles - see 49 C.F.R. Part 38  
Transportation for elderly and handicapped persons - see 49 C.F.R. Part 609  
Americans With Disabilities Act Guidance - see FTA Circular 4710.1  
Topic Guides on ADA Transportation - see <https://dredf.org/ADAtg/index.shtml>  
Fares for senior citizens and individuals with disabilities - see VEH. & OP. 840.03

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#### **1086.01 PURPOSE; SCOPE.**

(a) This policy is to guide Authority activities relative to its various service modes so as to culminate in full system accessibility for individuals with disabilities.

(b) The Authority's Paratransit service is a "shared ride", origin-to-destination service available for those who, due to a functional disability or condition, are unable to use the fixed-route system. Eligibility may be unconditional, temporary, or under certain conditions. Federal regulations define the ADA paratransit service area as being within three-fourths mile of a local fixed route when that route is in operation. (Res. 1991-23. Passed 1-22-91.)

(c) The Authority will provide a "shared ride" service for grandfathered Community Responsive Transit riders who were born on or before December 31, 1931.

(d) The Authority will provide a "shared ride" service for trips that are five miles or less in length for individuals who, due to a functional disability or condition, are unable to use the fixed-route system and live beyond the three-fourths mile radius. (Res. 2020-89. Passed 11-17-20.)

#### **1086.02 GENERAL POLICIES.**

(a) Integrated Accessible Transit Network. The continuing development of the Authority's accessible transit system should be guided by the same principles of distribution as apply to general public services. Fixed rail and bus services should be the primary service modes available to all disabled persons who are functionally

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capable of using these modes. Paratransit service should supplement the fixed route network and its capacity dedicated to those persons who are unable to use the fixed route network due to their ADA recognized disability.

(b) Community Participation. The Authority's efforts to implement full accessibility should consider the interests and needs of the community through activities such as public meetings and advisory committees.

(Res. 2020-89. Passed 11-17-20.)

#### **1086.03 IMPLEMENTATION.**

(a) Eligibility for Paratransit service will be determined in accordance with the Americans with Disabilities Act and other applicable laws.

(b) Staff will work under administrative procedures and in compliance with current applicable laws.

(Res. 2020-89. Passed 11-17-20.)

#### **1086.04 ADMINISTRATIVE PROCEDURES.**

(a) The General Manager, CEO is authorized to adopt procedures to implement this policy and shall ensure that a Paratransit Customer Handbook is maintained. The Paratransit Customer Handbook shall reflect the most up-to-date administrative laws, industry best practices, FTA guidance, and Department of Justice guidance.

(b) The Paratransit Customer Handbook shall replace the ADA Complementary Paratransit Plan enacted in Resolution No. 1992-045, and subsequently revised in Resolution Nos. 1995-009, 1997-033 and 2003-140.

(Res. 2020-89. Passed 11-17-20.)

**CHAPTER 1087**  
**Transit Oriented Development**

1087.01 Policy goals.

1087.03 Existing Regulations.

1087.02 Implementation; Authority.

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**1087.01 POLICY GOALS.**

This policy sets forth the following goals:

- (a) To create high quality private or public development that is sensitive to the existing built environment;
- (b) To create development that promotes and enhances transit ridership by planning uses that are “transit-oriented” and that provide maximum linkages between the GCRTA Transit Facility and the development for transit patrons, pedestrians and bicycles;
- (c) To reduce auto use and congestion through encouragement of transit-linked development;
- (d) To create value to GCRTA based on a fair market return on public investment, future revenue streams, additional taxes, and reduction in the cost of the site construction for GCRTA;
- (e) Development that maximizes the highest and best use of the real estate based on land use and economic development goals of the surrounding community and conforming to local and regional development plans;
- (f) To create value to the neighborhood, the developer and GCRTA through intensive, high quality development.

(Res. 2007-54. Passed 3-27-07.)

**1087.02 IMPLEMENTATION; AUTHORITY.**

(a) This policy further sets out the following strategy that GCRTA will work collaboratively with stakeholders and local jurisdictions (as appropriate) adjacent to its transit facilities to proactively promote and develop locations, plans and designs that maximize the benefits of the transit linkage. This effort will include community involvement and participation in the planning process.

(b) This policy provides authority to solicit proposals, accept proposals, and request funding for Joint Development activities.

(c) The policy provides direction to complete an evaluation of GCRTA real estate to maximize their economic value.  
(Res. 2007-54. Passed 3-27-07.)

**1087.03 EXISTING REGULATIONS.**

This policy does not mean to alter, amend, or take precedence over applicable guidance, FTA regulations, local, state, or federal statute.  
(Res. 2007-54. Passed 3-27-07.)

**CHAPTER 1088**  
**Arts in Transit Program Policy**

1088.01 Purpose and scope.	1088.04 Budget.
1088.02 Policies; art projects.	1088.05 Conflicts of interest.
1088.03 Implementation; Committee.	

**CROSS REFERENCES**

Approval of projects for acquisition, construction, and improvement of facilities and equipment, and payment of operating expenses; terms and conditions; regulations - see 49 U.S.C.A. 1604(d)

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**1088.01 PURPOSE AND SCOPE.**

The purpose of this policy is to guide the activities of a public art program within the Authority. This policy incorporates all forms of art media as they impact the Authority's public transportation system.

(Res. 1991-172. Passed 8-20-91; Res. 2016-73. Passed 8-16-16.)

**1088.02 POLICIES; ART PROJECTS.**

(a) Visual, functional, performing and landscape art will be incorporated into as many Authority facilities, as is possible. This includes, but is not limited to, rail stations, passenger facilities, operating facilities and passenger vehicles.

(b) All art projects will be undertaken with the cooperation of the local arts community and the neighborhood surrounding any fixed facility being considered.

(c) Selection processes that ensure fair practices among art entries and reviews will be used for all Authority public art projects.

(d) Any art project or artistic treatment undertaken pursuant to this policy will become the sole property of the Authority.

(e) The public art installations shall meet all safety standards as established by the Authority.

(Res. 1991-172. Passed 8-20-91; Res. 2002-184. Passed 11-18-02; Res. 2016-73. Passed 8-16-16.)

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**1088.03 IMPLEMENTATION; COMMITTEE.**

(a) The CEO, General Manager/Secretary-Treasurer will administer an Arts in Transit Program within the Authority.

(b) Committee.

- (1) The CEO, General Manager/Secretary-Treasurer will designate a committee ("Committee") of individuals with interest and expertise in the arts and humanities.
- (2) Committee members will be asked to donate their time and will be paid for travel and out-of-pocket expenses consistent with established Authority policies and procedures.

(Res. 1991-172. Passed 8-20-91; Res. 2002-184. Passed 11-18-02; Res. 2016-73. Passed 8-16-16.)

**1088.04 BUDGET.**

Staffing, administration and material costs of the Arts in Transit Program will be determined through the established Authority budgeting process.

(Res. 1991-172. Passed 8-20-1991; Res. 2016-73. Passed 8-16-16.)

**1088.05 CONFLICTS OF INTEREST.**

(a) Any participant taking part in an Authority public art project, including program development, project process, focus group sessions, proposal review, or jury selection are ineligible to submit entries on Authority public art projects.

(b) All paid and non-paid artists participating in focus groups or final design sessions for identifying public art opportunities, types of mediums and developing project criteria are ineligible for submitting entries for art projects supported by their assistance during project development.

(c) Committee members and sub-committee members are ineligible to submit entries for public artwork on projects supported by their assistance during project development. Current Committee members desiring to submit artwork for any Authority public art project, must resign from the Committee for the duration of the project process. Committee members can resubmit an application for membership reconsideration six months after project completion.

(Res. 2002-184. Passed 11-18-02; Res. 2016-73. Passed 8-16-16.)

**CHAPTER 1089**  
**Transit Waiting Environment and Community**  
**Partner Investment Programs**

1089.01 Purpose and scope.	1089.04 Maintenance of City-owned shelters.
1089.02 Transit Waiting Environment Program.	1089.05 Administrative procedures.
1089.03 Community Partner Investment Program.	

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**1089.01 PURPOSE AND SCOPE.**

To improve the comfort of the Authority's passengers, make transfers easier with informational signage and provide improved passenger amenities in areas where passengers wait for the Authority's service.

(Res. 2019-35. Passed 3-26-19.)

**1089.02 TRANSIT WAITING ENVIRONMENT PROGRAM.**

(a) The General Manager, CEO may enter into agreements to provide for improvements of the areas where the Authority's passengers wait. These improvements may include new and enhanced shelters, seating, lighting, bicycle parking, trash receptacles, landscaping, enhanced information, and public art.

(b) Agreements may be funded with either Federal funds or the Authority's local funds. Agreements shall comply with all legal requirements of the funding source(s).

(c) Any agreement for an amount in excess of fifty thousand dollars (\$50,000) shall be submitted to the Board of Trustees for approval.

(d) The General Manager, CEO may establish procedures to carry out this program.

(Res. 2019-35. Passed 3-26-19.)

**1089.03 COMMUNITY PARTNER INVESTMENT PROGRAM.**

(a) The General Manager, CEO may enter into agreements with a person or entity ("community partner") desiring to subsidize the cost of improvements of the areas where the Authority's passengers wait. These improvements may include new and enhanced shelters, seating, lighting, informational signage, and other amenities.

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(b) The agreements may provide for the Authority to purchase enhancements and pass along the cost of those enhancements, plus a maintenance charge, to the community partner. The funds collected as maintenance charges will be accumulated and used for repairs to the Authority's shelters and upgrades to the Authority's transit waiting environments.

(c) Any agreement for an amount in excess of fifty thousand dollars (\$50,000) shall be submitted to the Board of Trustees for approval.

(d) The General Manager, CEO may establish procedures to carry out this program.

(Res. 2019-35. Passed 3-26-19.)

#### **1089.04 MAINTENANCE OF CITY-OWNED SHELTERS.**

(a) The General Manager, CEO may enter into agreements with other political subdivisions to maintain shelters and enhancements owned by those political subdivisions.

(b) The agreements may provide for GCRTA to collect a maintenance fee.

(c) Any agreement for an amount in excess of fifty thousand dollars (\$50,000) shall be submitted to the Board of Trustees for approval.

(Res. 2019-35. Passed 3-26-19.)

#### **1089.05 ADMINISTRATIVE PROCEDURES.**

The General Manager, CEO may establish procedures to carry out these programs.

(Res. 2019-35. Passed 3-26-19.)

## CHAPTER 1090

### Long Range Plan

**EDITOR'S NOTE:** This chapter, previously a Codification of Resolution 1993-81, passed April 20, 1993, which adopted Transit 2010, the Authority's Long Range Plan, was re-enacted in its entirety by Resolution 1998-23, passed February 17, 1998, which adopted a revised Long Range Plan.

Resolution 2004-162, passed December 21, 2004, adopted the Transit 2025 update.

1090.01 Adoption; purpose.	1090.03 Amendments.
1090.02 Incorporation into the transportation plan of the Northeast Ohio Areawide Coordinating Agency.	1090.04 Implementation.

#### CROSS REFERENCES

Affirmative Action and Disadvantaged Business Enterprise/Women's Business Enterprise Program - PERS. Ch. 620  
 ADA Complementary Paratransit Plan - see SERV. Ch. 1085

#### **1090.01 ADOPTION; PURPOSE.**

The Greater Cleveland Regional Transit Authority's Long Range Plan shall serve as a conceptual guide for long and short-term public transit plans and improvements in Cuyahoga County.

(Res. 1998-23. Passed 2-17-98; Res. 2004-162. Passed 12-21-04; Res. 2016-74. Passed 8-16-16.)

#### **1090.02 INCORPORATION INTO THE TRANSPORTATION PLAN OF THE NORTHEAST OHIO AREAWIDE COORDINATING AGENCY.**

The appropriate project elements of the Long Range Plan shall be incorporated into the transit element of the region's long-range transportation plan maintained by the Northeast Ohio Areawide Coordinating Agency, the region's metropolitan planning organization.

(Res. 1998-23. Passed 2-17-98; Res. 2004-162. Passed 12-21-04.)

2018 Replacement

**1090.03 AMENDMENTS.**

The Long Range Plan shall continue to receive periodic reviews/updates in order to reflect Authority priorities in meeting the travel needs of Cuyahoga County's citizens and visitors.

(Res. 1998-23. Passed 2-17-98; Res. 2004-162. Passed 12-21-04.)

**1090.04 IMPLEMENTATION.**

The CEO, General Manager/Secretary-Treasurer may take those steps necessary to carry out the implementation of changes and improvements called for in the Long Range Plan, subject to budgetary appropriations and project authorizations by the Board of Trustees.

(Res. 1998-23. Passed 2-17-98; Res. 2004-162. Passed 12-21-04; Res. 2016-74. Passed 8-16-16.)

## CHAPTER 1091 Strategic Plan

1091.01 Adoption; purpose. 1091.03 Amendments.  
1091.02 Implementation.

### CROSS REFERENCES

Affirmative Action and Disadvantaged Business Enterprise/Women's  
Business Enterprise Program - PERS Ch. 620  
ADA Complementary Paratransit Plan - see SERV. Ch. 1085

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#### **1091.01 ADOPTION; PURPOSE.**

There is hereby adopted a Strategic Planning Process ("SPP") for the Authority. The SPP will result in the creation of (1) a Strategic Plan, which shall serve as a conceptual guide for budget and capital planning; and (2) a process for tracking the Authority's progress towards changes and improvements called for in the Strategic Plan.

(Res. 2016-75. Passed 8-16-16.)

#### **1091.02 IMPLEMENTATION.**

The CEO, General Manager/Secretary-Treasurer shall take those steps necessary to carry out the implementation of changes and improvements called for in the Strategic Plan, subject to budgetary appropriations by the Board of Trustees of the Greater Cleveland Regional Transit Authority.

(Res. 2016-75. Passed 8-16-16.)

#### **1091.03 AMENDMENTS.**

The Strategic Plan shall be reviewed and updated by the Executive Management Team and Board of Trustees of the Greater Cleveland Regional Transit Authority every two years.

(Res. 2016-75. Passed 8-16-16.)

2018 Replacement



**CHAPTER 1092**  
**Food and Beverage Sales Policy**

1092.01 Purpose.  
1092.02 Application.

1092.03 Policy.

**CROSS REFERENCES**

Misconduct involving a public transportation system - see Ohio R.C. 2917.41

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**1092.01 PURPOSE.**

The purpose of the policy set forth in this chapter is to regulate the sale of food and beverage at Authority facilities. The Authority's policy strives to balance providing customer amenities and revenue generation with increased safety and maintenance responsibilities created by such activities.

(Res. 1996-124. Passed 9-17-96; Res. 2016-91. Passed 9-27-16.)

**1092.02 APPLICATION.**

The policy set forth in this chapter shall govern the sale of food and beverages at Authority facilities. This policy shall apply to all present and future bus and rail passenger facilities, including rapid transit stations, park-n-ride lots and transit centers.

(Res. 1996-124. Passed 9-17-96; Res. 2016-91. Passed 9-27-16.)

2017 Replacement

**1092.03 POLICY.**

(a) The sale of food and beverages at Authority facilities shall be governed by the following policy:

- (1) The sale of food and beverages to the general public will be allowed from lunch counters, restaurants and food service areas inside the facility that are part of the Authority structure.
- (2) The sale of food and beverages from vending machines will be permitted at operating facilities for employee usage. The installation of vending machines at passenger facilities will be permitted on a case-by-case basis, as determined by the CEO, General Manager/Secretary-Treasurer.
- (3) All lessees and/or licensees of Authority facilities which operate as a food service must post signs at the point of vending or cash register and exit door(s) that the consumption of food and beverages on Authority vehicles or within posted areas of passenger facilities is prohibited by law.
- (4) The sale of food and beverages to the general public from cars, vans, wagons, movable stands, etc. at Authority passenger facilities, may be permitted on a case by case basis, as determined by the CEO, General Manager/Secretary-Treasurer.

(b) The consumption of food and/or beverages in areas where they are clearly marked as being prohibited is a criminal offense of misconduct involving a public transportation system, pursuant to Ohio R.C. 2917.41.

(Res. 1996-124. Passed 9-17-96; Res. 2016-91. Passed 9-27-16.)

CHAPTER 1093  
Advertising Policy

1093.01 Advertising on Authority  
Property

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**1093.01 ADVERTISING ON AUTHORITY PROPERTY.**

(a) The Authority seeks to support a healthy and vibrant community through its brand and advertising. The Authority intends to maintain a safe and welcoming environment for all Authority passengers and members of the community, including minors, without regard to race, color, marital status, sexual orientation, religion, national origin, ancestry, age, sex, gender identity, disability, medical condition, or military status.

(b) The Authority will maintain a professional advertising environment in all advertising spaces, including physical, audio and digital spaces, and manage the advertising program in a manner that will ensure that advertising: (1) does not discourage the use of or disrupt the operation of the transit system, (2) does not diminish the Authority's reputation in the community or the goodwill of its passengers, (3) does not express an opinion, that might be attributed to the Authority, regarding political, religious or other issues that are the subject of public debate, (4) protects passengers, bystanders, employees, vehicles, facilities, and other equipment from physical harm, (5) aids the Authority in retaining current and building new transit ridership, and (6) is consistent with its Mission.

(c) The Authority's advertising space is a non-public forum, which means that it has not been traditionally open to speech and debate in the same manner as public parks and city streets have been.

(d) The Authority will permit the following types of advertising: (1) commercial advertising; (2) advertising related to the Authority's transit operations; (3) paid or unpaid public service announcements and (4) paid political advertising.

(e) The Authority will not permit the following types of advertising: (1) advertising that contains material that discriminates on the basis of race, color, marital status, sexual orientation, religion, national origin, ancestry, age, sex, gender identity, disability, medical condition, or military status; (2) alcohol, marijuana, tobacco products and related products and services; (3) profanity; (4) violence; (5)

unlawful goods, services or conduct; (6) sexual activity, products or sexually-oriented services; (7) firearms; (8) gambling; (9) unauthorized endorsements; (10) false, misleading, libelous or deceptive advertising; (11) copyright infringements, trademark violations or otherwise unlawful advertising; (12) advertising tending to impede transit safety or disrupt traffic; (13) unclear identification of the advertiser; and (14) unpaid advertising.

(f) The Authority will determine the interior and exterior spaces that will serve as appropriate locations for all advertising. The Authority reserves the right to modify, change, or alter the locations and sizes of the available advertisement spaces. The placement and size of any advertisement shall be at the sole discretion of the Authority.

(g) The Authority may, at the sole discretion of the General Manager, Chief Executive Officer, cause to be removed any advertising that does not conform to this Policy.

(h) The General Manager, Chief Executive Officer is authorized to issue and amend procedures to implement this policy without further approval of the Board of Trustees.

(Res. 2023-44. Passed 6-27-23.)

**CHAPTER 1094**  
**Newspaper Dispensing Boxes Policy**

**EDITOR'S NOTE:** Chapter 1094 was repealed by Resolution 2024-40, passed May 21, 2024.

[Chapter 1096 begins on Page 99]

2025 Replacement



**CHAPTER 1096**  
**Commitment on Sustainability Policy**

1096.01 Policy statement.

1096.02 Application of Policy.

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**1096.01 POLICY STATEMENT.**

(a) The following sustainability statement and commitments were developed to evolve best practices on sustainability at the Greater Cleveland Regional Transit Authority (GCRTA).

(b) The Authority is committed to protecting the environment as it provides public transit services to northeast Ohio. We will provide sound business practices that integrate sustainable principles throughout every level of operation to create a healthier and livable environment for our customers and the community we serve. We will strive to provide the following environmental commitments:

- (1) Communicate and advance the use of environmental practices throughout GCRTA.
- (2) Make environmental concerns an integral part of planning and decision-making processes and implement effective environmental programs.
- (3) Reduce greenhouse gas emissions and increase energy efficiencies throughout its transit operations and facilities.
- (4) Prevent pollution and conserve resources by reducing waste, creating better disposal options, recycling and procure new and better products and technologies.
- (5) Educate the community and our customers on the environmental benefits of public transit, and encourage biking, walking, carpooling and van pooling.
- (6) Provide quality sustainable public spaces and amenities around our transit stations and bus shelters to promote walking and bicycle accessibility for link trip options.
- (7) Encourage the use of transit as a viable, environmentally friendly, sustainable commuting choice.
- (8) Incorporate sustainability and green building principles throughout the planning, design, construction and operations of our facilities.
- (9) Continue to explore and implement renewable energy solutions to reduce energy consumptions at our facilities.

2016 Replacement (N/C)

(10) Adhere to all State and Federal EPA regulations, standards and monitoring methods regarding environmental quality.  
(Res. 2010-67. Passed 9-21-10.)

**1096.02 APPLICATION OF POLICY.**

This Policy applies to all employees, departments and facilities throughout the Authority. Participation of everyone is required in order to meet the commitments set forth in this Policy.  
(Res. 2010-67. Passed 9-21-10.)

**CHAPTER 1098**  
**Commitment on Environmental Policy**

1098.01 Policy statement.

1098.02 Application of Policy.

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**1098.01 POLICY STATEMENT.**

GCRTA is committed to protecting the environment as it provides public transit services to Northeast Ohio. The Authority utilizes sound business practices that measure and improve our environmental and sustainability performance and makes the following environmental commitments:

- (a) Communicate and advance the use of environmental practices throughout GCRTA.
- (b) Comply with all applicable local, state, federal, and other environmental laws, regulations, standards and monitoring requirements.
- (c) Incorporating environmental responsibility into business operations by planning for environmental protection, reviewing and developing policies, providing resources, setting targets, and reviewing and auditing performance.
- (d) Prevention of pollution and conservation of resources, by reducing energy and water consumption, increasing reuse and recycling, and procuring sustainable products and technologies.

(Res. 2013-108. Passed 10-22-13; Res. 2014-110. Passed 10-21-14; Res. 2017-101. Passed 11-21-17; Res. 2019-123. Passed 12-17-19; Res. 2023-79. Passed 9-26-23.)

**1098.02 APPLICATION OF POLICY.**

This policy applies to all employees, departments and functions throughout the Authority. Full participation by all staff is required in order to meet the commitments set forth in this policy. This policy will be communicated to all persons, including contractors and vendors, working for or on behalf of GCRTA.

(Res. 2013-108. Passed 10-22-13; Res. 2014-110. Passed 10-21-14; Res. 2017-101. Passed 11-21-17; Res. 2023-79. Passed 9-26-23.)

2024 Replacement



**Greater Cleveland  
Regional Transit Authority**

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**Fiscal Year 2025  
Service Management Plan**

**November 19, 2024**

**Operations Division  
Service Management Department**

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## **Section 1: Introduction**

The FY 2025 Service Management Plan (SMP) is a companion document to the recommended 2025 Operating and Capital Budget. As required by policy, the SMP reports the current performance of all RTA bus routes and outlines plans for service levels and service changes anticipated in 2025. This year's report presents route performance in the first two quarters (first half) of 2024.

See charts in Appendix

## **Section 2: Plans for 2025**

The recommended 2025 budget will enable RTA to sustain the year-end 2024 service level through 2025.

Service plans for 2025 include the following elements:

1. Staff will continue to monitor the system performance and make minor adjustments.
2. Service resources will be reallocated to offset detours and delays due to building, road, and bridge construction projects.
3. Temporary service will be operated to support rail construction projects and major special events.
4. Staff will continue to adjust bus stops to improve safety and informational signs.
5. Staff will continue working to improve transit waiting environments at high-usage bus stops and along priority corridors designated in the Strategic Plan.
6. Even where a shelter may not be warranted, staff will seek to improve stop conditions with concrete landing pads to benefit all riders, especially for riders with mobility impairments.
7. Staff will develop prioritization of frequency improvements to be implemented as budget permits.
8. Efforts to improve systemwide service reliability will continue.
9. The plan does not call for an increase in budgeted hours and miles.

### **Section 3: Bus Route Performance Summary**

Each year, the Service Management Plan includes an analysis of bus route productivity. RTA uses five indicators to measure route productivity:

- Boardings per revenue vehicle hour
- Boardings per revenue vehicle trip
- Boardings per revenue vehicle mile
- Boardings per total vehicle hour
- Boardings per total vehicle mile

To provide fair comparisons of route performance, bus routes are compared with other routes in the same category of service. The categories are:

- Radial – local routes operating to and from downtown.
- Crosstown/Feeder – routes that do not travel downtown, but typically connect with radial bus routes or rapid transit.
- Park-N-Ride – service operating on freeways between park-n-ride lots and downtown during rush hours.
- Downtown Trolley – local service traveling entirely within the downtown area.

Policy requires that the Service Management Plan include analysis of current bus route performance. Service statistics recorded between January 1 and June 30, 2024, were used to analyze current bus route performance.

#### **Section 4: Bus Routes in the Bottom Quartile of Their Route Category**

By policy, RTA staff must identify every route whose utilization, in boardings per revenue vehicle hour (B/VH), is low in relation to other routes in its route category. Routes in the bottom quartile of each route category are listed below. The number in parentheses next to each route is the number of boardings per "revenue vehicle hour" (i.e., in-service vehicle hour) for the route. Detailed route performance statistics are included in the Appendix.

##### **Radial (Category Average = 19)**

#55/55B/55C Cleveland State Line (13)  
#71 Pearl - Tiedeman (12)  
#90 Broadway - Libby (11)  
#8 Cedar - Buckeye (10)  
#77 Brecksville (6)

##### **Crosstown/Feeder (Category Avg. = 15)**

#83 Warren - W.130 (9)  
#86 Rocky River Dr - Bagley (9)  
#54 Brookpark - Rockside (8)  
#34 E. 200 - Green (8)  
#35 Lee – E 123 (7)

## Appendix - Route Performance Tables

### Total Radial Route Performance

From 1/1/24 through 6/30/24

Sorted by Boardings per Revenue Hour

Route	Ridership by Route		Vehicle Statistics						Route Performance Indicators				
	Boardings	% Contribution	Revenue Trips	Revenue Hours	Revenue Miles	Total Hours	Total Miles	Boardings per Revenue Trip	Boardings per Revenue Hour	Boardings per Revenue Mile	Boardings per Total Hour	Boardings per Total Mile	
HealthLine	994,262	13.4%	30,578	23,754	206,249	23,037	206,316	32.5	41.9	4.6	41.5	4.6	
8 Superior	419,620	6.5%	22,524	15,766	155,811	15,005	156,430	18.6	26.6	2.7	26.4	2.7	
22 Lorain	522,654	8.1%	22,165	23,602	244,584	24,632	261,317	23.6	22.1	2.6	21.2	1.9	
1 St. Clair	324,440	5.0%	21,024	15,621	160,259	16,344	174,796	14.8	20.4	1.9	19.9	1.9	
9 Mayfield - Hough	367,158	5.7%	14,028	18,626	228,692	18,502	250,067	26.2	18.7	1.8	18.8	1.5	
51/51A MetroHealth Line	478,813	7.4%	23,410	24,373	310,809	23,700	337,320	20.5	19.6	1.5	18.8	1.4	
14/14A Kinsman	534,644	8.3%	23,184	26,260	354,033	30,007	385,232	22.1	18.8	1.5	17.8	1.4	
11 Quincy - Cedar	311,858	4.8%	14,078	15,348	184,210	17,317	185,944	22.2	18.6	1.7	18.0	1.6	
19/19A/19B Broadway	450,860	7.0%	25,169	27,294	351,172	29,062	382,132	19.4	18.5	1.5	19.5	1.2	
26/26A Detroit	434,428	6.7%	21,824	26,734	329,303	27,812	345,697	19.8	18.2	1.3	15.7	1.3	
15 Union - Harvard	369,443	6.2%	20,818	25,474	296,512	27,193	327,013	19.4	15.7	1.3	14.7	1.2	
45 Ridge - Fulton	206,405	3.2%	12,892	13,801	198,897	14,037	171,331	16.5	13.0	1.3	14.2	1.2	
25 Madison - Clark	241,353	3.7%	13,377	17,263	209,724	18,000	220,451	17.6	13.5	1.2	13.0	1.1	
39 Lakeshore	47,330	0.7%	3,208	3,254	36,953	4,414	78,072	14.3	13.4	0.8	10.8	0.8	
58/58A MetroHealth - Broadview	194,848	3.0%	8,178	8,042	125,508	8,028	156,307	12.8	13.0	0.8	11.8	0.7	
55/55B/55C Cleveland State Line	224,421	3.5%	12,658	17,842	263,675	18,001	317,005	17.7	12.6	0.9	11.2	0.7	
71 Pearl - Tiedeman	155,583	2.4%	9,300	13,237	187,385	14,285	206,032	16.7	11.8	0.8	10.9	0.7	
90 Broadway - Libby	142,877	2.2%	10,778	13,085	230,017	13,088	251,738	13.3	10.8	0.8	10.3	0.8	
8 Cedar - Buckeye	57,283	0.9%	5,718	5,379	45,778	5,822	50,260	10.1	10.3	1.3	9.9	1.1	
77 Brecksville	50,948	0.8%	8,128	7,951	156,413	8,645	176,845	6.3	8.4	0.3	5.9	0.3	
<b>Total</b>	<b>8,472,325</b>	<b>100.0%</b>	<b>352,095</b>	<b>347,575</b>	<b>4,286,777</b>	<b>366,538</b>	<b>4,669,104</b>	<b>20.1</b>	<b>18.6</b>	<b>1.5</b>	<b>17.7</b>	<b>1.4</b>	

## Appendix - Route Performance Tables

### Total Crosstown/Feeder Route Performance

From 1/1/24 through 6/30/24

Sorted by Boardings per Revenue Hour

Route	Ridership by Route		Vehicle Statistics					Route Performance Indicators				
	Boardings	% Contribution	Revenue Trips	Revenue Hours	Revenue Miles	Total Hours	Total Miles	Boardings per Revenue Trip	Boardings per Revenue Hour	Boardings per Revenue Mile	Boardings per Total Hour	Boardings per Total Mile
28/28A Euclid	350,864	11.9%	24,188	16,086	172,086	16,247	174,106	14.5	81.8	2.0	21.8	2.6
10 E. 105 - Lakeshore	89,376	2.2%	23,072	31,071	386,874	32,800	414,420	37.5	29.8	1.7	18.8	1.8
41/41F Warrensville	466,009	16.6%	17,313	24,881	344,273	23,791	365,910	26.8	26.1	1.4	19.2	1.4
16 E. 55	88,517	2.3%	4,209	4,129	4,304	52,355	52,355	18.3	16.8	1.5	15.6	1.3
31 St. Clair - Babbitt	173,023	5.9%	14,260	10,870	121,451	10,746	121,874	12.2	78.4	1.4	16.3	1.4
40 Lakeview - Lee	162,062	6.5%	11,832	13,311	161,719	13,888	170,097	18.5	14.4	1.2	13.8	1.1
37 Hayden - E. 185	104,666	3.5%	10,709	8,003	88,856	8,071	88,075	9.7	13.1	1.2	13.0	1.2
78 W. 117 - Painesville	159,390	5.4%	12,780	12,384	145,874	13,080	151,307	12.5	12.7	1.1	12.2	1.1
48 E. 181	171,276	5.8%	14,312	14,099	131,271	14,843	141,258	11.8	12.1	1.3	11.9	1.2
94 E. 200 - Richmond	75,881	2.6%	5,780	6,873	93,002	7,243	102,258	13.1	11.0	0.8	10.5	0.7
2 E. 79	38,718	1.3%	3,840	3,783	46,481	3,870	52,011	10.1	10.2	0.8	9.8	0.7
50 E. 116	51,653	1.7%	5,460	5,262	53,874	5,862	58,885	9.4	9.6	1.0	9.1	0.9
18 W. 98 - Garfield	93,875	3.2%	7,088	10,177	119,488	10,473	125,073	13.2	8.2	0.8	9.0	0.7
77/A Monticello	68,268	2.3%	10,412	7,481	90,446	7,885	93,434	8.6	9.1	0.8	8.9	0.7
83 Warren - W. 180	104,333	3.5%	11,782	11,528	161,882	12,087	171,017	8.8	9.1	0.8	8.8	0.8
80 Rocky River Dr - Bagley	48,009	1.6%	5,480	5,386	85,310	5,848	90,583	8.8	8.8	0.8	8.5	0.5
54 Brookpark - Rockside	45,749	1.5%	5,824	5,714	77,153	6,084	84,787	7.9	8.0	0.8	7.5	0.5
34 E. 200 - Green	33,095	1.1%	3,980	4,423	33,878	4,008	36,159	8.3	7.5	0.8	7.2	0.8
35 Lee - E. 123	25,309	0.9%	4,084	3,454	30,803	3,462	31,128	5.2	7.3	0.8	7.2	0.8
Total	2,953,186	100.0%	195,030	195,811	2,414,483	208,889	2,540,005	14.9	14.9	1.2	14.3	1.2

## Appendix - Route Performance Tables

### Total Route Performance by Route Category

From 1/1/24 through 6/30/24

No Sorting

Route Category	Ridership by Route		Vehicle Statistics						Route Performance Indicators				
	Boardings	% Contribution	Revenue Trips	Revenue Hours	Revenue Miles	Total Hours	Total Miles	Boardings per Revenue Trip	Boardings per Revenue Hour	Boardings per Revenue Mile	Boardings per Total Hour	Boardings per Total Mile	
Radial	6,477,205	66.0%	322,085	347,575	4,286,777	368,530	4,888,104	20.1	18.8	1.5	17.7	1.4	
Crosstown/Feeder	2,933,188	31.0%	169,030	198,811	2,414,460	208,069	2,549,008	14.9	14.9	1.2	14.3	1.2	
251 Strongsville Park-n-Ride	25,961	0.3%	1,538	1,448	34,446	2,734	71,065	18.8	17.8	0.7	8.5	0.4	
B-Line Trolley	42,332	0.4%	12,608	3,190	17,788	3,360	21,459	3.3	13.3	2.4	12.5	2.0	
Uncategorized and Misc.	31,148	0.3%	4,058	1,793	21,822	1,842	22,860	7.7	17.4	1.4	16.9	1.4	
<b>Total</b>	<b>9,534,634</b>	<b>100.0%</b>	<b>538,645</b>	<b>552,817</b>	<b>6,778,671</b>	<b>561,181</b>	<b>7,353,118</b>	<b>17.7</b>	<b>17.2</b>	<b>1.4</b>	<b>16.4</b>	<b>1.3</b>	

<sup>1</sup>Note: Uncategorized and Misc. primarily refers to rail replacement bus service for Red/Blue/Green Lines

**Table Identifying Each Tract with its Minority/Non-Minority and Low-Income/Non-Low-Income Composition**

STATEFP	COUNTYFP	TRACTCE	GEOID	NAME	NAMESAD	Per_LOW	LOWINCOME	Per_MIN	MINORITY	MINLOW	Shape_Length	Shape_Area
39	035	175109	39035175109	1751.09	Census Tract 1751.09	6.4	NON_LOW	6.4	NONMIN	NON_MINLOW	0.082065898	0.000387115
39	035	175110	39035175110	1751.10	Census Tract 1751.10	18	NON_LOW	18	NONMIN	NON_MINLOW	0.103823243	0.000597248
39	035	190506	39035190506	1905.06	Census Tract 1905.06	21.6	NON_LOW	21.6	NONMIN	NON_MINLOW	0.212424182	0.001027139
39	035	172105	39035172105	1721.05	Census Tract 1721.05	50.4	LOW	50.4	MIN	MINLOW	0.03884863	8.3397E-05
39	035	152605	39035152605	1526.05	Census Tract 1526.05	79.6	LOW	79.6	MIN	MINLOW	0.104652443	0.000438629
39	035	160604	39035160604	1606.04	Census Tract 1606.04	16.4	LOW	16.4	NONMIN	MINLOW	0.045093268	0.000106694
39	035	136104	39035136104	1361.04	Census Tract 1361.04	27.8	NON_LOW	27.8	NONMIN	NON_MINLOW	0.133046497	0.000839915
39	035	197700	39035197700	1977	Census Tract 1977	44.5	LOW	44.5	MIN	MINLOW	0.05725866	0.000180908
39	035	197800	39035197800	1978	Census Tract 1978	20.6	NON_LOW	20.6	NONMIN	NON_MINLOW	0.094480919	0.000229802
39	035	197600	39035197600	1976	Census Tract 1976	74.8	LOW	74.8	MIN	MINLOW	0.051649542	0.000108236
39	035	196800	39035196800	1968	Census Tract 1968	49.6	LOW	49.6	MIN	MINLOW	0.074901233	0.000226512
39	035	197900	39035197900	1979	Census Tract 1979	55.8	LOW	55.8	MIN	MINLOW	0.089810095	0.000211426
39	035	197400	39035197400	1974	Census Tract 1974	45	LOW	45	MIN	MINLOW	0.056796309	0.000157962
39	035	136105	39035136105	1361.05	Census Tract 1361.05	17.3	NON_LOW	17.3	NONMIN	NON_MINLOW	0.109253069	0.000657561
39	035	198400	39035198400	1984	Census Tract 1984	96.4	LOW	96.4	MIN	MINLOW	0.075060096	0.000242467
39	035	198900	39035198900	1989	Census Tract 1989	70.6	LOW	70.6	MIN	MINLOW	0.03942251	7.02105E-05
39	035	197100	39035197100	1971	Census Tract 1971	40.5	NON_LOW	40.5	NONMIN	NON_MINLOW	0.162627176	0.001158815
39	035	101201	39035101201	1012.01	Census Tract 1012.01	34	LOW	34	NONMIN	MINLOW	0.042094303	7.36115E-05
39	035	198000	39035198000	1980	Census Tract 1980	71.2	LOW	71.2	MIN	MINLOW	0.071092405	0.000216042
39	035	160603	39035160603	1606.03	Census Tract 1606.03	25.4	NON_LOW	25.4	NONMIN	NON_MINLOW	0.034335305	2.66317E-05
39	035	197300	39035197300	1973	Census Tract 1973	45.9	NON_LOW	45.9	MIN	MINLOW	0.049113595	9.79498E-05
39	035	197500	39035197500	1975	Census Tract 1975	37	LOW	37	NONMIN	MINLOW	0.058964055	0.000143984
39	035	199200	39035199200	1992	Census Tract 1992	100	LOW	100	MIN	MINLOW	0.053152838	8.42348E-05
39	035	199000	39035199000	1990	Census Tract 1990	95.8	LOW	95.8	MIN	MINLOW	0.043926313	8.12108E-05
39	035	117203	39035117203	1172.03	Census Tract 1172.03	85.8	LOW	85.8	MIN	MINLOW	0.03610422	5.88815E-05
39	035	197200	39035197200	1972	Census Tract 1972	89.7	LOW	89.7	MIN	MINLOW	0.093245159	0.000272843
39	035	198100	39035198100	1981	Census Tract 1981	79.5	LOW	79.5	MIN	MINLOW	0.037902228	7.12833E-05
39	035	198700	39035198700	1987	Census Tract 1987	97.7	LOW	97.7	MIN	MINLOW	0.053463211	0.000130738
39	035	198800	39035198800	1988	Census Tract 1988	91.2	LOW	91.2	MIN	MINLOW	0.045756511	8.63403E-05
39	035	161900	39035161900	1619	Census Tract 1619	9.4	LOW	9.4	NONMIN	MINLOW	0.048874482	0.000100136
39	035	114800	39035114800	1148	Census Tract 1148	99.3	LOW	99.3	MIN	MINLOW	0.057619313	0.000135191
39	035	198500	39035198500	1985	Census Tract 1985	98.2	LOW	98.2	MIN	MINLOW	0.057164769	0.000149892
39	035	198600	39035198600	1986	Census Tract 1986	89	LOW	89	MIN	MINLOW	0.068849739	0.000211746
39	035	198200	39035198200	1982	Census Tract 1982	95.6	LOW	95.6	MIN	MINLOW	0.119397244	0.000424646
39	035	199300	39035199300	1993	Census Tract 1993	97.6	LOW	97.6	MIN	MINLOW	0.077218213	0.000138327
39	035	175107	39035175107	1751.07	Census Tract 1751.07	7	NON_LOW	7	NONMIN	NON_MINLOW	0.104595919	0.000654096
39	035	131105	39035131105	1311.05	Census Tract 1311.05	41.6	NON_LOW	41.6	NONMIN	NON_MINLOW	0.120786969	0.000489804
39	035	981000	39035981000	9810	Census Tract 9810	0	NON_LOW	0	NONMIN	NON_MINLOW	0.125493014	0.000359368
39	035	175108	39035175108	1751.08	Census Tract 1751.08	26.7	NON_LOW	26.7	NONMIN	NON_MINLOW	0.058137389	0.00016416
39	035	199100	39035199100	1991	Census Tract 1991	96.4	LOW	96.4	MIN	MINLOW	0.042103479	9.06947E-05
39	035	172104	39035172104	1721.04	Census Tract 1721.04	62.6	NON_LOW	62.6	MIN	MINLOW	0.041841653	8.79518E-05
39	035	198300	39035198300	1983	Census Tract 1983	91.6	LOW	91.6	MIN	MINLOW	0.139397764	0.000767045
39	035	197000	39035197000	1970	Census Tract 1970	93.2	NON_LOW	93.2	MIN	MINLOW	0.122572512	0.000594353
39	035	190505	39035190505	1905.05	Census Tract 1905.05	17.8	NON_LOW	17.8	NONMIN	NON_MINLOW	0.141810521	0.000841015
39	035	980200	39035982000	9802	Census Tract 9802	#VALUE!	NON_LOW		NONMIN	NON_MINLOW	0.061278391	0.000202264
39	035	980900	39035980900	9809	Census Tract 9809	#VALUE!	NON_LOW		NONMIN	NON_MINLOW	0.068688821	0.000118629

## GCRTA Title VI Route Analysis

Bus Route	MINLOW	Vehicle Age	OTP Early	OTP On-Time	OTP Late	Peak Headway	Midday Headway
1	MINLOW	7.9	1.60%	90.30%	8.10%	15	15
2	MINLOW	8.5	1.80%	83.00%	15.10%	60	60
3	MINLOW	7.8	1.70%	86.80%	11.50%	15	15
6	MINLOW	4.0	1.30%	89.00%	9.70%	15	15
7	MINLOW	7.9	1.10%	93.50%	5.40%	30	30
8	MINLOW	8.5	1.20%	88.00%	10.90%	60	60
9	MINLOW	7.8	1.30%	71.70%	27.00%	30	30
10	MINLOW	7.9	1.70%	82.70%	15.70%	15	15
11	MINLOW	7.7	1.00%	70.50%	28.50%	30	30
14	MINLOW	7.8	2.20%	73.30%	24.50%	15	15
15	MINLOW	7.8	2.60%	82.20%	15.20%	15	15
16	MINLOW	8.2	0.80%	87.20%	12.00%	30	30
18	MINLOW	7.8	1.50%	76.80%	21.70%	60	60
19	MINLOW	7.7	1.30%	80.60%	18.10%	15	15
22	MINLOW	7.2	1.20%	76.60%	22.20%	15	15
25	MINLOW	7.0	1.60%	79.70%	18.70%	30	30
26	NON-MINLOW	7.4	1.10%	73.80%	25.10%	15	15
28	MINLOW	7.9	1.90%	92.90%	5.20%	15	15
31	MINLOW	8.0	1.10%	92.40%	6.50%	30	30
34	MINLOW	7.6	2.60%	87.40%	10.00%	60	60
35	MINLOW	7.8	0.20%	92.30%	7.50%	45	45
37	MINLOW	7.9	1.50%	93.00%	5.50%	30	30
39	MINLOW	7.6	1.60%	90.20%	8.10%	30	30
40	MINLOW	7.9	1.20%	84.10%	14.70%	30	30
41	MINLOW	7.9	1.70%	78.50%	19.80%	30	30
45	MINLOW	7.3	3.60%	84.60%	11.80%	30	30
48	MINLOW	8.0	2.90%	87.80%	9.30%	30	30
50	MINLOW	7.9	2.20%	88.80%	9.00%	60	60
51	MINLOW	3.2	1.30%	79.20%	19.50%	15	15
53	NON-MINLOW	3.3	1.60%	86.10%	12.30%	30	60
54	NON-MINLOW	8.3	2.10%	89.10%	8.80%	60	60
55	NON-MINLOW	8.6	1.60%	78.30%	20.10%	15	30
62	MINLOW	10.0	0.50%	88.80%	10.70%	15	15
71	MINLOW	6.7	2.70%	82.00%	15.40%	30	30
77	NON-MINLOW	5.6	2.60%	80.90%	16.50%	30	60
78	MINLOW	7.8	1.70%	84.20%	14.10%	30	30
83	MINLOW	7.4	1.30%	84.70%	14.00%	30	30
86	MINLOW	7.4	0.80%	77.10%	22.10%	30	30
90	MINLOW	6.3	1.90%	76.20%	21.90%	30	30
94	MINLOW	7.7	2.80%	89.80%	7.40%	60	60
251	NON-MINLOW	6.0	3.50%	78.40%	18.10%	30	

## **Chapter 4: TITLE VI PROGRAM ATTACHMENTS**

### **Attachment A: Notice to the Public in English and Spanish – Title VI Signage**

#### **Rights Under Title VI**

Greater Cleveland Regional Transit Authority (GCRTA)

GCRTA operates its programs and services without regards to race, color, and national origin in accordance with Title VI of the Civil Rights Act.

Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with GCRTA's Office of Equal Opportunity.

GCRTA is committed to providing equality of opportunity for employees, customers, and vendors and to complying with all appropriate Federal and State laws, rules and regulations pertaining to the treatment of minorities, women, disabled persons, and veterans in all facets of the Authority's activities. Any person who believes she or he has been discriminated against based on any unlawful discriminatory practices may file a complaint with GCRTA.



For more information on GCRTA's civil rights program or to file a complaint :

- Call (216) 356-3085
- Go to [RideRTA.com/600/](http://RideRTA.com/600/) Download the complaint form and mail it to:  
*GCRTA, 1240 West 6th Street  
Cleveland, Ohio 44113-1302  
Attn: Office of Equal Opportunity*
- Come to our administrative office located at:  
*1240 West 6th Street, Cleveland,  
Ohio 44113-1302 and request a  
complaint form.*
- If information is needed in another language call (216) 356-3085

#### **Derechos bajo Título VI**

Greater Cleveland Regional Transit Authority (GCRTA)

GCRTA opera sus programas y servicios sin distinción de raza, color y origen nacional de acuerdo con el Título VI de la Ley de Derechos Civiles.

Cualquier persona que crea que ha sido perjudicada por alguna práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante la Oficina de Igualdad de Oportunidades de GCRTA.

GCRTA se compromete a brindar igualdad de oportunidades a los empleados, clientes y proveedores y cumplir con todas las leyes, normas y reglamentos federales y estatales correspondientes al tratamiento de minorías, mujeres, personas discapacitadas y veteranos en todas las facetas de las actividades de la Autoridad. Cualquier persona que crea que ha sido discriminada en base a prácticas discriminatorias ilegales puede presentar una queja ante GCRTA.



Para obtener más información sobre el programa de derechos civiles de GCRTA o para presentar una queja:

- Llame al (216) 356-3085
- Página de internet a [RideRTA.com/600/](http://RideRTA.com/600/) y descargue el archivo de queja y envíelo por correo a:  
*GCRTA, 1240 West 6th Street  
Cleveland, Ohio 44113-1302  
A la atención de:  
Office of Equal Opportunity*
- Venga a nuestra oficina administrativa ubicada en  
*1240 West 6th Street, Cleveland,  
Ohio 44113-1302 y solicite un  
formulario de queja.*
- Si se necesita información en otro idioma, llame al (216) 356-3085.

## Attachment B: Determination of Site or Location of Facilities



Study Purpose .....	2
Title VI Compliance .....	2
Background and Project Description .....	3
Site Identification Process .....	5
Benefits and Burdens Analysis .....	5
Site Location Maps .....	6
Alternative Equity Analysis .....	9
Cumulative Impacts Analysis .....	9
Community Outreach .....	10
Conclusions .....	10
Resources .....	10

## Title VI Equity Analysis

**15583 Brookpark Rd**



## Study Purpose

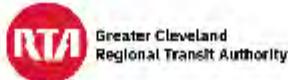
The Greater Cleveland Regional Transit Authority (GCRTA) provides public transportation services to the 1.2 million residents of Cuyahoga County, covering 458 square miles in its service area. These services include fixed-route bus, heavy rail, light rail, BRT, and Paratransit. Annual ridership for the overall system is 22.8 million, with the rail system accounting for 3.9 million of those rides.

The purpose of the Title VI Equity Analysis is to determine whether the site selected for the relocated Rail Maintenance Facility will disproportionately impact or burden people on the basis of race, color, or national origin. The site selected for the new Rail Maintenance Facility is a singular parcel located at 15583 Brookpark Rd, that is currently owned by Avalon Precision Casting Co.

## Title VI Compliance

GCRTA is committed to being in full compliance with Title VI. This equity analysis is being prepared to maintain a state of Title VI compliance. Per FTA Circular 4702.1B regarding the determination of site or location of facilities: Title 49 CFR Section 21.9(b)(3), "In determining the site or location of facilities, a recipient or applicant may not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this regulation applies, on the grounds of race, color, or national origin; or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the Act or this part." Title 49 CFR part 21, Appendix C, Section (3)(iv) provides, "The location of projects requiring land acquisition and the displacement of persons from their residences and businesses may not be determined on the basis of race, color, or national origin."

Per guidance in the circular, this Title VI Equity Analysis must include: 1. Outreach to persons potentially impacted by the facility siting; 2. Analysis taking place before site selection; 3. Comparison of facilities with similar impacts to determine any cumulative adverse impacts; and 4. Consideration and analysis of site alternatives for disparate impacts.



If disparate impacts are identified, the alternative with the least impacts must be implemented.

## Background and Project Description

GCRTA is investing in a new fleet of rail cars and a variety of capital improvements to modernize its rail system in the coming years. When planning for the arrival of the first rail car in late 2024, the existing Brook Park Rail Shop was identified as the only location that could be reasonably modified to serve the needs of the project. Prior to the project, this facility was used by the Division of Facilities Maintenance (Rail). The planned modifications meant the division could no longer occupy the existing Brookpark facility and must relocate.

A search was conducted to find a site that fit the needs of the Rail Facilities team being relocated. This new facility needed to be located between the Airport and Tower City stations proximate to the Red Line. Consideration was given to developing on GCRTA-owned land and through a property search. Figure 1 shows a map of the existing facilities and locations identified during the property search. Total square footage and permissible zoning were two of the factors considered during the search; this was necessary to allow for flexibility of the various maintenance activities serviced by the shop. The search and cost estimates informed GCRTA to make the purchase of 15583 Brookpark Rd in Brookpark, OH for the new facility.

A Due Diligence Review was conducted for the purchase of this land by subject matter expert staff in Real Estate, Law, and Engineering. Documentation for this review is attached as Appendix A.

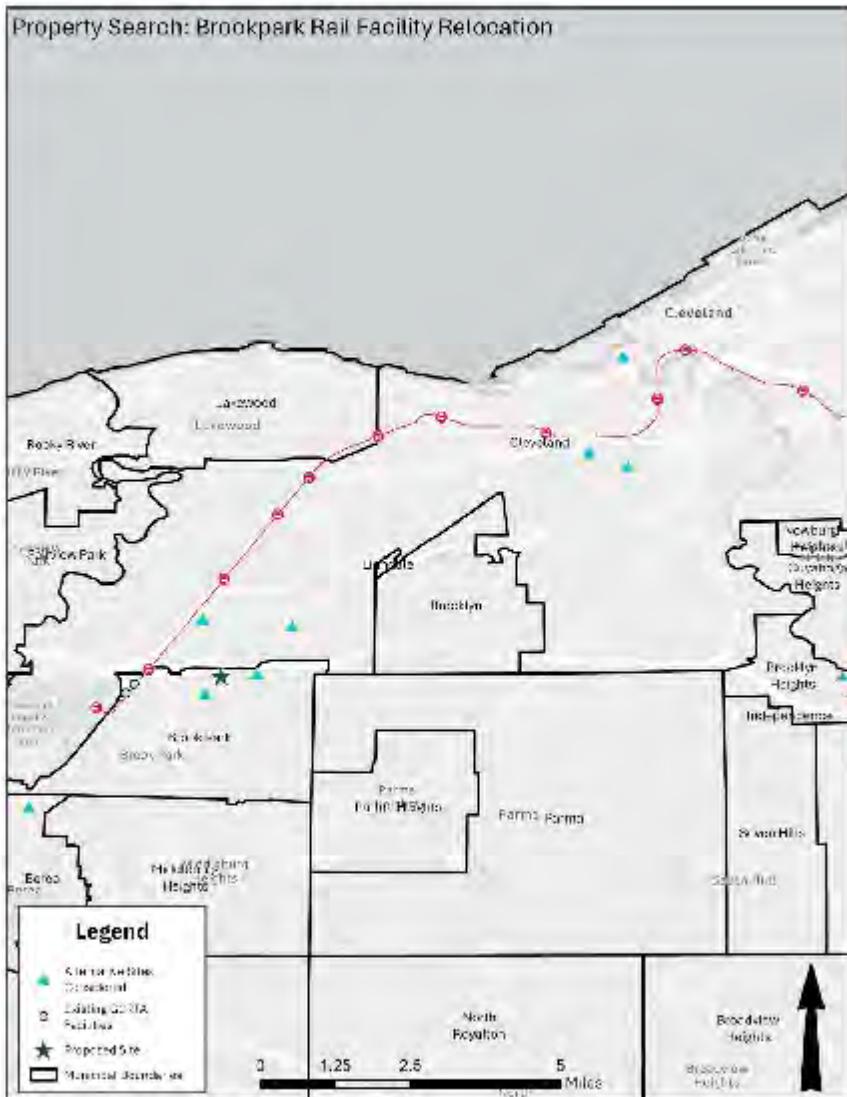
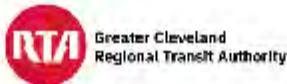
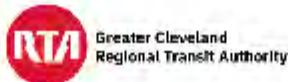


Figure 1: Property Search, Brookpark Rail Facility Relocation

## Rail Maintenance Facility



### Site Identification Process

The existing Brook Park Rail Shop is used by the Facilities Maintenance for the upkeep of the west-side rail system. When identifying sites for consideration during the property search, the following criteria was used:

- Between Tower City and Airport along west-side rail
- Indoor and outdoor storage space
- High roll-up doors and loading docks
- Commercial/industrial zoning

### Benefits and Burdens Analysis

The selected site was evaluated to determine the benefits and burdens of the impact of purchasing land for a new Rail Maintenance Facility. The site does require some modifications to the existing structure but will not displace any buildings. Benefits and burdens are summarized below in Table 1.

Site	Benefits	Burdens
15583 Brookpark Rd	<ul style="list-style-type: none"><li>○ Parcel includes large, flexible space that accommodates Transit Police in addition to relocated Rail Facilities group</li><li>○ Zoning supportive of commercial and light-industrial uses</li><li>○ Zone "X", lowest possible flood hazard</li></ul>	<ul style="list-style-type: none"><li>○ Land does not belong to GCRTA</li><li>○ Conditional Use permit may be needed to relocate salt dome to site</li></ul>

Table 1: Benefits & Burdens Analysis



## Site Location Maps



Figure 2: Proposed Site, Brookpark Rail Facility Relocation

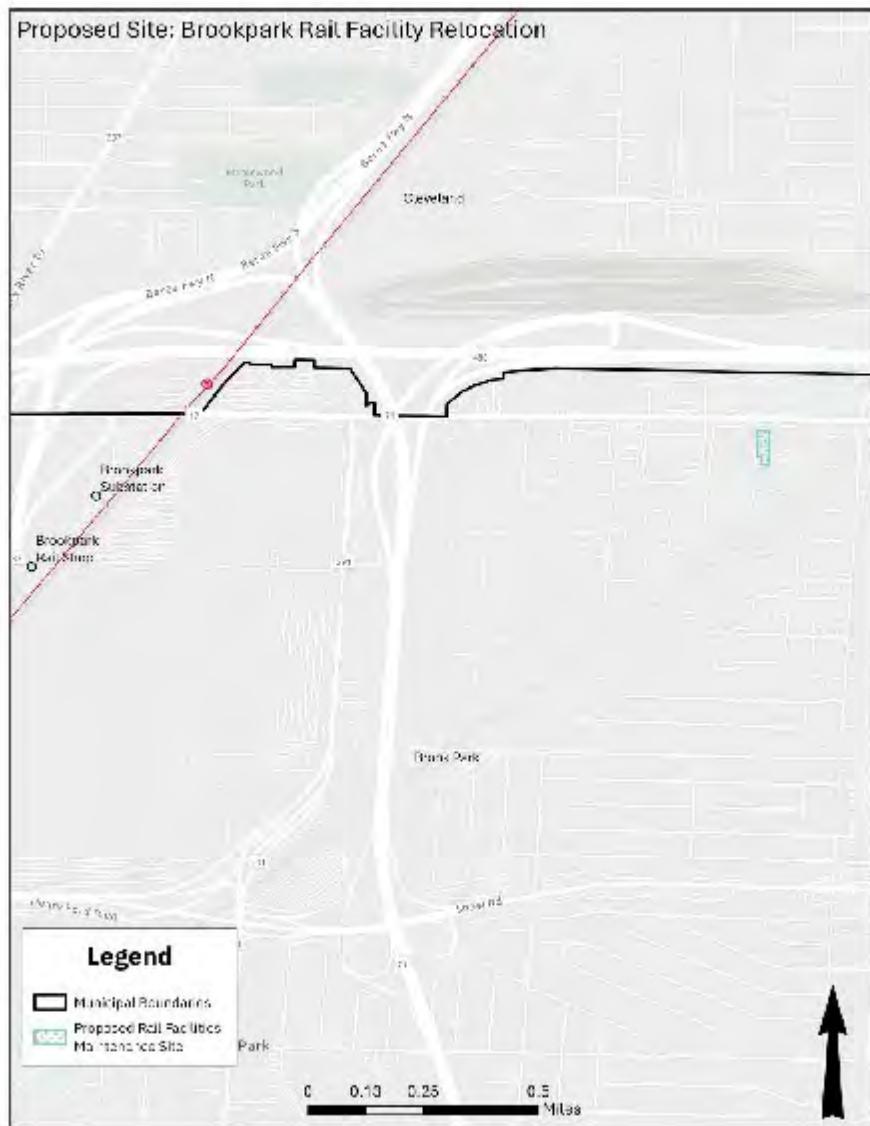
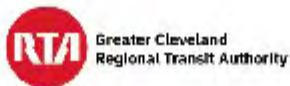
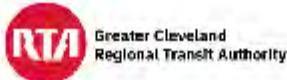


Figure 3: Proposed Site, Full Extent



Figure 4: Census Block Group of Proposed Site for Brookpark Rail Facility Relocation



### Alternative Equity Analysis

An equity analysis was conducted to compare the location of the proposed site to the city and the county for various demographic factors to assess if the facility will impact minorities, low-income populations, and limited-English proficiency (LEP) populations. Deviations from trends for these metrics will be flagged for potential equity concerns. Table 2 displays this data.

	Proposed Site Census Tract 1381.07, Block Group 3		Brook Park		Cuyahoga County	
	Number	Percent	Number	Percent	Number	Percent
<b>Total Population</b>	1,991	100%	18,509	100%	1,256,620	100%
<b>Minority Population</b>	345	17%	3,715	20%	532,855	42%
<b>Non-Minority Population</b>	1,646	83%	14,794	80%	723,765	58%
<b>Population Below Poverty Level</b>	56	2.80%	1,573	8.50%	207,343	16.50%
<b>Median Household Income</b>	\$73,021		\$64,036		\$60,074	
<b>LEP Populations</b>	34	1.8%	678	4%	50,813	4.3%

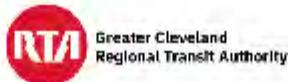
Source: United States Census Bureau 2018-2022 ACS 5-Year Estimates

Table 2: Equity Analysis of Demographic Data

Block Group 3 for Census Tract 1381.07 is located in Brook Park, Ohio within Cuyahoga County. Although the Block Group primarily contains the industrial and commercial Brookpark Road Corridor Special District, there are some single-family residences in the southern portion of the Block Group. Table 2 shows that within the Block Group, there is a higher non-minority population, lower population living below the poverty level, and a much lower percentage of LEP individuals. This analysis shows that individuals protected by Title VI are unlikely to be impacted by a GCRTA facility being located on this site.

### Cumulative Impacts Analysis

The cumulative impacts for the proposed site include land use surrounding the site. The site is Class U7-B, Light Industry/Commercial District Planned Development, which encourages a mix of land uses including transportation facilities and maintenance. The surrounding parcels are part of the Brookpark Road Corridor Special District, which is a land use framework that preserves and protects certain uses to avoid externalities in other



parts of Brook Park. The proposed uses for the facility were confirmed as permitted uses under this special municipal-level land use designation. Adjacent properties compliment land use; facility wouldn't be a disturbance to surrounding neighborhood. Due to these zoning and surrounding land uses adjacent to the site, the addition of the facility to the site will not cause significant cumulative impacts.

#### Community Outreach

Community Outreach was not deemed necessary due to the lack of residential population immediate to the proposed site.

#### Conclusions

This Equity Analysis and other research have shown that the relocation of the Rail Maintenance Facility to 15538 Brookpark Rd will not have any disparate impacts on protected groups. The purchase of the property will allow for GCRTA to modernize its rail system operations, preserving mobility for residents of Greater Cleveland for the years to come.

#### Resources

1121.40 U-7 brookpark road corridor special district and U-7AE adult entertainment sub-district. (n.d.).

[https://codelibrary.amlegal.com/codes/brookpark/latest/brookpark\\_oh/0-0-0-41581](https://codelibrary.amlegal.com/codes/brookpark/latest/brookpark_oh/0-0-0-41581)

2024 Annual Agency Profile - The Greater Cleveland Regional Transit Authority . (2024).

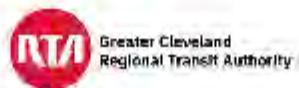
[https://www.transit.dot.gov/sites/fta.dot.gov/files/transit\\_agency\\_profile\\_doc/2024/70018.pdf](https://www.transit.dot.gov/sites/fta.dot.gov/files/transit_agency_profile_doc/2024/70018.pdf)

Bureau, U. S. C. (2022). 2022: ACS 5 Year Estimates.

<https://data.census.gov/table/ACSDP5Y2022.DP05?q=population>

Federal Transit Administration. 2012. Circular 4702.1B: Title VI Requirements and Guidelines for Federal Transit Administration Recipients.

[https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/FTA\\_Title\\_VI\\_FINAL.pdf](https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/FTA_Title_VI_FINAL.pdf)



## **Attachment C: The Title VI Board Presentation**

The Board Presentation will be added to the package following presentation and approval.

## Attachment D: GCRTA Board Resolution 2026

### RESOLUTION NO. 2026-

#### APPROVING THE 2026 TITLE VI PROGRAM UPDATE FOR SUBMITTAL TO THE FEDERAL TRANSIT ADMINISTRATION (FTA)

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

WHEREAS, Title VI of the Civil Rights Act of 1964 requires GCRTA and all recipients of Federal financial assistance to operate their programs and services in a nondiscriminatory manner without regard to race, color, or national origin; and

WHEREAS, the Federal Transit Administration (FTA) issued Circular FTA C4702.1B, effective October 1, 2012, setting forth requirements and guidelines for Title VI compliance; and

WHEREAS, as outlined in the above-referenced Circular, the GCRTA Board of Trustees is required to review and approve a Title VI Program Update for submittal to the FTA every three years; and

WHEREAS, in January of 2026, the draft Title VI Program Update was mailed to all GCRTA Board members; and

WHEREAS, on January 6, 2026, GCRTA's Operational Planning & Infrastructure Committee considered the draft Title VI Program Update and recommended it, with refinements, to the full Board of Trustees.

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

Section 1. The 2026 Title VI Program Update, which is substantially in the form of the attachment hereto, has been reviewed and is approved. The General Manager/CEO & Chief Civil Rights Officer is hereby authorized to submit the update to the Federal Transit Administration.

Section 2. This resolution shall be effective immediately upon its adoption.

Attachment: 2026 Title VI Program Update

Adopted: January 20, 2026

\_\_\_\_\_  
President

Attest: \_\_\_\_\_

Secretary-Treasurer

## Attachment E: Staff Summary & Comments

Form  
100-326  
01-12-22



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

<b>TITLE/DESCRIPTION:</b>  APPROVING THE 2026 TITLE VI PROGRAM UPDATE FOR SUBMISSION TO THE FEDERAL TRANSIT ADMINISTRATION	<b>Resolution No.:</b> 2026-
	<b>Date:</b> January 20, 2026
	<b>Initiator:</b> Administration & External Affairs/Office of Equal Opportunity
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will approve the 2026 Title VI Program Update for submission to the Federal Transit Administration ("FTA"), as required by Title VI of the Civil Rights Act of 1964.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Every three years, the GCRTA staff prepares a Title VI Program Update and submits it to the FTA. GCRTA's current Title VI Program expires in March 2026; therefore, the attached 2026 Title VI Program Update is due to FTA by February 1, 2026.  
  
FTA Circular 4702.1B requires each Title VI Program Update to be reviewed and approved by the transit agency's governing body before it is submitted to the FTA. Accordingly, the staff is requesting a resolution from the Board of Trustees indicating that the Board has reviewed and approved the 2026 Title VI Program Update to be submitted to FTA.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** Adoption of the resolution will enable GCRTA to comply with Federal guidelines implementing Title VI of the Civil Rights Act of 1964.
- 6.0 **ECONOMIC IMPACT:** Failure to adopt the resolution may result in a finding by FTA of non-compliance with FTA Circular 4702.1B and the imposition of sanctions, including a refusal by the FTA to approve grants.
- 7.0 **ALTERNATIVES:** Not adopting the resolution would impact and delay the approval of federal grants.
- 8.0 **RECOMMENDATION:** On January 6, 2026, the Operational Planning & Infrastructure Committee reviewed and discussed the 2026 Title VI Program Update and referred it to the full Board. It is recommended that the resolution be approved, authorizing the General Manager, Chief Executive Officer, submit the 2026 Title VI Program Update to the FTA.

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

\_\_\_\_\_  
General Manager, Chief Executive Officer

**Attachment F: Board Meeting Minutes**

The Board minutes will be added to this package at the conclusion of the Board Meeting wherein this Title VI filing is approved for submission to the Federal Transit Administration.



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND  
FOR THE PERIOD ENDED DECEMBER 31, 2025

	CURRENT MONTH				YEAR TO DATE			
	BUDGET	ACTUAL	VARIANCE	%VARIANCE	BUDGET	ACTUAL	VARIANCE	%VARIANCE
<b>PASSENGER FARES:</b>								
CASH FARES	\$ 777,600	\$ 619,207	\$ (158,393)	(20.37%)	\$ 9,331,200	\$ 8,491,566	\$ (839,634)	-9.00%
PASS/TICKET SALES	619,733	784,950	165,216	26.66%	7,436,800	7,270,782	(166,018)	-2.23%
STUDENT FARECARDS	265,067	16,456	(248,611)	(93.79%)	3,180,800	2,047,524	(1,133,276)	-35.63%
U-PASS	336,267	15,250	(321,017)	(95.46%)	4,035,200	4,962,635	927,435	22.98%
MOBILE TICKETING	668,000	678,954	10,954	1.64%	8,016,000	9,056,517	1,040,517	12.98%
<b>TOTAL PASSENGER FARES</b>	<b>2,666,667</b>	<b>2,114,816</b>	<b>(551,851)</b>	<b>(20.69%)</b>	<b>32,000,000</b>	<b>31,829,024</b>	<b>(170,976)</b>	<b>-0.53%</b>
<b>SALES AND USE TAX REVENUE:</b>								
SALES & USE TAX	22,291,667	27,055,348	4,763,681	21.37%	267,500,000	274,672,465	7,172,465	2.68%
<b>TOTAL OPERATING SUBSIDIES</b>	<b>22,291,667</b>	<b>27,055,348</b>	<b>4,763,681</b>	<b>21.37%</b>	<b>267,500,000</b>	<b>274,672,465</b>	<b>7,172,465</b>	<b>2.68%</b>
<b>OTHER REVENUE:</b>								
ADVERTISING/CONCESSIONS/COMMISSIONS	171,833	116,893	(54,940)	(31.97%)	2,062,000	1,271,674	(790,326)	-38.33%
NAMING RIGHTS LESS COMMISSIONS	158,150	-	(158,150)	-	485,300	311,473	(173,827)	-35.82%
RENTAL INCOME	26,411	10,442	(15,969)	(60.46%)	316,932	219,404	(97,528)	-30.77%
INTEREST INCOME	83,333	84,880	1,547	1.86%	1,000,000	1,055,117	55,117	5.51%
OTHER	98,589	24,401	(74,188)	(75.25%)	1,183,068	300,806	(882,262)	-74.57%
<b>TOTAL OTHER REVENUE</b>	<b>538,316</b>	<b>236,616</b>	<b>(301,700)</b>	<b>(165.83%)</b>	<b>5,047,300</b>	<b>3,158,474</b>	<b>(1,888,826)</b>	<b>-37.42%</b>
<b>REIMBURSEMENTS AND OTHER SOURCES OF CASH:</b>								
FUEL/CNG/PROPANE TAX REFUNDS	333,333	29,546	(303,787)	(91.14%)	4,000,000	730,881	(3,269,119)	-81.73%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	-	1,515,861	1,515,861	-	-	3,148,835	3,148,835	-
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	1,000,000	8,728,058	7,728,058	772.81%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	-	-	-	-
MISCELLANEOUS RECEIPTS	-	43,454	43,454	-	-	962,337	962,337	-
<b>TOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH</b>	<b>333,333</b>	<b>1,588,861</b>	<b>1,255,528</b>	<b>376.66%</b>	<b>5,000,000</b>	<b>13,570,111</b>	<b>8,570,111</b>	<b>171.40%</b>
<b>TRANSFERS FROM:</b>								
REVENUE STABILIZATION FUND	15,000,000	10,000,000	(5,000,000)	(33.33%)	50,500,000	45,000,000	(5,500,000)	-10.89%
RESERVE FUND	-	-	-	-	4,500,000	-	(4,500,000)	-
<b>TOTAL CASH RECEIVED - GENERAL FUND</b>	<b>\$ 40,829,983</b>	<b>\$ 40,995,641</b>	<b>\$ 165,658</b>	<b>0.41%</b>	<b>\$ 364,547,300</b>	<b>\$ 368,230,074</b>	<b>\$ 3,682,774</b>	<b>1.01%</b>



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND  
FOR THE PERIOD ENDED DECEMBER 31, 2025 AND DECEMBER 31, 2024

	CURRENT MONTH				YEAR TO DATE				2025 % OF TOTAL	
	December		December		2025		2024			
	2025	2024	CHANGE	2025	2024	CHANGE	%CHANGE			
<b>PASSENGER FARES:</b>										
CASH FARES	\$ 619,207	\$ 750,443	\$ (131,236)	\$ 8,491,566	\$ 9,671,346	\$ (1,179,780)	(12.20%)	2.31%		
PASS/TICKET SALES	784,950	682,910	102,039	7,270,782	7,794,402	(523,620)	(6.72%)	1.97%		
STUDENT FARECARDS	16,456	32,559	(16,103)	2,047,524	3,072,624	(1,025,100)	(33.36%)	0.56%		
U-PASS	15,250	200,000	(184,750)	4,962,635	4,058,931	903,705	22.26%	1.35%		
MOBILE TICKETING	678,954	656,720	22,234	9,056,517	8,320,604	735,913	8.84%	2.46%		
<b>TOTAL PASSENGER FARES</b>	<b>2,114,816</b>	<b>2,322,633</b>	<b>(207,816)</b>	<b>31,829,024</b>	<b>32,917,907</b>	<b>(1,088,883)</b>	<b>(3.31%)</b>	<b>8.64%</b>		
<b>SALES AND USE TAX REVENUE:</b>										
SALES & USE TAX	27,055,348	25,660,287	1,395,061	274,672,465	264,667,706	10,004,760	3.78%	74.59%		
<b>TOTAL OPERATING SUBSIDIES</b>	<b>27,055,348</b>	<b>25,660,287</b>	<b>1,395,061</b>	<b>274,672,465</b>	<b>264,667,706</b>	<b>10,004,760</b>	<b>3.78%</b>	<b>74.59%</b>		
<b>OTHER REVENUE:</b>										
ADVERTISING/CONCESSIONS/COMMISSIONS	116,893	107,129	9,764	1,271,674	1,312,416	(40,742)	(3.10%)	0.35%		
NAMING RIGHTS LESS COMMISSIONS	-	-	-	311,473	308,997	2,476	0.80%	0.08%		
RENTAL INCOME	10,442	11,208	(767)	219,404	251,452	(32,048)	(12.75%)	0.06%		
INTEREST INCOME	84,880	413,994	(329,114)	1,055,117	1,972,742	(917,625)	(46.52%)	0.29%		
OTHER	24,401	13,368	11,033	300,806	254,537	46,269	18.18%	0.08%		
<b>TOTAL OTHER REVENUE</b>	<b>236,616</b>	<b>545,700</b>	<b>(309,084)</b>	<b>3,158,474</b>	<b>4,100,144</b>	<b>(941,670)</b>	<b>(22.97%)</b>	<b>0.86%</b>		
<b>REIMBURSEMENTS AND OTHER SOURCES OF CASH:</b>										
FUEL/CNG/PROPANE TAX REFUNDS	29,546	467,910	(438,364)	730,881	2,509,998	(1,779,117)	(70.88%)	0.20%		
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	1,515,861	764,512	751,349	3,148,835	1,668,816	1,480,019	88.69%	0.86%		
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	8,728,058	7,076,840	1,651,218	23.33%	2.37%		
FEDERAL OPERATING ASSISTANCE	-	-	-	-	-	-	-	0.00%		
MISCELLANEOUS RECEIPTS	43,454	236,493	(193,039)	962,337	1,942,954	(980,617)	(50.47%)	0.26%		
<b>TOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH</b>	<b>1,588,861</b>	<b>1,468,914</b>	<b>119,947</b>	<b>13,570,111</b>	<b>13,198,609</b>	<b>371,502</b>	<b>2.81%</b>	<b>3.69%</b>		
<b>TRANSFERS FROM:</b>										
REVENUE STABILIZATION FUND	10,000,000	9,600,000	400,000	45,000,000	30,000,000	15,000,000	50.00%	12.22%		
RESERVE FUND	-	1,644,837	(1,644,837)	-	1,644,837	(1,644,837)	-	0.00%		
<b>TOTAL CASH RECEIVED - GENERAL FUND</b>	<b>\$ 40,995,641</b>	<b>\$ 41,242,371</b>	<b>\$ (246,730)</b>	<b>\$ 368,230,074</b>	<b>\$ 346,529,202</b>	<b>\$ 21,700,872</b>	<b>6.26%</b>	<b>100.00%</b>		



DATE: January 14, 2026

TO: Distribution

FROM: Carolyn Young, Director of Grants Management & Treasury

RE: Treasury Reports for December 2025

Please find attached the following monthly treasury reports:

1. Report on Investment Earnings
2. Inventory of Treasury Investments and Accrued Interest
3. Debt Service Schedule and Status of Bond Retirement Fund
4. Composition of Investment Portfolio
5. Summary of Investment Performance
6. Banking and Financial Relationships

Sales tax revenue in the amount of \$27.1 million was received in November. The month closed with a cash and investment balance of \$331.7 million. The Authority's average investment balance for the month was \$330.5 million, compared to \$370.5 million in December 2024.

The Authority's average yield on investments was 3.82% during the month of December.

The average yield on the portfolio year to date is 4.05%, which is 0.03 basis points below the performance standard yield of 4.07% and 0.21 basis points below the money market average yield of 4.26%. The following table summarizes key economic indicators reported in September through December 2025:

<u>Economic Indicator</u>	<u>Period</u>	<u>Previous Report Actual/Revised</u>	<u>Current Report Actual</u>
Consumer Price Index	November	2.7	2.7 All items increased
Consumer Confidence	December	89.1	3.8 -points decline (from November 92.9 Consumers' confidence)
Leading Economic Indicators *	September	98.3	Overall, LEI declined 2.1% between March-September
Unemployment Rate	December	4.4	Little or no change

\*December 2025 CPI, LEI, information has not been reported

DISTRIBUTION: Birdsong-Terry, Gautam, Togher, Sutula, Charnigo, So, Hodges

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
REPORT ON INVESTMENT EARNINGS (CASH BASIS)  
AS OF DECEMBER 31, 2025**

<b>BOND RETIREMENT FUND</b>	
ARGENT INST. TRUST MONEY MARKET	\$ 18,764
TOTAL DECEMBER	<hr/> \$ 18,764
2025 YEAR TO DATE	\$ 190,431
2024 YEAR TO DATE	\$ 254,952
<b>GENERAL FUND</b>	
ARGENT INST. TRUST-SALES TAX ACCOUNT	\$ 123
STAROHIO	\$ 65,545
KEY BANK SWEEP ACCOUNT	\$ 9,538
PNC CUSTODY ACCOUNT	\$ 9,043
MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT	\$ 632
TOTAL DECEMBER	<hr/> \$ 84,880
2025 YEAR TO DATE	\$ 1,282,528
2024 YEAR TO DATE	\$ 1,967,640
<b>INSURANCE FUND</b>	
STAROHIO	\$ 20,078
TOTAL DECEMBER	<hr/> \$ 20,078
2025 YEAR TO DATE	\$ 289,642
2024 YEAR TO DATE	\$ 415,981
<b>LAW ENFORCEMENT FUND</b>	
KEY BANK SWEEP ACCOUNT	\$ 227
STAROHIO	\$ 268
TOTAL DECEMBER	<hr/> \$ 495
2025 YEAR TO DATE	\$ 6,095
2024 YEAR TO DATE	\$ 4,934
<b>LOCAL MATCH FUND</b>	
STAROHIO-LOCAL MATCH	\$ 312,151
KEY BANK SWEEP ACCOUNT	\$ 1,948
PNC CUSTODY ACCOUNT	\$ 56,105
TOTAL DECEMBER	<hr/> \$ 370,204
2025 YEAR TO DATE	\$ 6,246,168
2024 YEAR TO DATE	\$ 6,287,634
<b>PENSION FUND</b>	
STAROHIO	\$ 5,101
KEY BANK SWEEP ACCOUNT	\$ 5
TOTAL DECEMBER	<hr/> \$ 5,106
2025 YEAR TO DATE	\$ 65,395
2024 YEAR TO DATE	\$ 75,522
<b>EMPLOYEE ACTIVITY ACCOUNT</b>	
KEY BANK MONEY MARKET	\$ 429
TOTAL DECEMBER	<hr/> \$ 429
2025 YEAR TO DATE	\$ 5,574
2024 YEAR TO DATE	\$ 6,129
<b>RTA CAPITAL FUND</b>	
KEY BANK SWEEP ACCOUNT	\$ 1,843
PNC CUSTODY ACCOUNT	\$ 56,530
TOTAL DECEMBER	<hr/> \$ 58,373
2025 YEAR TO DATE	\$ 776,837
2024 YEAR TO DATE	\$ 309,820

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY  
REPORT ON INVESTMENT EARNINGS (CASH BASIS)  
AS OF DECEMBER 31, 2025**

AS OF DECEMBER 31, 2025		
<b>RESERVE FUND</b>		
STAROHIO	\$	274,661
PNC CUSTODY ACCOUNT	\$	1,063
KEY BANK SWEEP ACCOUNT	\$	6,745
<b>TOTAL DECEMBER</b>	\$	<b>282,468</b>
<b>2025 YEAR TO DATE</b>	\$	<b>4,902,779</b>
<b>2024 YEAR TO DATE</b>	\$	<b>7,447,182</b>
 <b>TOTAL ALL FUNDS</b>		
<b>DECEMBER 2025</b>	\$	<b>840,797</b>
<b>2025 YEAR TO DATE</b>	\$	<b>13,765,449</b>
<b>2024 YEAR TO DATE</b>	\$	<b>16,769,794</b>

	DECEMBER	2025 YEAR TO DATE
INTEREST RECEIVED (CASH BASIS)	\$ 840,797	\$ 13,765,449
ACCRUED INTEREST:		
BEGINNING:	\$ (911,196)	\$ (458,951)
ENDING	\$ 1,152,883	\$ 1,152,883
TOTAL INTEREST INCOME EARNED	<u>\$ 1,082,485</u>	<u>\$ 14,459,381</u>
AVERAGE INVESTMENT BALANCE (COST BASIS):	\$ 339,993,535	\$ 353,862,239
AVERAGE YIELD ON INVESTMENTS:	3.82%	4.05%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**  
**INVENTORY OF TREASURY INVESTMENTS**  
**AS OF DECEMBER 31, 2025**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
<b>BOND RETIREMENT FUND</b>									
	12/31/2025	1/2/2026	MONEY MARKET	ARGENT INST. TRUST	2	\$ 1,529,967	\$ -	2	3.41%
<b>TOTAL BOND RETIREMENT FUND</b>						<u>\$ 1,529,967</u>	<u>\$ -</u>		<u>3.41%</u>
<b>GENERAL FUND</b>									
	12/31/2025	1/2/2026	MERCHANT ACCT-KEY MMKT	KEY BANK	2	\$ 108,613	\$ -	2	1.27%
	12/31/2025	1/2/2026	STAR OHIO	STATE OF OHIO	2	\$ 27,491,608	\$ -	2	3.96%
	12/31/2025	1/2/2026	EMPLOYEE ACTIVITY FUND	KEY BANK	2	\$ 388,428	\$ -	2	1.29%
	12/31/2025	1/2/2026	PNC CUSTODY ACCOUNT	PNC BANK	2	\$ 1,939,168	\$ -	2	3.72%
	12/31/2025	1/2/2026	SALES TAX ACCOUNT	ARGENT INST. TRUST	2	\$ 41,355	\$ -	2	3.41%
	12/31/2025	1/2/2026	KEY ECR	KEY BANK	2	\$ 5,776,157	\$ -	2	1.28%
<b>TOTAL GENERAL FUND</b>						<u>\$ 35,745,329</u>	<u>\$ -</u>		<u>3.48%</u>
<b>INSURANCE FUND</b>									
	12/31/2025	1/2/2026	STAR OHIO	STATE OF OHIO	2	\$ 5,984,012	\$ -	2	3.96%
	12/31/2025	1/2/2026	KEY ECR	KEY BANK	2	\$ 1,825,474	\$ -	2	0.00%
<b>TOTAL INSURANCE FUND</b>						<u>\$ 7,809,486</u>	<u>\$ -</u>		<u>3.03%</u>
<b>LAW ENFORCEMENT FUND</b>									
	12/31/2025	1/2/2026	KEY ECR	KEY BANK-SWEEP	2	\$ 286,220	\$ -	2	0.96%
	12/31/2025	1/2/2026	STAR OHIO	STATE OF OHIO	2	\$ 79,782	\$ -	2	3.96%
<b>TOTAL LAW ENFORCEMENT FUND</b>						<u>\$ 366,002</u>			<u>1.61%</u>
<b>LOCAL MATCH FUND</b>									
	12/31/2025	1/2/2026	LOCAL MATCH-STAR OHIO	STATE OF OHIO	2	\$ 89,346,597	\$ -	2	3.96%
	7/28/2025	7/28/2027	FHLB	KeyBANC CAP MKT	730	\$ 30,000,000	\$ 535,800	574	4.23%
	7/28/2025	7/28/2027	FFCB	KeyBANC CAP MKT	730	\$ 10,000,000	\$ 174,167	574	4.13%
	9/11/2025	9/11/2028	FNMA	KeyBANC CAP MKT	1096	\$ 15,000,000	\$ 181,667	985	4.00%
	12/31/2025	1/2/2026	PNC CUSTODY ACCOUNT	PNC BANK	2	\$ 21,067,004	\$ -	2	3.72%
	12/31/2025	1/2/2026	LOCAL MATCH-KEY ECR	KEY BANK-SWEEP	2	\$ 844,134	\$ -	2	1.30%
	12/31/2025	1/2/2026	GRANT-ECR	KEY BANK	2	\$ 613,787	\$ -	2	0.00%
	12/31/2025	1/2/2026	CATCH BASIN-KEY ECR	KEY BANK	2	\$ 106,561	\$ -	2	1.29%
<b>TOTAL LOCAL MATCH FUND</b>						<u>\$ 166,978,083</u>	<u>\$ 891,633</u>		<u>3.96%</u>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**  
**INVENTORY OF TREASURY INVESTMENTS**  
**AS OF DECEMBER 31, 2025**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
<b>PENSION FUND</b>									
	12/31/2025	1/2/2026	KEY ECR	KEY BANK	2	\$ 4,111	\$ -	2	1.29%
	12/31/2025	1/2/2026	STAR OHIO	STATE OF OHIO	2	\$ 1,520,256	\$ -	2	3.96%
<b>TOTAL PENSION FUND</b>						<b>\$ 1,524,367</b>	<b>\$ -</b>		<b>3.95%</b>
<b>RTA CAPITAL FUND</b>									
	12/31/2025	1/2/2026	KEY ECR	KEY BANK	2	\$ 1,386,194	\$ -	2	1.29%
	7/28/2025	7/28/2027	FFCB	KeyBANC CAP MKT	730	\$ 5,000,000	\$ 87,083	574	4.13%
	12/31/2025	1/2/2026	PNC CUSTODY ACCOUNT	PNC BANK	2	\$ 2,057,948	\$ -	2	3.72%
<b>TOTAL RTA CAPITAL FUND</b>						<b>\$ 8,444,142</b>	<b>\$ 87,083</b>		<b>3.56%</b>
<b>RESERVE FUND</b>									
	12/31/2025	1/2/2026	PNC CUSTODY ACCOUNT	PNC BANK	2	\$ 13,682,593	\$ -	2	3.72%
	7/28/2025	7/28/2027	FFCB	KeyBANC CAP MKT	730	\$ 10,000,000	\$ 174,167	574	4.13%
	12/31/2025	1/2/2026	KEY ECR	KEY BANK	2	\$ 6,435,394	\$ -	2	1.29%
	12/31/2025	1/2/2026	STAR OHIO	STATE OF OHIO	2	\$ 79,195,842	\$ -	2	3.96%
<b>TOTAL RESERVE FUND</b>						<b>\$ 109,313,829</b>	<b>\$ 174,167</b>		<b>3.79%</b>
<b>GRAND TOTAL ALL FUNDS</b>						<b>\$ 331,711,205</b>	<b>\$ 1,152,883</b>		<b>3.82%</b>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**  
**DEBT SERVICE SCHEDULE AND STATUS**  
**AS OF DECEMBER 31, 2025**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2025	Interest Payable/ 6/1/2026	Principal Payable/ 6/1/2026	Debt Service Requirement/ 6/1/2026	Interest Payable/ 12/1/2026	Principal Payable/ 12/1/2026	Debt Service Requirement/ 12/1/2026	Total Debt Requirement 2026
Series 2015-Sales Tax Rev.	Dec. 2026	4,275,000	106,875	-	106,875	106,875	4,275,000	4,381,875	4,488,750
Series 2016-Sales Tax Rev.	Dec. 2027	2,965,000	74,125	-	74,125	74,125	1,445,000	1,519,125	1,593,250
Series 2019-Sales Tax Rev.	Dec. 2030	6,715,000	167,875	-	167,875	167,875	1,215,000	1,382,875	1,550,750
<b>Total Bonds</b>		<b>\$ 13,955,000</b>	<b>\$ 348,875</b>	<b>\$ -</b>	<b>\$ 348,875</b>	<b>\$ 348,875</b>	<b>\$ 6,935,000</b>	<b>\$ 7,283,875</b>	<b>\$ 7,632,750</b>

	<u>Bond Retirement</u>
Current Balance (Set Aside for 2026)	<u>\$1,529,967</u>
Monthly Set Aside Required	<u><b>\$636,063</b></u>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY**  
**SUMMARY OF INVESTMENT PERFORMANCE**  
**YEAR TO DATE THROUGH DECEMBER 31, 2025**

MONTH	2025					2024				
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MONEYMKT YIELD #	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MONEYMKT YIELD #
JANUARY	\$ 370,860,178	\$ 1,185,266	4.09%	4.16%	4.46%	\$ 385,508,048	\$ 1,735,498	4.39%	5.36%	5.22%
FEBRUARY	\$ 369,824,059	\$ 1,231,179	4.06%	4.16%	4.40%	380,226,311	\$ 1,215,231	4.43%	5.32%	5.16%
MARCH	\$ 367,862,225	\$ 1,165,944	4.06%	4.21%	4.38%	385,500,913	\$ 1,349,459	4.50%	5.33%	5.12%
APRIL	\$ 363,641,320	\$ 1,183,349	4.05%	4.25%	4.31%	392,386,644	\$ 1,396,057	4.57%	5.42%	5.21%
MAY	\$ 359,279,719	\$ 1,009,474	4.02%	4.26%	4.30%	380,149,184	\$ 1,426,995	4.49%	5.42%	5.21%
JUNE	\$ 350,249,378	\$ 1,162,584	4.08%	4.31%	4.30%	379,341,823	\$ 1,117,872	4.44%	5.33%	4.88%
JULY (Revised)	\$ 349,445,307	\$ 1,117,548	4.14%	4.27%	4.29%	385,760,857	\$ 1,395,601	4.45%	5.14%	4.88%
AUGUST	\$ 350,081,389	\$ 1,412,542	4.19%	4.15%	4.31%	382,269,871	\$ 1,368,567	4.56%	4.89%	4.88%
SEPTEMBER	\$ 349,080,023	\$ 962,691	4.05%	3.93%	4.19%	376,958,299	\$ 1,414,144	4.55%	4.38%	4.52%
OCTOBER	\$ 345,537,525	\$ 1,236,152	4.01%	3.80%	4.12%	374,899,152	\$ 1,086,953	4.38%	4.43%	4.44%
NOVEMBER	\$ 339,993,535	\$ 1,003,260	3.99%	3.72%	4.11%	370,321,341	\$ 1,180,465	4.34%	4.42%	4.05%
DECEMBER	\$ 330,492,212	\$ 840,797	3.82%	3.67%	3.92%	370,555,288	\$ 1,185,650	4.09%	4.13%	4.10%
YEAR TO DATE	\$ 353,862,239	\$ 13,510,786	4.05%	4.07%	4.26%	\$ 380,392,595	\$ 15,872,491	4.43%	4.96%	4.81%
RTA AVERAGE YIELDS OVER (UNDER) INDEX				-0.03%	-0.21%				-0.53%	-0.37%

# Moving average coupon equivalent yields for 6 month Treasury Bills,

# Market Yield equals US Treasury Money Fund 7 Day Yield

**COMPOSITION OF INVESTMENT PORTFOLIO**  
**AS DECEMBER 31, 2025**

<b>Instrument:</b>	<b>PRINCIPAL</b>	<b>FACE AMOUNT</b>	<b>PERCENT OF TOTAL</b>	<b>AVERAGE YIELD</b>	<b>AVERAGE MATURITY</b>
Money Market Account	\$ 40,426,648	\$ 40,426,648	12.19%	3.92%	2
Key Bank Sweep Account	1,130,354	1,130,354	0.34%	0.96%	2
Star Ohio	203,618,097	203,618,097	61.38%	3.96%	2
Earnings Credit Rate Account	16,536,106	16,536,106	4.99%	1.29%	2
U.S. Government Securities	70,000,000	70,000,000	21.10%	4.14%	656
<b>Total Investment Portfolio</b>	<b>\$ 331,711,205</b>	<b>\$ 331,711,205</b>	<b>100.00%</b>	<b>3.82%</b>	

**Greater Cleveland Regional Transit Authority**

**Banking and Financial Relationships**

**As of December 31, 2025**

<b>Bank/Financial Institution</b>	<b>Nature of relationship</b>
Key Bank	Main banking services
PNC Bank	Custodial Account and Credit card
Fifth Third	Escrow Account
Argent Institutional Trust Company ("AITC"), Effective September 2025	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.