



Greater Cleveland
Regional Transit Authority

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

MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on Tuesday, October 27, 2020 in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon.

In accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people, this meeting will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. **Only Board members and required RTA staff will be allowed in the Board Room.** The meeting package will be posted on RTA's website at (www.riderta.com/board), on RTA's Facebook page, and RTA's Twitter page.

9:00 A.M. Board of Trustees – agenda attached.

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

India L. Birdsong
General Manager, Chief Executive Officer

iLB:tab
Attachment

AGENDA

RTA Board of Trustees Meeting

Tuesday, October 27, 2020

9:00 a.m.

- I. Call to order
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Approval of minutes:
 - September 1, 2020 Special Board Meeting
 - September 15, 2020 Board Meeting
- V. Public comments (**2 minutes**) on **agenda items** can be phoned in using the dial in information or submitted via form at www.riderta.com/events by selecting the meeting date:

Dial: 440-276-4600 (no passcode required)
- VI. Board Governance Committee report
- VII. Operational Planning & Infrastructure Committee report
 - Chair: Mr. Terence P. Joyce
- VIII. Organizational, Services & Performance Monitoring Committee report
 - Chair: Rev. Charles P. Lucas
- IX. Audit, Safety Compliance and Real Estate Committee report
 - Chair: Karen Gabriel Moss
- X. External and Stakeholder Relations and Advocacy Committee report
 - Chair: Valarie J. McCall
- XI. Community Advisory Committee (CAC)
 - Board Liaison: Justin M. Bibb
- XII. Ad Hoc Committee reports
 - Ad Hoc Paratransit Committee – Rev. Charles P. Lucas, Chair
 - Ad Hoc Technology Committee – Justin M. Bibb, Chair
- XIII. Introduction of new employees and announcement of promotions
- XIV. Introduction of resolutions:

- A. 2020-74 – Expressing sincere appreciation to the Cleveland Foundation and authorizing the General Manager, Chief Executive Officer to accept a grant for \$75,000, for the purpose of sponsoring a fare-free Election Day on November 3, 2020
- B. 2020-75 – Expressing congratulations to the employees of the Greater Cleveland Regional Transit Authority who retired during the third quarter of 2020
- C. 2020-76 – Authorizing an increase to Contract No. 2018-112 with Transit Sourcing Services, Inc., for the furnishing of an additional 200 HRV 28 inch steel wheels, as specified and as required in an amount not to exceed \$174,000.00, for a new total contract amount not to exceed \$898,000.00 (General Fund, Fleet Management Department budget)
- D. 2020-77 – Authorizing Contract No. 2020-058 with Transtech of South Carolina, Inc. for the furnishing of pantograph carbon shoes, as specified and as required, for a period of three years, in an amount not to exceed \$262,800.00 (General Fund, Fleet Management Department budget)
- E. 2020-78 – Authorizing Contract No. 2020-170 for the purchase of rock salt from the City of Cleveland for the 2020-2021 winter season in an amount not to exceed \$150,000.00 (General Fund, Service Management Department budget)
- F. 2020-79 – Amending Chapter 656 “Travel Policy and Procedures” of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- G. 2020-80 – Approving purchasing cards for travel on authority related business
- H. 2020-81 – Approving revised list of positions designated to use purchasing cards
- I. 2020-82 – Adopting the framework for the future Strategic Plan of the Greater Cleveland Regional Transit Authority

XV. Interim Secretary-Treasurer's Report:

- A. General Fund Revenue – status as of September 30, 2020 versus 2019 actuals
- B. General Fund Revenue – status as of September 30, 2020 versus the 2020 budget
- C. Sales & Use Tax Receipts Report budgeted during 2020, actual receipts through October 2020
- D. Inventory of Treasury Investments as of September 30, 2020

- E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of September 30, 2020
- F. Summary of Investment Performance, Year to Date through September 30, 2020
- G. Report on Investment Earnings (cash basis) as of September, 2020
- H. Composition of Investment Portfolio as of September 30, 2020

XVI. General Manager's Report

XVII. President's Report

XVIII. Old Business

XIX. New Business

- Proposed 2021 Board and Committee Meeting schedule

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

Dial: 440-276-4600 (no passcode required)

XXI. The next regular Board meeting is scheduled for **Tuesday, November 17, 2020** in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. Only Board members and required RTA staff will be allowed in the Board Room.

XXII. Adjournment

Minutes

Special RTA Board of Trustees Meeting

9:41 a.m., September 1, 2020

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

Not present: None

Also Present: Anderson, Benford, Birdsong, Bitto, Burney, Caver, Dangelo, Davidson, Davis, Fields, Freilich, Garofoli, Gautam, Kirkland, Lewis, Lively, Penning, Schipper, Shaffer, Sutula, Temming,

Mayor Clough called the meeting to order at 9:41 a.m. The secretary called the roll and reported that ten (10) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people. This meeting was live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public.

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

Public Comments

There were no comments submitted on this agenda item.

Introduction of Resolutions

Mayor Clough said this will rescind the fare increases that were projected. He asked for a motion to take Resolution 2020-68 off the table. It was moved by Ms. Moss, seconded by Mr. Joyce and approved by unanimous vote.

- A. 2020-68 – Amending Chapter 840 “Commissions and Fare Structure” of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, the adoption of which was moved by Chief McCall, seconded by Mr. Bibb and approved by unanimous vote.

Dr. Caver said this is one of the Pillar Studies. The agency is excited to present this fare relief to the community and to move to a more equitable fare structure.

This meeting was adjourned at 9:46 a.m.

Attest: 
Interim Secretary-Treasurer

President

Minutes

RTA Board of Trustees Meeting

9:06 a.m., September 15, 2020

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

Not present: None

Also Present: Anderson, Benford, Birdsong, Burney, Caver, Dangelo, Davidson, Feke, Fields, Garofoli, Gautam, Kirkland, Orlando, Penning, Rusnov, Schipper, Sutula

Mayor Clough called the meeting to order at 9:06 a.m. The secretary called the roll and reported that ten (10) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people. This meeting was live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public.

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

Minutes

Mayor Clough stated that the minutes from the August 25, 2020 Board Meeting had been previously distributed and reviewed and asked whether there were any additions and/or corrections. There were no corrections. The minutes were approved.

Senator Michael Skindell

Senator Michael Skindell updated the Board on what is going on with transportation at the State level. RTA needs to be aware that as they start preparing the budget for the next biennial, how funding for public transit will be impacted. The budget numbers are already being considered through the Department of Transportation and the State Office of Budget and Management. It's an important time for all the transit authorities around the State to start giving input as to the importance of the dollars that were secured to the General Revenue fund in the last budget and that those dollars need to be preserved and to secure a potential increase depending on the state of finances.

He reviewed the legislative budget office release of revenue numbers and despite the closures early in the spring, revenue dollars are generally up for the fiscal year for the budget cycle in the State. Personal income and sales tax are all up by \$300 million. The only revenue that is down is the commercial activity tax placed upon businesses. Looking into next year, absent any massive closings because of the virus, they should be stable moving into the next biennial. He met with the Department of Transportation a few months ago about the impact on gas revenue and public transit, but was not able to get an update. The transportation authorities in the State need to reach out to their legislatures to talk about how the dollars were utilized in the past biennium and communicate that there is a need for those dollars and an increase.

Mayor Clough thanked him for his advocacy and support over the last few years to ensure RTA is considered when dollars are available for transit.

Ms. Birdsong thanked him for his advocacy as we go through the TRAC funding process. She appreciates the advocacy from the legislative body as RTA just received a \$15 million BUILD grant. Rep. Skindell added that he drafted legislation to allow the TRAC to include the rail cars for consideration. He has been working to get the various groups that advocate for public transit to get behind that. Changes that RTA suggested was incorporated into the legislation. He wanted to identify a republican joint sponsor of the legislation. but the Pandemic interrupted that effort. He reviewed it with the state association that covers public transit authorities. They was supportive of it. Some local transit agencies and citizens groups supported it. He welcomed any suggestions of a Republican joint sponsor. He will do it in conjunction with RTA and other public transit systems around the state. Mayor Clough suggested Rev. Greenspan. Chief McCall asked if NOACA was looped into the draft of the legislation. He confirmed that they had.

Public Comments – Agenda Items

There were no public comments.

Committee Reports

There were no committee reports.

Community Advisory Committee (CAC)

There was no CAC report.

Ad Hoc Committee Reports

There were no Ad Hoc committee reports.

Introduction of New Employees/Promotions

Promotions

1. Darren Garlock – ITS specialist
2. Andrew Scott – Information Technology Auditor

Mayor Clough congratulated the promotions. There were no new employees to announce.

Introduction of Resolutions

- A. 2020-71 – Authorizing Contract No. 2020-078 with Jadco Construction Services, Inc. for Project 18.73 – Main Office Building parking garage repairs, as specified and as required, in an amount not to exceed \$292,850.00 (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Mr. Serrano, seconded by Ms. Moss and approved by unanimous vote.
- B. 2020-72 – Authorizing Contract No. 2020-126 with Dell Marketing, LP for the purchase of a Microsoft Enterprise License agreement through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program, as specified, in an amount NTE \$477,540.00 for 10 months and in an amount NTE \$573,048.00 for an additional

one-year for a total contract amount NTE \$1,050,588.00 for the one year and ten month period (General Fund, Information Technology, Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mr. Joyce and approved by unanimous vote.

- C. 2020-73 – Authorizing Contract No. 2020-128 with GIRO, Inc. for HASTUS software upgrade services in an amount not to exceed \$1,314,402.00 (RTA Development Fund, Intelligent Transportation Systems Department budget), the adoption of which was moved by Mr. Joyce, seconded by Mayor Weiss and approved by unanimous vote.

Executive Session Requested

9:23 a.m. - Mayor Clough asked for a motion to consider the purchase of property for public purposes or the sale of property at competitive bidding. It was moved by Rev. Lucas, seconded by Ms. Moss. There were ten (10) ayes and none opposed.

9:39 a.m. - It was moved by Rev. Lucas, seconded by Mr. Joyce to come out of the executive session. There were ten (10) ayes and none opposed.

Interim Secretary-Treasurer's Report

The national unemployment rate has been steadily declining since its height of COVID-19. The State and local unemployment rates are traditionally higher. July numbers for the State are 8.9%. The county was 12.4%. We are higher than the state by 45% for July. Pre-COVID, we were averaging about 1,000 layoffs per week in the region. The current level of layoffs are double the Pre-COVID period. They have come down from their height in the Stay At Home orders. However, there is still some trepidation in the economy as more layoffs are occurring. Rev. Lucas asked where were the largest unemployment numbers. Dr. Caver said mining, retail, trade and leisure activities. Retail has the largest unemployment numbers. Average ridership during COVID has been 53%. The height was in April with declines of 72%.

Passenger fares has been in the 50% range. Since April, we have averaged 50% in fares, which is equal to ridership decline. Sales tax has been a fare anomaly, but has been holding stable. Some of the items relative to the stimulus package and unemployment has bolstered funds. Given the jobless claims, there will be some give in the sales tax moving into the future. The sales tax has rebounded in August with only a 2.2% decline compared to the previous year. RTA was awarded \$112 million from the federal government through the CARES act. We have drawn down \$91.1 million. The balance will be drawn down within the next two months. Mayor Weiss asked what period the CARES act will support the budget. Dr. Caver said those funds would allow the budget to be staple until 2022.

General Manager, Chief Executive Officer Report

The U.S. Department of Transportation announced that RTA received at \$15 million BUILD grant. That will be used to purchase rail cars and to make infrastructure upgrades on the system. We have been pushing forward to get approval for eligibility for TRAC and funds for this project. We are currently in the phase of selecting specifications and rail car consultants. We received a lot of legislative support on behalf of the Northeast Ohio Delegation. Press releases from the offices of Senators and Reps. Brown, Portman, Fudge and Kaptur have been received. This grant will purchase three rail cars. The entire project cost \$240 million. Ms. Moss asked how many rail cars RTA has operating at any given time. Dr. Caver said the fleet has 70 cars. Pull out uses 33 cars. The project will replace 50 cars to get us to a State of Good Repair.

Senator Dolan spoke to the Board at the last Board meeting. He recommended we reach out to Senator Matt Huffman from Lima, Ohio. He is serving his first term in the Ohio Senate. He represents the 12 Senate District, which includes all of Allen, Champaign, Mercer, Shelby counties and different portions of Darke, Auglaize and Logan counties. He came to Cleveland to tour the Rail Facility. Our advocacy representative, Terrence O'Donnell was also present. This will show value in the request for rail funds. Mayor Clough thanked the staff for their hard work. Employees continue to prepare PPE kits to give away with the Need a Mask, Take a Mask program through the marketing department. The masks were donated from ODOT and FEMA. Phase 1 of the program was to deliver the kits at select heavily used transit centers during busy ridership times. Phase 2 will include partnering with organizations like the Cleveland Food Bank to increase distribution. To date, over 5,500 mask have been provided to the public. Mr. Serrano asked what is in the kit. Dr. Caver said it includes a mask, hand sanitizer and mobile ticketing information.

Ms. Bibb asked if voter registration could be included in the kits. Ms. Birdsong said she would look into it. Staff is speaking with the County on voter transportation to provide passes to assist the public with getting to the polls. Staff will look into it, but must ensure RTA remains a neutral party when it comes to voter registration. There were early conversations pre-COVID about offering free rides during Election Day. He asked for follow-up with Cleveland Votes about voter registration efforts to align them with what the county is doing. She spoke to Armond Budish's office about conversations they are having with marketing about bundle passes being distributed to the community.

The light rail trunk line between Kinsman and Buckeye-Woodland was rehabbed. Improvements will make for a smoother and safe ride. The project was completed August 8, 2020. A new initiative called Women's Employee Resource Group (WERG) is being spearheaded by ten RTA employees. This group was created to support diversity and female recruitment efforts. There will be kick-off events September 28 and 28, which will include voter registration. The group will focus on networking activities, professional development, mentoring programs, support sessions and potentially a book club.

Public comments on non-agenda items

Comments were received via email and by dial in. A few comments came in after the meeting adjourned.

1. Will Tarter – Broadview Heights, OH –

1). At the previous board meeting, a Team NEO study was cited that said that full economic recovery should not be expected until 2022. Given that study was from June, has there been any communication with Team NEO since then to find out if that date and projection are still accurate, given that the sales tax revenue losses have not been steep as expected, since the analysis in June?

The Team NEO projection for economic recovery is for Northeast Ohio. In the past 2 recessions, it has taken Northeast Ohio between 18-24 months to fully recover. This same time frame is projected for the recovery from the COVID pandemic. Ohio Office of Budget & Management stated that August GRF receipts were 1% above estimate. Non-auto sales tax, auto sales tax, and personal income tax all exceeded estimates. Ohio OBM stated in their August report that consumption fell in non-taxable goods (Recreation, accommodations, food services, and gas stations) but increased in taxable goods (building materials, home improvement, automotive parts, sporting goods, and general merchandise). The Real Gross Domestic Product (GDP) has seen the largest national decline since 1947. Although we are

seeing a slow decline in the unemployment rate, 7.8 million people remain unemployed, compared to February. Ohio OBM is also predicting a slow and long recovery.

2). Is there an argument that can be made by GCRTA and/or other public transit agencies to use this projection study in future funding conversations at the state level? Or do officials not expect for the schedule of a full recovery for GCRTA to correlate to the overall economic recovery projections made by Team NEO?

Ohio Office of Budget & Management stated that August GRF receipts were 1% above estimate. Non-auto sales tax, auto sales tax, and personal income tax all exceeded estimates. Ohio OBM stated in their August report that consumption fell in non-taxable goods (Recreation, accommodations, food services, and gas stations) but increased in taxable goods (building materials, home improvement, automotive parts, sporting goods, and general merchandise). The Real Gross Domestic Product (GDP) has seen the largest national decline since 1947. Although we are seeing a slow decline in the unemployment rate, 7.8 million people remain unemployed, compared to February. Ohio OBM is also predicting a slow and long recovery. The Federal Reserve Bank of Cleveland states that it is concerned about the sustainability of the recovery that has been seen. The Cleveland Fed stated that although consumer spending had increased in the past several months, it is still well below the pre-pandemic levels.

3) Finally, the county announced that they will go through budget conversations during the month of November, as they deliberate distribution of \$35 million from the new HHS levy. Will RTA be participating in any of those meetings, given the importance of transportation to the overall health of the county citizens? No, RTA is not participating.

2. Loh – Cleveland, OH - Obviously, GCRTA has not received proper funding to be on the level to be capable of improving all elements missing in the organization for long time. Thus, in addition to the internal culture and the service mentality, here are actions to be taken in order to make ends meet as a public service organization:

1. "FREE Fare" is a way to rebuild ridership for people and the economy in this county, to eliminate the possibility to be trapped in another long-term Unfulfilled contract or more, and to decrease the needs of constantly changing expensive technologies related to Fare Boxes, All-Door Boarding, and Even public health & public safety issues with or without COVID-19 Pandemic which have made some of GCRTA's efforts Counter-Productive.

2. De-Funding, at least, 50% of GCRTA Transit Police does Not Only help to re-direct the fund into services But Also Further Decrease the Crimes and Crime Rates produced by GCRTA Transit Police, eg sexual harassment to Female riders.

At least, the technologies to conduct virtual meetings to Communicate within the organization & with the general public, and technologies for direct service and financial Needs are More important and should be met First to re-establish GCRTA's standing in the community.

Upcoming Meetings

The next regular Board meeting is scheduled for Tuesday, October 27, 2020 in the Board Room of the Authority, Root-McBride Building, and 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live streamed on RTA's Facebook page for staff and members of the public. Only Board members and required RTA staff will be allowed in the Board Room.

This meeting was adjourned at 9:59 a.m.

Attest: *M. Law, Ph.D.*
Interim Secretary-Treasurer


President



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: October 22, 2020

Subject: Ad Hoc Paratransit Service Committee

At the October 27, 2020 Ad Hoc Paratransit Service Committee meeting, Nick Davidson will provide an update on the Paratransit Reservation Call Center Performance.

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

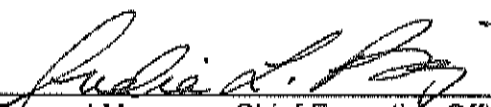
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TITLE/DESCRIPTION: CONTRACT: ACCEPTANCE OF GRANT	Resolution No.: 2020-74
VENDOR: THE CLEVELAND FOUNDATION	Date: October 22, 2020
AMOUNT: \$75,000	Initiator: Executive
ACTION REQUEST: <input type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

- 1.0 PURPOSE/SCOPE: This resolution authorizes the General Manager, Chief Executive Officer to accept a grant of \$75,000 from the Cleveland Foundation for the purpose of sponsoring a fare-free Election Day on Tuesday, November 3, 2020.
- 2.0 JUSTIFICATION: The Cleveland Foundation has selected the Authority to receive a grant of \$75,000 for the purpose of sponsoring a fare-free Election Day on Tuesday, November 3, 2020, to help promote greater participation on Election Day.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: The project is consistent with the Authority's efforts to promote GCRTA and public transportation in the region.
- 6.0 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 2020-74

EXPRESSING SINCERE APPRECIATION TO THE CLEVELAND FOUNDATION AND AUTHORIZING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER TO ACCEPT A GRANT FOR \$75,000, FOR THE PURPOSE OF SPONSORING A FARE-FREE ELECTION DAY ON NOVEMBER 3, 2020

WHEREAS, on Tuesday, November 3, 2020, the nation's citizens will be participating in democracy by voting in the 2020 General Election; and

WHEREAS, the Authority values the citizens of this region and desires to join regional efforts to facilitate access to the polls by providing affordable, safe, reliable, transportation on Election Day; and

WHEREAS, the Cleveland Foundation has authorized a \$75,000 grant to the Authority to support a fare-free Election Day on November 3, 2020, thereby providing equitable access to polling locations, supporting democracy, and creating a special outreach opportunity for the Authority; and

WHEREAS, pursuant to Ohio Revised Code §306.35(R), the Authority may accept grants from private sources; and

WHEREAS, the Greater Cleveland Regional Transit Authority Board of Trustees deems it in the best interest of the Authority to accept the grant of \$75,000 to cover the cost of a fare-free Election Day on November 3, 2020.

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

Section 1. That the Board of Trustees of the Greater Cleveland Regional Transit Authority hereby authorizes the General Manager, Chief Executive Officer to accept a \$75,000 grant from the Cleveland Foundation to sponsor a fare-free Election Day on November 3, 2020.

Section 2. That the General Manager, Chief Executive Officer is authorized to execute any documents necessary to accept the grant.

Section 3. GCRTA's Board of Trustees and its management express sincere thanks to the Cleveland Foundation.

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

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer

RESOLUTION NO. 2020-75

EXPRESSING CONGRATULATIONS TO THE EMPLOYEES OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY WHO RETIRED DURING THE THIRD QUARTER OF 2020

WHEREAS, the following employees retired from the Greater Cleveland Regional Transit Authority during the third quarter of 2020 after numerous years of dedicated public service:

<u>Name</u>	<u>Title</u>	<u>Work Location</u>
Emory Moore	Substation Maintainer	Central Service
Marsha Pettus	Manager of General Accounting	Main Office
Bert Leasure	Equipment Electrician	Triskett
Judith Woike-Costello	Operator	Triskett
Peter Peluszkewycz	Vehicle Servicer	Central Rail
John Joyce	Director of Security/Chief of Police	Main Office
James Darrell Owens Sr	Maintenance Technician	Central Bus
Johnnie Lee Thomas Jr	Operator	Triskett
Thomas Toth	Equipment Maintainer	Central Rail
Doris Swanson	Clerk Typist	Paratransit
Yahya Muti	Track Maintainer	Central Service

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: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: AUTHORIZING AN INCREASE TO CONTRACT NO. 2018-112 FOR THE FURNISHING OF AN ADDITIONAL 200 HRV 28 INCH STEEL WHEELS, AS SPECIFIED AND AS REQUIRED VENDOR: TRANSIT SOURCING SERVICES, INC. AMOUNT: ADDITIONAL AMOUNT NOT TO EXCEED \$174,000.00 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$898,000.00	Resolution No.: 2020-76
	Date: October 22, 2020
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

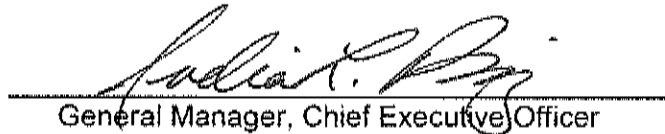
- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a change order to Contract No. 2018-112 with Transit Sourcing Services, Inc. (TSSI) for the furnishing of an additional 200 Heavy Rail Vehicle (HRV) 28 Inch Steel Wheels.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has an ongoing need to replace the 28 inch HRV steel wheels due to normal wear that occurs during train service. As part of the HRV's regular maintenance, HRV wheels are measured and machined to return the wheel's profile back into tolerance. When a wheel's diameter falls below 26 inches, it can no longer be machined and must be replaced.
- 3.0 **PROCUREMENT BACKGROUND:** On December 18, 2018, by Resolution 2018-108, the Authority awarded a contract to Transit Sourcing Services, Inc. (TSSI) for the furnishing of up to 800 Tokyu HRV 28 inch steel wheels, as specified and as required, for a period of three (3) years in an amount not to exceed \$667,000.00. To ensure continuity of service to the public, the Authority negotiated with TSSI for an early delivery of 200 HRV 28 inch steel wheels and the modification of the three-year wheel delivery schedule. To accommodate the Authority's early delivery request, TSSI needed to source the production of these 200 HRV 28 inch steel wheels from another foundry, resulting in an additional cost of \$57,000.00. Approval for this increase was authorized under the General Manager, Chief Executive Officer's authority on February 19, 2019, resulting in a new total contract amount not to exceed \$724,000.00.

Pending successful negotiations, the Authority plans to bring a resolution to the November 15, 2020, Board of Trustees meeting to approve an award of a new HRV steel wheel contract. Upon receipt of the new HRV steel wheels, the Fleet Engineering Department will require time to test them to ensure compliance to specifications. The Authority must make sure there is enough inventory to bridge the gap that may occur before the new HRV steel wheels can be used. TSSI has offered to provide an additional 200 HRV 28 inch steel wheels, as specified and as required, in a negotiated amount not to exceed \$174,000.00, which will result in a new contract total not to exceed \$898,000.00. This Change Order No. 2 was reviewed and approved by the Change Order Committee. A summary of these changes are included in Attachment A - Change Order Log.

A price analysis has been performed and the Procurement Department has determined the offer from Transit Sourcing Services, Inc. to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This change order will be payable through the General Fund, Fleet Management Department budget, in an amount not to exceed \$174,000.00, for a total contract amount not to exceed \$898,000.00.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this contract increase will impact the Authority's ability to maintain its heavy rail vehicles.
- 8.0 RECOMMENDATION: It is recommended that the offer of Transit Sourcing Services, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to modify the contract.
- 9.0 ATTACHMENT: Attachment A - 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

CONTRACT NO. 2018-112

FURNISHING OF TOKYU HEAVY RAIL VEHICLE (HRV) 28 INCH STEEL WHEELS, AS SPECIFIED AND AS REQUIRED FOR A PERIOD OF THREE (3) YEARS

Contract #2018-112

Contractor: **Transit Sourcing Services, Inc.**

Original Contract Amount **\$667,000.00**

Total G.M./C.E.O. Authority Remaining **\$ 43,000.00**

Total Change Order Amount To Date **\$57,000.00**

<i>ITEM NO.</i>	<i>NOTE NO.</i>	<i>APPROVAL DATE</i>	<i>CHANGE ORDER AMOUNT</i>	<i>APPROVAL AUTHORITY</i>	<i>NEW CONTRACT AMOUNT</i>
1	1.	February 19, 2019	\$57,000.00	GM	\$724,000.00
2	2.	Pending	\$174,000.00	BOT	\$898,000.00

NOTES/CHANGE ORDER DESCRIPTION:

CO No. 1 Authorizes Funding for Early Delivery of 200 HRV steel wheels

CO No. 2 Increase contract for the procurement and delivery of an additional 200 HRV steel wheels

RESOLUTION NO. 2020-76

AUTHORIZING AN INCREASE TO CONTRACT NO. 2018-112 WITH TRANSIT SOURCING SERVICES, INC., FOR THE FURNISHING OF AN ADDITIONAL 200 HRV 28 INCH STEEL WHEELS, AS SPECIFIED AND AS REQUIRED IN AN AMOUNT NOT TO EXCEED \$174,000.00, FOR A NEW TOTAL CONTRACT AMOUNT NOT TO EXCEED \$898,000.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority has recurring requirements for replacement of 28 inch steel wheels on Heavy Rail Vehicles (HRV); and

WHEREAS, an offer to provide said equipment was received from Transit Sourcing Services, Inc., with an office located at 4489 Triumph Drive, SW, Concord, NC 28027; and

WHEREAS, Contract No. 2018-112 was entered into with Transit Sourcing Services, Inc. to furnish up to 800 Tokyu Heavy Rail Vehicle 28 inch steel wheels, as specified and as required, for a period of three years, for a total contract not to exceed \$667,000.00; and

WHEREAS, to ensure continuity of service to the public, the Authority negotiated Change Order No. 1 with Transit Sourcing Services, Inc. for an early delivery of 200 HRV 28 inch steel wheels and the modification of the three year wheel delivery schedule, and was granted approval under the General Manager's signing authority to add an additional \$57,000.00 to Contract No. 2018-112 with Transit Sourcing Services, to furnish up to 800 Tokyu Heavy Rail Vehicle 28 inch steel wheels, as specified and as required, for a period of three years, which increased the contract to an amount not to exceed \$724,000.00; and

WHEREAS, the Authority now deems it necessary to procure an additional 200 HRV 28 inch steel wheels to permit the Authority to bridge the gap between the new HRV wheel specification and the current HRV wheel specification, allowing the Fleet Engineering Department ample time to test the new HRV wheels once they arrive on site; and

WHEREAS, Transit Sourcing Services, Inc. has offered to provide up to an additional 200 HRV 28 inch steel wheels, as specified and as required, in a negotiated amount not to exceed \$174,000.00, resulting in a new total contract amount not to exceed \$898,000.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer from Transit Sourcing Services, Inc., to provide an additional 200 HRV 28 inch steel wheels, to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer of Transit Sourcing Services, Inc. to provide 200 additional HRV 28 inch steel wheels, as specified and as required, is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to amend Contract No. 2018-112 with Transit Sourcing Services, Inc. to provide 200 additional HRV 28 inch steel wheels.

Section 3. This said increase shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$174,000.00, for a total contract amount not to exceed \$898,000.00.

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

Section 5. That the General Manager, Chief Executive Officer's change order authority is reinstated in its entirety.

Section 6. That all other terms and conditions of the original contract remain unchanged.

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

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PANTOGRAPH CARBON SHOES		Resolution No.: 2020-77
VENDOR: TRANSTECH OF SOUTH CAROLINA, INC.		Date: October 22, 2020
AMOUNT: NTE \$262,800.00 FOR A PERIOD OF THREE YEARS		Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____		

- 1.0 PURPOSE/SCOPE: This action will allow the Authority to enter into a contract for the purchase of up to 1200 pantograph carbon shoes, as specified and as required, for a period of three years.
- 2.0 DESCRIPTION/JUSTIFICATION: Pantographs are used to conduct electricity to the train. Periodic replacement of the pantograph carbon shoes are required because of wear and tear on the system. Both the light and heavy rail fleets utilize pantograph carbon shoes. The GCRTA anticipates needing up to 400 pantograph carbon shoes per year, for a total of 1200 for a period of three years.
- 3.0 PROCUREMENT BACKGROUND: The Invitation for Bid ("IFB") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Fourteen (14) interested parties downloaded the solicitation package. Three (3) responsive bids from responsible bidders were received on May 13, 2020 as follows:

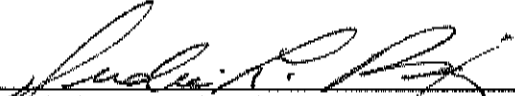
Vendor	Year #1	Year #2	Year #3	Contract Total
TransTech of South Carolina, Inc.	\$87,600	\$87,600	\$87,600	\$262,800
Mersen USA BN Corp.	\$93,600	\$94,800	\$96,000	\$284,400
National Electrical Carbon Products	\$96,000	\$96,000	\$96,000	\$288,000

The Total Bid from TransTech of South Carolina, Inc. was deemed to be a responsive bid from a responsible bidder. The unit price of each pantograph carbon shoe is \$219.00. A price analysis has been performed and the Procurement Department has determined the price submitted by TransTech of South Carolina, Inc. to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.

- 6.0 ECONOMIC IMPACT: This procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$87,600.00 per year, for a total contract amount not to exceed \$262,800.00 for a period of three years. The contract award is approximately 13.9% below the budget estimate.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would cause delays in making repairs to both the light and heavy rail fleets and would affect service quality.
- 8.0 RECOMMENDATION: It is recommended that the bid of TransTech of South Carolina, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENT: None.

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-77

AUTHORIZING CONTRACT NO. 2020-058 WITH TRANSTECH OF SOUTH CAROLINA, INC. FOR THE FURNISHING OF PANTOGRAPH CARBON SHOES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE YEARS, IN AN AMOUNT NOT TO EXCEED \$262,800.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires the regular replacement of pantograph carbon shoes to operate both rail fleets; and

WHEREAS, the bid of TransTech of South Carolina, Inc. located at 46 Beechtree Blvd., Greenville, SC 29605, for the furnishing of up to 1200 pantograph carbon shoes, as specified and as required, at a unit price of \$219.00, resulting in an amount not to exceed \$87,600.00 per year, for a total contract amount not to exceed \$262,800.00 for a period of three years, was received on May 13, 2020; and

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

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

Section 1. That the bid of TransTech of South Carolina, Inc. for the furnishing of up to 1200 pantograph carbon shoes, as specified and as required, for a period of three years, 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 TransTech of South Carolina, Inc. for the furnishing of up to 1200 pantograph carbon shoes, as specified and as required, for a period of three years.

Section 3. This procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$87,600.00 per year, for a total contract amount not to exceed \$262,800.00 for a period of three years.

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

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that TransTech of South Carolina, Inc. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

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

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PURCHASE OF ROCK SALT FOR THE 2020-2021 WINTER SEASON VENDOR: CITY OF CLEVELAND AMOUNT: NOT TO EXCEED \$150,000.00	Resolution No.: 2020-78
	Date: October 22, 2020
	Initiator: Service Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract with the City of Cleveland for the purchase of rock salt for the 2020-2021 winter season.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires rock salt to remove snow and ice from its various facilities. It has been determined that purchasing the rock salt from the City of Cleveland is the most effective and efficient manner of obtaining the material. The City of Cleveland has provided rock salt to the Authority in the past. By purchasing rock salt from the City of Cleveland, the Authority continues to eliminate the need for on-site storage facilities, additional heavy loading equipment and additional personnel to load the salt onto the Authority's spreading vehicles. The Authority estimates it will use approximately 2,298 tons of rock salt during the 2020-2021 winter season.

- 3.0 **PROCUREMENT BACKGROUND:** This is an intergovernmental purchase, as encouraged in FTA Circular 4220.1F and as permitted by the Ohio Revised Code, Section 306.43 (H)(4). The City of Cleveland procures their rock salt through the ODOT Cooperative Purchasing Agreement. Section 5513.01 (B) of the Ohio Revised Code permits political subdivisions to participate in the ODOT Cooperative Purchasing Program. The total cost to the Authority for rock salt for the 2020-2021 winter season is estimated not to exceed \$150,000.00 at \$65.27 per ton.

 A price analysis has been performed and the Procurement Department has determined the offer to be fair and reasonable to the Authority.

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

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

- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the General Fund, Service Management Department budget, in an amount not to exceed \$150,000.00. This cost is within the Service Management's budget dedicated for salt, snow and ice removal for the 2020-2021 winter season.

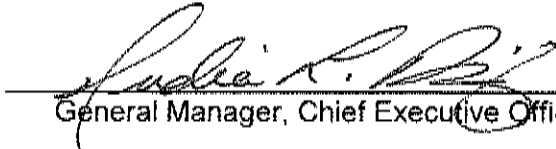
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would impact the Authority's ability to efficiently and effectively supply rock salt to the district for the 2020-2021 winter season.

- 8.0 **RECOMMENDATION:** It is recommended that the offer from the City of Cleveland be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.

Staff Summary & Comments
Rock Salt for the 2020-2021 Winter Season
Page 2

9.0 ATTACHMENT: None.

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-78

AUTHORIZING CONTRACT NO. 2020-170 FOR THE PURCHASE OF ROCK SALT FROM THE CITY OF CLEVELAND FOR THE 2020-2021 WINTER SEASON IN AN AMOUNT NOT TO EXCEED \$150,000.00 (GENERAL FUND, SERVICE MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, rock salt is necessary to remove snow and ice from the various Authority properties during the 2020-2021 winter season; and

WHEREAS, FTA circular 4220.1F and Ohio Revised code Section 306.43 (H)(4) encourages intergovernmental purchases; and

WHEREAS, the City of Cleveland purchases large quantities of rock salt through the ODOT Cooperative Purchasing agreement; and

WHEREAS, the City of Cleveland has offered to provide rock salt in quantities sufficient to meet the Authority's requirements in an amount not too exceed \$150,000.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of the City of Cleveland to be advantageous to the Authority and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer from the City of Cleveland to provide rock salt to the Authority for the period December 1, 2020 through April 30, 2021 is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with the City of Cleveland for the purchase rock salt for the period December 1, 2020 through April 30, 2021

Section 3. This procurement will be funded through the General Fund, Service Management Department budget, in an amount not to exceed \$150,000.00. This cost is within the Service Management's budget dedicated for salt, snow and ice removal for the 2020-2021 winter season.

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

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

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AMENDING CHAPTER 656 "TRAVEL POLICY AND PROCEDURES" OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2020-79
	Date: October 22, 2020
	Initiator: Finance & Administration
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will amend Chapter 656 of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The travel policy applies to travel by members of the Board of Trustees and Authority staff. It was last updated in 2004. At the direction of Internal Audit, a task force was established to review the policy in light of changes in the travel industry since 2004. The task force consisted of representatives from Operations, Human Resources, Internal Audit, Accounting and Legal. As a best practice, it is recommended that the procedural details that had previously been included in the policy should be removed and included in an administrative procedure authorized by the General Manager, Chief Executive Officer. Guidance from the Ohio Ethics Commission regarding frequent flyer miles and rewards program credit cards are also being included.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** Adoption of the resolution will bring the Authority's travel policy up to date to be consistent with current travel industry practices and Ohio Ethics Commission guidance.
- 6.0 **ECONOMIC IMPACT:** Does not apply.
- 7.0 **ALTERNATIVES:** Not adopting this resolution. Not adopting this resolution would result in a travel policy that remains out of date and inconsistent with Ohio Ethics Commission guidance.
- 8.0 **RECOMMENDATION:** This resolution was discussed at the October 6, 2020 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 **ATTACHMENTS:** A. Red-line of proposed amendments to Chapter 656

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



General Manager, Chief Executive Officer

Attachment A to Staff Summary

CHAPTER 656
Travel Policy and Procedures

~~656.01—EXPENSE REIMBURSEMENT.~~

~~(a) Purpose/Scope.~~

~~(1)——The 656.02 General Provisions~~

~~656.03 Internal Audit~~

~~656.04 Authorization of Travel~~

CROSS
REFERENCES

Reimbursement of Board member for reasonable expenses – see Ohio R.C. 306.33

Authority of Board of Trustees to manage ~~Travel Policy and Procedures~~ established herein and conduct affairs – see Ohio R.C. 306.34

Rules for administration and operation of transit facilities – see Ohio R.C. 306.35

Reimbursement of members of Board of Trustees and officers and employees of the GCRTA for properly incurred expenses – see Bylaws Art. IV, Section 7
Airline frequent flyer miles – see Ohio Revised Code Sections 102.03(D) and (E); Ohio Revised Code Sections 2921.42(A)(4); and ~~Ohio Revised Code Section~~ 2921.43(A); Ohio Ethics Commission Opinion No. 91-010; Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated March 31, 2020

Credit card rewards programs – see Ohio Revised Code Sections 102.03(D) and (E); Ohio Ethics Commission Informal Opinion No. 2003-INF-0224-1; Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated March 31, 2020; Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated May 6, 2020; Ohio Ethics Commission Opinion No. 2011-08; Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012

656.01 Purpose/Scope.

(a) This policy concerns travel on official Authority business to attend and participate in conferences, seminars, meetings and other events or field visits, ~~which that~~ are in the Authority's best interest. It is

designed to ~~assure~~ensure the accurate and efficient handling of travel and other related expenses incurred by members of the Board of Trustees and the staff of the Authority consistent with applicable laws and the public interest.

~~(2) These Travel Policies and Procedures provide~~(b) This policy provides guidance to those traveling on Authority business that will permit low cost, convenience, ease of administration, overall cost-effectiveness, consistency of reimbursement, and compliance with federal, state and local law and GCRTA policy.

~~(b) Legal Authority.~~

~~(1) Ohio R.C. 306.33 provides that a member of the Board of Trustees is permitted to be reimbursed for reasonable expenses in the performance of his or her duties.~~

~~(2) Ohio R.C. 306.34 authorizes a Board of Trustees to manage and conduct the affairs of a regional transit authority.~~

~~(3) Ohio R.C. 306.35 authorizes a Board of Trustees, among other things, to adopt rules for the administration and operation of transit facilities under its jurisdiction.~~

~~(4) Article IV, Section 8, of the Greater Cleveland Regional Transit Authority (GCRTA) Bylaws, adopted February 16, 1988, provides that any member of the Board of Trustees and officers and employees of the GCRTA may be reimbursed for properly incurred expenses.~~

~~(5) In accordance with the Ohio Ethics Commission Opinion No. 91-010, airline frequent flyer miles accumulated on travel for a public agency shall not be used for personal travel or benefit.~~

~~(e)656.02~~ General Provisions.

~~(1a)~~ All travelers are required to be fully knowledgeable regarding GCRTA's travel policies and procedures.

~~(2b)~~ Use of public transportation during Authority travel, including travel to and from the airport, is strongly encouraged.

~~(3c)~~ Employees with disabilities will be accommodated pursuant to the Americans with Disabilities Act.

~~(4) Airline frequent flyer miles accumulated on travel for the GCRTA shall not be used for personal travel or benefit. These miles can only be used for future Authority travel, including upgrades to First Class when appropriate.~~

~~(5d)~~ GCRTA Board members and officers and employees of the GCRTA may not accept, solicit, or use the authority or influence of their position to obtain a discounted or free "frequent flyer" airline ticket for personal travel or other benefit from an airline if they have obtained the ticket or other benefit from the purchase of airline tickets for use in official travel by GCRTA. GCRTA Board members and officers and employees of the GCRTA may not use such

a discounted or free “frequent flyer” airline ticket or other benefit for personal travel. Authority Board members, officers and employees may not use personal frequent flyer accounts for Authority travel.

- (e) An Authority Board member or officer or employee of the GCRTA whose duties for the Authority include negotiating or authorizing Authority contracts with financial service providers and who are aware that their personal rewards program credit card is issued by a bank that is doing or seeking to do business with the Authority may not use the rewards program credit card issued by a vendor bank to pay for expenses incurred while engaging in public business for the Authority. An Authority officer or employee who is either, (1) unaware that their personal rewards credit card is issued by a bank that is an Authority vendor, or (2) has no duties that include negotiating or authorizing Authority contracts with financial service providers, is not prohibited from using a personal rewards card from any issuing bank while engaging in public business for the Authority and receiving benefits of the card’s reward program, which could include frequent flyer credits, unless the card’s use results in a higher cost for the Authority or reimbursement that is greater than the debt owed to the card issuer.
- (f) Travelers will be reimbursed for ~~hotel~~lodging expenses up to the CONUS index established by the U. S. General Services Administration (“GSA CONUS rate”) plus 25% for each evening in the destination city. Up to the GSA CONUS index rate plus 25% for ~~hotel~~lodging does not include taxes. ~~The hotel receipt must be submitted with the final travel and expense report.~~
- ~~(6)(g)~~ Travelers will be reimbursed for actual expenses up to a daily per diem based on the destination city's GSA CONUS index ~~(located at <http://policyworks.gov>)~~rate plus 25%, for meals and other incidental expenses for each full day of travel. ~~Incidental expenses include ground transportation, telephone calls, and any expenses other than travel or hotel incurred on the trip. Receipts do not need to be submitted with the final travel and expense report, however, a copy~~75% of the CONUS index ~~that amount~~ for the respective city must be attached. ~~first and last days of travel.~~
- ~~(7h)~~ Travel to locations outside the United States will be reimbursed by the international GSA CONUS index rate plus 25% ~~located at <http://policyworks.gov> (click on dark blue box at the top~~%, for lodging, meals and other incidental expenses for each day of ~~the page where it indicates foreign rates)~~travel. Reimbursement will be made at the published daily average exchange rate for each individual day of travel.
- ~~(8)~~ All employees traveling on behalf of the Authority, are reminded of ~~the i)~~ The following types of expenses are non-allowable ~~type of~~

expenses:

- ~~A.(1) Travel, lodging or other expenses for spouses, families and friends of GCRTA personnel;~~
- ~~B.(2) Valet service (except for extended trips of one week or more);~~
- ~~C.(3) Alcoholic beverages;~~
- ~~D.(4) Entertainment (including movie rentals);~~
- ~~E.(5) Contributions and donations with Authority funds.~~
- ~~(9) (j) The CEO/General Manager has the authority is authorized to issue and make modifications to particular provisions of this policy when it is in the best interests of the Authority.~~
- ~~(10) The CEO/General Manager has the ability to issue administrative procedures to implement this policy.~~

~~(d) Responsibilities.~~

~~(1) Responsibility of authorizing department and/or division.~~

~~A. It is the responsibility of the authorizing department or division to determine the necessity for travel and ensure that it is in the best interest of the Authority; the purpose is lawful, reasonable and for a proper public purpose; and the purpose of the trip could not be adequately accomplished by correspondence, telephone, or through other contact, or is not available from local sources.~~

~~B. All travel that is for the purpose of an employee's professional development should be coordinated with the Department of Training and Employee Development and reflected on the travel request form.~~

~~C. Because they are more familiar with need for travel and subsequent expenses incurred on behalf of their department(s), the approver(s) have primary responsibility for ensuring compliance with this policy. The approver(s) must verify that expenses and expense reports meet the following criteria:~~

~~1. The information contained on the expense report and in the attached documentation is consistent with this policy;~~

~~2. The funds for travel have been appropriated in the current budget;~~

~~3. The expenditure is charged to the proper~~

~~account(s). (2) Responsibility of traveler.~~

~~A. Authority travelers are expected to spend the Authority's funds prudently. Business travel expenses will be paid if they are within the parameters of the Authority's policies and procedures.~~

~~B. Since frequent flyer miles earned by Authority travel cannot be used for personal use and should be used for subsequent business travel. It is the responsibility of the traveler to keep track of these miles.~~

~~(3) Responsibility of the Authority. It is the Authority's responsibility to~~

~~ensure the reasonableness of travel related expenses and to process timely reimbursements. The expenses will be subject to final approval by the Internal Audit Department.~~

~~(e)656.03 Internal Audit. Travel expenses will be subject to a final compliance review by the Internal Audit Department.~~

656.04 Authorization of Travel.

~~(1a)~~ Insofar as practical, travel by the ~~CEO,~~ General Manager/~~Secretary—Treasurer~~ and members of the Board of Trustees should receive prior approval by the President of the Board of Trustees, or the Vice-President of the Board of Trustees in the absence of the President.

~~(2b)~~ Travel by all other staff requires prior approval of ~~his/her~~ the traveler's department director. It is the responsibility of the ~~Department Director~~ department director to determine the business necessity for travel and that all appropriate procedures are followed. The General Manager or designee must also approve staff travel.

~~The CEO, General Manager or designee must also approve staff travel.~~

~~(3)~~ ~~Travel request should be submitted at least 30 days prior to travel, excluding emergency and unforeseen travel. The request must be made using the appropriate travel forms.~~

~~(4)~~ ~~Travel request forms must include an estimate of the cost to the Authority. The cost estimate should include all expenses and be based on the appropriate total of the hotel cap (up to CONUS plus 25% does not include taxes) and per day per diem for meal and other incidental expenses, for the applicable city of destination. It is the responsibility of the travel to obtain the estimates and per diems and attach them to the request form. (Per diem is based on CONUS index plus 25% and can be obtained at <http://policyworks.gov>. "Maximum lodging" is the maximum amount to be reimbursed for daily hotel expenses, plus 25%, excluding taxes. "Meals and incidentals rate" is the amount to be reimbursed for the daily per diem.)~~

~~(5)~~ ~~Cancellations are the responsibility of the traveler. If changes or cancellations are required, the traveler must make all arrangements for such. The traveler must furthermore ensure that deposits or other Authority expenses are refunded to the maximum extent possible. Should a cancellation or change result in costs to Authority, the traveler must justify the change. The traveler may be liable for cancellation and changes not of a business nature or those not pursued in a timely manner. A travel expense account should be processed reflecting any and all prepayments and deposits and a memo explaining why the trip was cancelled. A traveler will be reimbursed for~~

any expenses he/she paid and lost as a result of a justified cancellation of the trip. Reimbursement should be requested by processing the receipts with the travel and expense form and a memo explaining why the trip was cancelled.

~~(f) — Travel Arrangements.~~

~~(1) — Prepayment of expenses.~~

~~A. — Prepayment by the Authority of travel expenses, i.e., conference fees or registration fees, hotel deposit, hotel, et., is permitted. Prepayment by RTA can be utilized by an approved RTA procurement method (i.e., purchase order, purchasing card, etc.). Prepayment by check may be requested by submitting a memo/appropriate form with a copy of the approved travel request form, to the Accounting Department for processing. The copy of the travel request form must have the appropriate sections completed for the requested prepayment(s).~~

~~B. — Personal credit cards may be used for prepayment of travel expenses, however, employees will still be accountable for these expenses. A traveler may request reimbursement of expenses incurred 30 or more days before the date of travel, by submitting a memo/appropriate form with documentation of prepayment, and a copy of the approved travel request form, to the Accounting Department for processing. Any "bonuses" or "perks" earned by use of personal credit cards used for business of Authority can be used for the personal benefit of the traveler. The copy of the travel request form must have the appropriate sections completed for the requested reimbursement.~~

~~C. — These procedures apply to all GCRTA employees, officers and Board Members while traveling on approved Authority business. Travelers should familiarize themselves with these procedures prior to travel to facilitate the Authority travel experience.~~

~~(g) — Transportation. For travel on Authority business, transportation by the most economical means is recommended.~~

~~Traveling on weekends may be allowed if it results in lower overall travel expenditures to the Authority (i.e., extra days, the additional hotel expense, daily per diem and difference in air travel). Travel expenditures include airfare, hotel, and per diem expenses.~~

~~(1) — Air travel/train travel.~~

~~A. — Airline or train reservations are to be made by the designated Department/Division Travel Coordinator or by the traveler. B. Air or train travel should be guided by the following:~~

- ~~1. — Lowest logical fare;~~

~~B. Parking fees and tolls while traveling will be reimbursed as part of the total transportation expense for the trip.~~

~~(5) Ground transportation expenses. Ground transportation expenses, including shuttle services, taxi fares, and public transportation will be included in the traveler's daily per diem allowance and will not be reimbursed separately. Under special circumstances, where ground transportation is excessive due to unavailability of public transportation or airport shuttles, exceptions will be considered for approval by the CEO, General Manager/Secretary-Treasurer or designee.~~

~~(6) Lodging guidelines. Traveler will be compensated for lodging expenses for each night stayed in the destination city at the rate of up to CONUS plus 25%. Up to CONUS plus 25% for hotel does not include taxes. Prepayment by RTA of hotel deposits or hotel expenses is not encouraged but may be made in special circumstances if approved by the Division Head.~~

~~(7) Conference fees. Request for payment of conference fees should be processed in a timely fashion to ensure the lowest possible conference fee or no late registration penalties. Prepayment may be made by use of RTA procurement/purchase order process or by personal credit card.~~

~~(h) Reimbursement.~~

~~(1) Responsibilities of the traveler.~~

~~A. Upon return from the trip, the employee is to complete the Employee Travel and Expense Form and verify the mathematical accuracy of the form.~~

~~B. Ensure that all applicable documents that are listed below are attached to the Employee Travel and Expense Form:~~

~~1. A trip report memorandum, which briefly summarizes where the employee went, the purpose of the trip and what benefits can the GCRTA expect as a result of the employee's trip;~~

~~2. Documentation that supports all allowable expenses that are incurred by the employee, as well as any expenses that were prepaid by the GCRTA that are identified on the Employee Travel and Expense Form. Documentation for items such as lodging, airfare, registration of conference fees, mileage report, parking, tolls, fuel, and rental car receipt if applicable;~~

~~3. A copy of the CONUS index for the respective~~

~~city. (2) Responsibilities of the Authority.~~

~~A. Responsibility of the Authority. It is the responsibility of the Authority to process all travel request forms within 12 days of receipt from the employee.~~

~~B. Responsibility of the Approver Director. Upon receiving of the employee's travel and expense form, the approver performs a cursory review to ensure the following:~~

- ~~1. The appropriate documentation is attached;~~
- ~~2. Travel expenses are in accordance with travel policies and procedures;~~
- ~~3. The mathematical accuracy of the form;~~
- ~~4. Expenses are being posted against the proper account code distribution (fund mode cost center function object class).~~

~~The approver signs/dates and submits the reimbursement request to Internal Audit Department within three business days of receipt from the employee.~~

~~(3) Responsibility of Internal Audit. Internal Audit will review the reimbursement form for compliance, date, and submit the reimbursement form to the CEO, General Manager/Secretary-Treasurer (or designee) for signature within three business days of receipt from the approver.~~

~~(4) Responsibility of the CEO, General Manager/Secretary Treasurer (or designee). The CEO, General Manager/Secretary Treasurer (or designee) shall sign/date and submit the reimbursement request to the Accounting Department within three business days of receipt from the Internal Audit Department.~~

~~(5) Responsibility of Accounting. The form is then released to the Accounting Department for processing and payment of reimbursement to the employee within three business days of receipt from CEO, General Manager/Secretary Treasurer (or designee).~~

Res. 1996-185. Passed 12-17-96; Res. 1999-147. Passed 10-26-99;
Res. 2004-123. Passed 9-21-04. Res. 2020-XX. Passed XX-XX-XX.)

RESOLUTION NO. 2020-79

AMENDING CHAPTER 656 "TRAVEL POLICY AND PROCEDURES" OF THE
CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND
REGIONAL TRANSIT AUTHORITY

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

WHEREAS, the travel policy was last updated in 2004; and

WHEREAS, the Authority has conducted a review and determined that, particularly in light of the changes in the travel industry since 2004, certain portions of Chapter 656, Travel Policy and Procedures, must be revised.

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

Section 1. That Chapter 656, Travel Policy and Procedures, is hereby amended to read as specified in Attachment A hereto.

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

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

Attachment: A. Chapter 656

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer

Attachment A to Resolution

CHAPTER 656
Travel Policy

- 656.01 Purpose/Scope.
- 656.02 General Provisions
- 656.03 Internal Audit
- 656.04 Authorization of Travel

CROSS
REFERENCES

Reimbursement of Board member for reasonable expenses – see Ohio R.C. 306.33

Authority of Board of Trustees to manage and conduct affairs – see Ohio R.C. 306.34

Rules for administration and operation of transit facilities – see Ohio R.C. 306.35

Reimbursement of members of Board of Trustees and officers and employees of the GCRTA for properly incurred expenses – see Bylaws Art. IV, Section 7

Airline frequent flyer miles – see Ohio Revised Code Sections 102.03(D) and (E); Ohio Revised Code Sections 2921.42(A)(4) and 2921.43(A); Ohio Ethics Commission Opinion No. 91-010; Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated March 31, 2020

Credit card rewards programs – see Ohio Revised Code Sections 102.03(D) and (E); Ohio Ethics Commission Informal Opinion No. 2003-INF-0224-1; Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated March 31, 2020; Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated May 6, 2020; Ohio Ethics Commission Opinion No. 2011-08; Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012

656.01 Purpose/Scope.

- (a) This policy concerns travel on official Authority business to attend and participate in conferences, seminars, meetings and other events or field visits that are in the Authority's best interest. It is designed to ensure the accurate and efficient handling of travel and other related expenses incurred by members of the Board of Trustees and the staff of the Authority consistent with applicable laws and the public

interest.

- (b) This policy provides guidance to those traveling on Authority business that will permit low cost, convenience, ease of administration, overall cost-effectiveness, consistency of reimbursement, and compliance with federal, state and local law and GCRTA policy.

656.02 General Provisions.

- (a) All travelers are required to be fully knowledgeable regarding GCRTA's travel policies and procedures.
- (b) Use of public transportation during Authority travel, including travel to and from the airport, is strongly encouraged.
- (c) Employees with disabilities will be accommodated pursuant to the Americans with Disabilities Act.
- (d) GCRTA Board members and officers and employees of the GCRTA may not accept, solicit, or use the authority or influence of their position to obtain a discounted or free "frequent flyer" airline ticket for personal travel or other benefit from an airline if they have obtained the ticket or other benefit from the purchase of airline tickets for use in official travel by GCRTA. GCRTA Board members and officers and employees of the GCRTA may not use such a discounted or free "frequent flyer" airline ticket or other benefit for personal travel. Authority Board members, officers and employees may not use personal frequent flyer accounts for Authority travel.
- (e) An Authority Board member or officer or employee of the GCRTA whose duties for the Authority include negotiating or authorizing Authority contracts with financial service providers and who are aware that their personal rewards program credit card is issued by a bank that is doing or seeking to do business with the Authority may not use the rewards program credit card issued by a vendor bank to pay for expenses incurred while engaging in public business for the Authority. An Authority officer or employee who is either, (1) unaware that their personal rewards credit card is issued by a bank that is an Authority vendor, or (2) has no duties that include negotiating or authorizing Authority contracts with financial service providers, is not prohibited from using a personal rewards card from any issuing bank while engaging in public business for the Authority and receiving benefits of the card's reward program, which could include frequent flyer credits, unless the card's use results in a higher cost for the Authority or reimbursement that is greater than the debt owed to the card issuer.
- (f) Travelers will be reimbursed for lodging expenses up to the CONUS index established by the U. S. General Services Administration ("GSA CONUS rate") plus 25% for each evening in the destination city. Up to the GSA CONUS rate plus 25% for lodging does not include taxes.

- (g) Travelers will be reimbursed for actual expenses up to a daily per diem based on the destination city's GSA CONUS rate plus 25%, for meals and other incidental expenses for each full day of travel and 75% of that amount for the first and last days of travel.
- (h) Travel to locations outside the United States will be reimbursed by the international GSA CONUS rate plus 25%, for lodging, meals and other incidental expenses for each day of travel. Reimbursement will be made at the published daily average exchange rate for each individual day of travel.
- (i) The following types of expenses are non-allowable:
 - (1) Travel, lodging or other expenses for spouses, families and friends of GCRTA personnel;
 - (2) Valet service (except for extended trips of one week or more);
 - (3) Alcoholic beverages;
 - (4) Entertainment (including movie rentals);
 - (5) Contributions and donations with Authority funds.
- (j) The General Manager is authorized to issue and make modifications to administrative procedures to implement this policy.

656.03 Internal Audit. Travel expenses will be subject to a final compliance review by the Internal Audit Department.

656.04 Authorization of Travel.

- (a) Insofar as practical, travel by the General Manager/ and members of the Board of Trustees should receive prior approval by the President of the Board of Trustees, or the Vice-President of the Board of Trustees in the absence of the President.
- (b) Travel by all other staff requires prior approval of the traveler's department director. It is the responsibility of the department director to determine the business necessity for travel and that all appropriate procedures are followed. The General Manager or designee must also approve staff travel.

Res. 1996-185. Passed 12-17-96; Res. 1999-147. Passed 10-26-99;
Res. 2004-123. Passed 9-21-04. Res. 2020-XX. Passed XX-XX-XX.)



TITLE/DESCRIPTION: APPROVING ADDITIONAL PURCHASING CARDS FOR TRAVEL ON AUTHORITY RELATED BUSINESS	Resolution No.: 2020-80
	Date: October 22, 2020
	Initiator: Finance & Administration Division
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This resolution seeks Board of Trustee approval of the list of positions designated to use Purchasing Cards ("P-Cards") for travel related purposes while on Authority business.

- 2.0 DESCRIPTION/JUSTIFICATION: According to Ohio Ethics Commission Informal Opinion No. 2003-INF-0224-1, Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford Dated May 6, 2020, Ohio Ethics Commission Opinion No. 2011-08 and Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012, an Authority Board member, officer or employee whose duties for the Authority include negotiating or authorizing Authority contracts with financial service providers and who are aware that their personal rewards program credit card is issued by a bank that is doing or seeking to do business with the Authority may not use the rewards program credit card issued by a vendor bank to pay for expenses incurred while engaging in public business for the Authority.

The Authority management has undertaken a review of the positions that would be directly impacted by the Ohio Ethics Commission guidance and created a list of the positions to be authorized for the use of new "travel only" Purchasing Cards. The "travel only" Purchasing Card will cover travel and related costs such as: ground transportation, airline, hotel, and meals. The limits for the "travel only" Purchasing Card will be determined by the department's annual budget allocation. To ensure compliance, the authorized Board member, officer or employee will request the "travel only" Purchasing Card during the process of obtaining the required approvals prior to travel. The "travel only" Purchasing Cards will be issued upon traveling by the Purchasing Card Administrator. Once the Board member, officer or employee has finished traveling they will return the card to the Purchasing Card Administrator for safe-keeping.

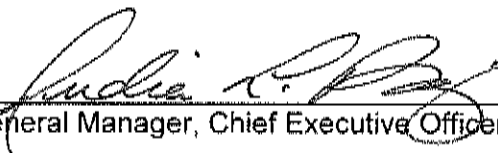
- 3.0 PROCUREMENT BACKGROUND: Does not apply.

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

- 5.0 POLICY IMPACT: This action is consistent with the Procurement Policy, which allows for the use of Purchasing Cards for purchases not exceeding the small purchase limit. This action is also necessary to comply with the Authority's travel policy and administrative procedure, which are being updated to implement the requirements of the Ohio ethics laws and guidance from the Ohio Ethics Commission.

- 6.0 ECONOMIC IMPACT: All travel related Purchasing Card expenses will be funded from the user department's annual budget allocation.
- 7.0 ALTERNATIVES: Reject this resolution. Rejection of this resolution would result in non-compliance with the Ohio ethics laws and guidance from the Ohio Ethics Commission.
- 8.0 RECOMMENDATION: This resolution was discussed at the October 6, 2020 Committee of the Whole meeting and recommended for consideration by the full Board or Trustees.
- 9.0 ATTACHMENTS: NONE.

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


General Manager, Chief Executive Officer

RESOLUTION NO. 2020-80

APPROVING PURCHASING CARDS FOR TRAVEL ON AUTHORITY RELATED BUSINESS

WHEREAS, the Board of Trustees adopted Resolution 2003-064 on May 20, 2003, authorizing the use of purchasing cards for Authority business by designated employees and positions; and

WHEREAS, the Board of Trustees has subsequently authorized additional employees and positions designated to use purchasing cards; and

WHEREAS, while updating the Authority's travel policy, the Authority has recently received guidance from the Ohio Ethics Commission providing that, under certain circumstances, Authority Board members, officers or employees whose duties for the Authority include negotiating or authorizing Authority contracts with financial service providers would be prohibited from using personal rewards program credit cards issued by financial institutions that are doing or seeking to do business with the Authority for Authority travel; and

WHEREAS, Authority management has undertaken a review of the positions whose duties for the Authority include negotiating or authorizing Authority contracts with financial service providers, resulting in a recommendation to establish a new "travel only" Purchasing Card.

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

Section 1. That the following positions are designated to use "travel only" Purchasing Cards for travel on Authority business:

Members of the Board of Trustees
General Manager, Chief Executive Officer
Deputy General Manager for Legal Affairs
Attorneys in the Legal Department who negotiate or review contracts with financial service providers
Deputy General Manager for Finance and Administration
Cash Manager
Director of Procurement
Contract administrators who handle procurements for financial services

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

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer



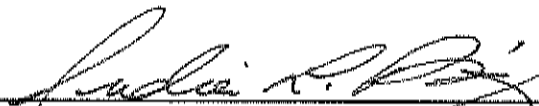
TITLE/DESCRIPTION: APPROVING REVISED LIST OF POSITIONS DESIGNATED TO USE PURCHASING CARDS	Resolution No.: 2020-81
	Date: October 22, 2020
	Initiator: Finance & Administration Division
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This resolution seeks Board of Trustee approval of the revised list of positions designated to use Purchasing Cards ("P-Cards") for Authority business.
- 2.0 DESCRIPTION/JUSTIFICATION: This action will increase the number of positions designated to use Purchasing Cards to purchase items in accordance with the Procurement Policy. These additions will allow for use of Purchasing Cards for additional employees in several Authority departments.

 The Authority management has undertaken a review of the current list of employees and positions designated to use Purchasing Cards. Currently, there are 94 authorized positions for Purchasing Card use. Following management review, it was proposed that the list of authorized users be revised. Staff recommended the addition of only new positions. The proposed revised list to add 9 new positions will increase the number of authorized users from 94 to 105. Some of the positions have multiple individuals with the same title.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: This action is consistent with the Procurement Policy, which allows for the use of P-Cards for purchases not exceeding the small purchase limit.
- 6.0 ECONOMIC IMPACT: All P-Card transactions will be funded from the user department's annual budget allocation.
- 7.0 ALTERNATIVES: Reject this resolution. Rejection of this resolution would result in maintaining a list of P-card users that does not reflect needed changes.
- 8.0 RECOMMENDATION: It is recommended that this effort seeking approval from the Board of Trustees of the revised list of positions designated to use purchasing cards, be accepted and the resolution passed.

9.0 ATTACHMENTS: NONE

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



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-81

APPROVING REVISED LIST OF POSITIONS DESIGNATED TO USE
PURCHASING CARDS

WHEREAS, the Board of Trustees adopted Resolution 2003-064 on May 20, 2003, authorizing the use of purchasing cards for Authority business by designated employees and positions; and

WHEREAS, the Board of Trustees amended Resolution No. 2003-064 pursuant to Resolution No. 2006-052 on March 21, 2006, Resolution No. 2008-058 on April 15, 2008, Resolution No. 2009-111 on December 15, 2009, Resolution No. 2011-027 on March 22, 2011, Resolution No. 2011-117 on December 20, 2011, Resolution No. 2013-125 on December 17, 2013, Resolution No. 2015-119 on December 15, 2015, Resolution No. 2018-074 on July 14, 2018 and Resolution No. 2019-119 on December 17, 2019 authorizing additional employees and positions designated to use purchasing cards; and

WHEREAS, Authority management has undertaken a review of the current list of 94 purchasing card users, resulting in a recommendation to add 9 new positions, for a revised list of 105 authorized users.

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

Section 1. That the following additional positions are designated to use purchasing cards:

Transit Police Sergeant (Transit Police)

Railcar Project Lead Manager (Fleet Management)

Quality Assurance/Warranty Mechanical (Fleet Management)

Quality Assurance/Warranty Mechanical – CDL (Fleet Management)

Vehicle Engineer (Fleet Management)

Configuration Management Eng.-Vehicles (Fleet Management)

Administrative Assistant (Labor and Employee Relations)

Vehicle Maintenance Instructor (Training & Employee Development)

Marketing Associate (Marketing)

Section 2. That Attachment A to this resolution is a complete list of positions designated to use purchasing cards and includes the addition of nine (9) new positions.

Section 3. That this Attachment A replaces the attachments to all prior resolutions referred to in this resolution.

Section 4. That the, CEO, General Manager is authorized to update future changes in job titles.

Section 5. That beyond these modifications, Resolution 2003-064 remains unchanged.

Resolution No. 2020-81
Page 2

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

Attachment A: Positions Designated to Use Purchasing Cards.

Adopted: October 27, 2020

President

Attest: _____
Interim Secretary-Treasurer

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
ATTACHMENT A
POSITIONS AND EMPLOYEES DESIGNATED TO USE PURCHASING CARDS

Executive Division /Department(s)

1	Executive	General Manager, CEO
2	Executive	Secretary to General Manager
3	Executive	Executive Assistant/Executive Secretary/Treasurer to BOT
4	Executive	Executive Secretary
5	Internal Audit	Executive Director, Internal Audit

Engineering & Project Mgmt. Division/Department(s)

6	Engineering & Project Management	Executive Secretary, Engineering & Project Management
7	Engineering & Project Management	Administrative Assistant
8	Engineering & Project Management	Administrative Assistant

Marketing Division/Department(s)

9	Marketing	Supervisor, Marketing Development
10	Marketing	Marketing Manager
11	Marketing	Marketing Associate

Information Technology

12	ITS/End User Support	Manager, ITS/End User Support
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Finance & Administration Division/Department(s)

13	Finance & Administration	Executive Secretary, Finance & Administration
14	Accounting	Director, Accounting
15	Office of Business Development	Director, Office of Business Development
16	Office of Management & Budget	Director, Office of Management & Budget

17	Procurement	Procurement Team Leader
18	Revenue	Supervisor, Computer Room
19	Support Services	Manager, Support Services

Human Resources Division/Department(s)

20	Human Resources	Executive Secretary
21	Human Resources	Talent Management Coordinator
22	Labor & Employee Relations-Administration	Secretary I
23	Labor & Employee Relations-Administration	Lead Benefits Specialist

24	Training & Employee Development - Maintenance Training	Vehicle Maintenance Instructor
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Legal Affairs Division/Department(s)

25	Legal Affairs	DGM, Legal Affairs
26	Risk Management	Director, Risk Management
27	Claims	Manager, Claims
28	Safety	Director, Safety
29	Safety	Business Analyst

Operations Division/Department(s)

30	Operations	Executive Secretary
31	Operations	Manager, Asset & Configuration
32	Triskett -Administration	Administrative Assistant, Triskett
33	Triskett -Transportation Administration	Manager, Transportation Triskett
34	Triskett-Equipment	Manager, Equipment Triskett
35	Triskett-Facilities	Manager, Facilities Triskett
36	Triskett-Maintenance	Maintenance Leader, Triskett

37	Hayden-Administration	District Director, Hayden
38	Hayden-Administration	Administrative Assistant
39	Hayden-Facilities	Manager, Facilities Hayden
40	Hayden-Equipment	Manager, Equipment Hayden
41	Hayden-Equipment	Assistant Equipment Manager, Hayden
42	Hayden-Maintenance	Maintenance Leader, Hayden
43	Rail-Administration	Secretary I
44	Rail-Transportation	Manager, Transportation Rail
45	Rail-Facilities-Administration	Manager, Facilities Rail
46	Rail-Facilities-Administration	Supervisor, Rail Facilities
47	Rail-Facilities-Administration	Supervisor, Rail Facilities
48	Rail-Facilities-Administration	Supervisor, Janitorial Services
49	Rail-Facilities Maintenance West Side	Maintenance Leader
50	Rail-Equipment-Administration	Manager, Rail Equipment
51	Rail-Equipment-Administration	Equipment Administrator Rail
52	Rail-Administration	Operations Staff Assistant, Rail
53	Rail-Administration	Staff Assistant
54	Rail Facilities East Side	Maintenance Leader
55	Rail Facilities East Side	Maintenance Technician
56	Rail Facilities-Power & Way(Track & Signals)	Manager, Power & Way
57	Rail Facilities-Power & Way(Track & Signals)	Administrative Assistant
58	Fleet Management-Administration	Director, Fleet Management
59	Fleet Management-Administration	Administrative Assistant/Engineering Fleet Planning
60	Fleet Management-Administration	Railcar Project Lead/Manager
61	Fleet Management-Facilities	Manager, Facilities Fleet Management
62	Fleet Management-Facilities-Administration	Manager, Fleet Planning and Engineering
63	Fleet Management-Inventory	Manager, Supply Chain Management
64	Fleet Management-Inventory	Material Contract & Release Specialist
65	Fleet Management-Inventory	Material Contract & Release Specialist
66	Fleet Management-Inventory	Material Planner
67	Fleet Management-Administration	QA Warranty Administrator, Fleet Management
68	Fleet Engr. & Quality Assurance - Administration	Configuration Management Eng\.-Vehicles


69	Fleet Engineering & Quality Assurance - Q/A Warranty Administration	Quality Assurance/Warranty Mechanical
70	Fleet Engineering & Quality Assurance - Q/A Warranty Administration	Quality Assurance/Warranty Mechanical -CDL
71	Fleet Engr. & Quality Assurance - Q/A Warranty Administration	Quality Assurance/Warranty Mechanical -CDL
72	Fleet Engr. & Quality Assurance - Q/A Warranty Administration	Quality Assurance/Warranty Electrical
73	Fleet Engr. & Quality Assurance - Equipment Engineering - Bus	Vehicle Engineer
74	Fleet Engr. & Quality Assurance - Equipment Engineering - Bus	Vehicle Engineer
75	Fleet Management-CBM	Supervisor, CBM
76	Fleet Management-CBM Equipment	Supervisor, Electronic Repair
77	Fleet Management-CBM Equipment	Manager, Electronic Repair
78	Fleet Management-CBM Unit Rebuild	Supervisor-Performance
79	Fleet Management-CBM	Manager, Equipment CBM
80	Paratransit-Administration	District Director, Paratransit
81	Paratransit-Administration	Clerk Typist
82	Paratransit-Facilities	Manager, Facilities Paratransit
83	Service Management-Administration	Planning Secretary
84	Service Management-Facilities Administration	Supervisor, Janitorial Services
85	Service Management-Facilities Maintenance	Maintainer
86	Service Management - Operations	Maintenance Leader
87	Service Management-Facilities Shelter Maintenance	Maintainer
88	Service Management-Facilities Administration	Bus Shelter & Bus Garage Maintenance Supervisor
89	Service Management-Facilities Administration (MO)	Manager, Central Facilities
90	Service Quality Management	Office Manager, Service Quality Management
91	Intelligent Transportation Systems(ITS)	Manager, Intelligent Transportation System
92	Transit Police	Executive Secretary
93	Transit Police	Security Systems Manager
94	Transit Police	Lieutenant
95	Transit Police	Commander-Transit Police
96	Transit Police	Commander-Transit Police
97	Transit Police	Sergeant-Transit Police
98	Transit Police	K-9 Team Transit Police

99 Transit Police
100 Transit Police
101 Transit Police
102 Transit Police
103 Transit Police
104 Transit Police
105 Transit Police

K-9 Team Transit Police
K-9 Team Transit Police
K-9 Team Transit Police
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K-9 Team Transit Police



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

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

Date: October 22, 2020

Subject: Strategic Plan

At their October 6 meeting, the External and Stakeholders Relations & Advocacy Committee meeting voted to forward the Framework for the Future Plan, 2021-2030 for adoption to the Board of Trustees. During that meeting, members raised some questions regarding the presentation. The attached documentation addresses those concerns. They include the following:

- Comparison of Peer Transit agencies strategic plan objectives
- Comprehensive listing of the goals and their corresponding actions over the 10-year term of the plan
- Prioritization of goals and objectives over the plan term
- Synchronization of actions/objectives/goals with metrics

This information is displayed in slide format that will be inserted into the master strategic planning presentation. Additionally, GCRTA staff have met with each member of the External and Stakeholders Relations & Advocacy Committee.

This Framework for the Future will assist in guiding GCRTA's activities over the years to achieve its objectives. It will work with and correspond to an annual business plan being development by TransPro Inc. The TransPro plan will be presented to the Board of Trustees soon establishing metrics through which GCRTA will measure its progress.

The adoption of the Framework For the Future, 2021-2030 is an important step in the continued evolution of GCRTA's services to meet the ever changing public transportation climate. I look forward to discussing this with you if you require any additional information.

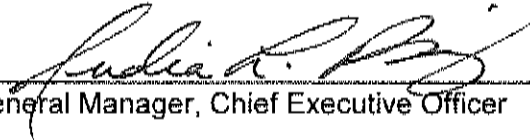
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TITLE/DESCRIPTION: ADOPTING THE FRAMEWORK FOR THE FUTURE STRATEGIC PLAN	Resolution No.: 2020-82
	Date: October 22, 2020
	Initiator: Programming & Planning
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow adoption of the Framework for the Future Strategic Plan ("Strategic Plan"), which provides a roadmap for the Greater Cleveland Regional Transit Authority ("GCRTA" or "Authority") over the next 10-year period through 2030.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The existing GCRTA strategic plan was adopted in 2011 and expires in 2020. The contract to complete the Framework for the Future Strategic Plan was awarded by the Board in February 2019 to HDR Engineering, Inc. The updated plan sets forth key initiatives, goals and objectives based upon data gathering and research and reinforced by a robust engagement of the community including GCRTA employees, customers and stakeholders. Its covers the period from 2021-2030. Its primary focus is on servicing the customers of GCRTA and engaging the community. It is driven by service improvements, infrastructure investments, and technology advancements that serve as critical elements in a transit agency's success outcomes.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** This action is compliant with the Chapter 1091 of GCRTA's Codified Rules and Regulations and is consistent with Board resolutions passed in 1993, 2004, and 2011 that adopted earlier versions of strategic plans.
- 6.0 **ECONOMIC IMPACT:** Projects highlighted in the Strategic Plan will enable the Authority to meet the changing demands of public transportation in a cost-effective and fiscally responsible manner.
- 7.0 **ALTERNATIVES:** The Board could reject adoption of the Strategic Plan, choosing not to support the Plan's recommendations. This action would allow the existing 2011 Long Range Plan, which is outdated and based upon neither the existing demographic nor fiscal trends faced by the Authority, to remain the governing document for the Authority.
- 8.0 **RECOMMENDATION:** The Strategic Plan was approved by the External & Stakeholders Relations & Advocacy Committee at its October 6, 2020 meeting and recommended for adoption by the full Board of Trustees.
- 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 2020-82

ADOPTING THE FRAMEWORK FOR THE FUTURE STRATEGIC PLAN OF
THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

WHEREAS, in April 1993, the Greater Cleveland Regional Transit Authority ("Authority") adopted Transit 2010, the Authority's first Long Range Plan; and

WHEREAS, in December 2004, the Authority adopted an update of that plan; and

WHEREAS, in March, 2011, the Authority adopted a new strategic plan that sunsets in 2020; and

WHEREAS, in February, 2019 the Authority awarded a contract to HDR Engineering, Inc. for the development of a new strategic plan; and

WHEREAS, Chapter 1091 of the Authority's Codified Rules and Regulations provides for the Authority to perform periodic review and update of its planning document to anticipate and respond to the transportation needs of the Greater Cleveland community; and

WHEREAS, the Framework for the Future Strategic Plan ("Strategic Plan") is the product of data analysis, regional trend analysis and engagement of transit officials, committees, GCRTA Board members, staff and committees, and the general public; and

WHEREAS, the Strategic Plan provides a realistic vision of the future transit system based upon the trends of the State of Ohio, the Northeast Ohio region, Cuyahoga County, the City of Cleveland, and travel trends for the state, region and county; and

WHEREAS, the Strategic Plan will help to expand mobility options for residents and visitors of Cuyahoga County by improving access within Greater Cleveland's employment, entertainment, tourist, recreational, and residential areas while promoting more efficient use of land and innovative deployment of state-of-the-art technology to better serve GCRTA customers within GCRTA's service area; and

WHEREAS, implementing the coordination of long-term, multi-modal improvements to the region's public transit system will help meet clean air mandates and quantifiable benefits to the region's economy; and

WHEREAS, the Strategic Plan will guide the Authority in maximizing the priority of its capital projects, leveraging the most benefits to the greatest number of passengers in the most cost-effective manner possible; and

WHEREAS, the Strategic Plan reflects the vision of the Authority.

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

Section 1. That the Framework for the Future Strategic Plan ("Strategic Plan") be adopted and serve as a conceptual guide for short and longer term public transit plans and improvements in Cuyahoga County.

Section 2. That the appropriate project elements of the Strategic Plan be incorporated into the transit element of the region's long-range transportation plan maintained by NOACA, the region's metropolitan planning organization.

Section 3. That the Strategic Plan shall continue to receive reviews and updates in order to continue to reflect the Authority's priorities and fiscal condition to continue to meet the changing travel needs of Cuyahoga County's citizens and visitors.

Section 4. That the General Manager, Chief Executive Officer be, and is hereby authorized to take those steps necessary to carry out the implementation of projects outlined in the Strategic Capital Plan, subject to budgetary appropriations and authorizations required by the Board of Trustees.

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

Adopted: October 27, 2020

President

Attest: _____

Interim Secretary-Treasurer



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

	CURRENT MONTH	PRIOR YR MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2020 YTD	2019 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 742,589	\$ 1,431,100	\$ (688,511)	(48.11%)	1.93%	\$ 7,462,301	\$ 12,777,019	\$ (5,314,718)	(41.69%)	2.39%
PASS/TICKET SALES	543,195	1,143,218	(600,023)	(52.49%)	1.41%	5,593,364	10,556,846	(4,963,482)	(47.02%)	1.79%
CHSD - STUDENT FARECARDS	4,086	-	4,086	-	0.01%	812,889	-	812,889	-	0.25%
L/PASS	-	54,059	(54,059)	-	0.05%	1,503,960	3,358,775	(1,854,815)	(55.24%)	0.51%
MOBILE TICKETING	334,715	496,890	(162,175)	(32.65%)	0.84%	3,273,962	4,043,855	(769,893)	(19.04%)	1.05%
SUBTOTAL PASSENGER FARES	1,614,575	3,125,307	(1,510,732)	(48.34%)	4.19%	18,745,495	28,734,445	(9,988,950)	(34.76%)	6.01%
OPERATING SUBSIDIES:										
SALES & USE TAX	19,853,853	19,225,063	628,790	2.23%	51.02%	156,203,790	157,626,411	(1,422,621)	(0.90%)	50.08%
SUBTOTAL OPERATING SUBSIDIES	19,853,853	19,225,063	628,790	2.23%	51.02%	156,203,790	157,626,411	(1,422,621)	(0.90%)	50.08%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	14,220	14,990	(770)	(5.14%)	0.04%	1,556,776	1,322,530	234,246	17.73%	0.50%
RAMBLING RIGHTS/LESS COMMISSIONS	-	-	-	-	0.00%	350,379	273,700	76,679	28.02%	0.11%
RENTAL INCOME	22,052	4,830	17,222	356.42%	0.06%	203,136	268,136	(65,000)	(23.67%)	0.07%
INTEREST INCOME	54,602	50,744	3,858	7.62%	0.14%	648,051	710,539	(62,488)	(8.78%)	0.21%
OTHER	16,156	12,186	3,970	32.66%	0.03%	76,387	151,550	(75,163)	(49.63%)	0.02%
SUBTOTAL OTHER REVENUE	101,030	82,720	18,310	22.13%	0.26%	2,634,731	2,723,946	(89,215)	(3.28%)	0.91%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUEL/PROPANE TAX REFUNDS	389,888	-	389,888	-	0.96%	2,707,912	1,242,393	1,465,519	117.96%	0.87%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	26,250	192,945	(166,695)	(86.42%)	0.07%	781,287	1,031,328	(250,041)	(24.24%)	0.25%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	20,000,000	13,092,038	6,907,961	52.76%	6.41%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	0.00%	583,971	98,610	485,361	481.64%	0.19%
MISCELLANEOUS RECEIPTS	49,115	42,877	6,238	14.55%	0.13%	2,369,452	1,873,962	495,490	26.46%	0.75%
FEDERAL CARES ACT	16,708,994	-	16,708,994	-	43.37%	197,777,768	-	197,777,768	-	34.54%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	17,154,247	235,822	16,918,425	7174.24%	44.53%	134,220,290	17,337,990	116,882,300	674.14%	43.02%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 38,523,705	\$ 22,686,912	\$ 15,836,793	69.84%	100.00%	\$312,005,307	\$206,422,792	\$105,582,515	51.15%	100.00%



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

	BUDGET MONTH	CURRENT MONTH	VARIANCE	% CHANGE	CURRENT % OF TOTAL	2020 YTD BUDGET	2020 YTD	VARIANCE	% CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 2,770,862	\$ 742,589	\$ (2,028,273)	(73.20%)	1.93%	\$ 12,511,160	\$ 7,462,301	\$ (4,948,859)	(39.39%)	2.39%
PASSTICKET SALES	2,248,655	543,185	(1,705,470)	(75.85%)	1.41%	9,965,395	5,593,354	(4,372,041)	(44.04%)	1.79%
CHSD - STUDENT FARECARDS	1,110,227	4,098	(1,106,141)	(99.63%)	0.01%	4,932,828	812,989	(4,119,839)	(83.52%)	0.26%
U-PASS	394,245	-	(394,245)	-	0.00%	1,751,663	1,803,980	52,317	(4.3%)	0.51%
MOBILE TICKETING	894,512	324,715	(569,797)	(63.70%)	0.84%	3,974,389	3,273,952	(700,437)	(17.62%)	1.05%
SUBTOTAL PASSENGER FARES	7,419,501	1,614,517	(5,804,976)	(78.24%)	4.19%	32,965,435	18,745,456	(14,219,979)	(43.13%)	5.91%
OPERATING SUBSIDIES:										
SALES & USE TAX	19,515,381	19,653,853	138,472	0.71%	51.02%	160,006,565	156,203,790	(3,802,775)	(2.38%)	50.08%
SUBTOTAL OPERATING SUBSIDIES	19,515,381	19,653,853	138,472	0.71%	51.02%	160,006,565	156,203,790	(3,802,775)	(2.38%)	50.08%
OTHER REVENUE:										
ADVERTISING CONCESSIONS/COMMISSIONS	15,669	14,220	(1,449)	(9.24%)	0.04%	1,362,395	1,556,778	174,383	12.81%	0.59%
NAMING RIGHTS/LESS COMMISSIONS	-	-	-	-	0.00%	466,017	350,379	(115,638)	(24.81%)	0.11%
RENTAL INCOME	5,205	23,052	16,847	323.70%	0.06%	268,570	203,136	(65,434)	(29.61%)	0.07%
INTEREST INCOME	43,457	54,602	11,145	26.65%	0.14%	608,491	646,051	37,560	6.50%	0.21%
OTHER	116,565	10,186	(106,379)	(91.29%)	0.03%	1,444,861	76,387	(1,368,474)	(94.71%)	0.02%
SUBTOTAL OTHER REVENUE	180,894	101,030	(79,864)	(44.15%)	0.26%	4,190,334	2,834,731	(1,355,603)	(32.35%)	0.91%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUELS/PROPANE TAX REFUNDS	-	369,868	369,868	-	0.96%	397,630	2,707,912	2,310,282	581.01%	0.87%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	62,960	26,250	(36,710)	(56.24%)	0.07%	335,998	781,287	445,289	132.53%	0.25%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	12,411,753	20,030,000	7,618,247	61.14%	6.41%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	0.00%	-	583,971	583,971	-	0.19%
MISCELLANEOUS RECEIPTS	3,798	49,115	45,317	1193.08%	0.13%	165,972	2,369,352	2,203,380	1327.56%	0.76%
FEDERAL CARES ACT	-	16,708,954	16,708,954	-	43.37%	-	107,777,768	107,777,768	-	34.54%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	66,658	17,154,247	17,087,589	25634.59%	44.53%	13,311,352	134,220,290	120,908,938	908.31%	43.02%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 27,182,414	\$ 38,523,795	\$ 11,341,291	41.72%	100.00%	\$ 210,473,687	\$ 312,095,307	\$ 101,621,620	48.24%	100.00%

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

MONTH RECEIVED	2018 ACTUAL	2019 ACTUAL	2020 ESTIMATE	2020 MONTHLY ACTUAL VERSUS 2020 MONTHLY ESTIMATE		2018 YTD ACTUAL	2019 YTD ACTUAL	2020 YTD ESTIMATE	2020 VERSUS 2020 YTD % EST		
				2020 MONTH % CHANGE	2020 MONTHLY ESTIMATE				2020 YTD ACTUAL	2020 YTD % CHANGE	2020 YTD % EST VARIANCE
JANUARY	\$15,344,775	\$17,311,711	\$17,730,936	5.73%	3.23%	\$15,344,775	\$17,311,711	\$17,730,936	\$18,303,734	5.73%	3.23%
FEBRUARY	\$16,311,506	\$17,753,526	\$18,183,450	3.92%	1.47%	\$31,656,281	\$35,065,237	\$36,914,386	\$38,753,998	4.82%	2.34%
MARCH	\$19,193,689	\$19,568,186	\$20,062,539	8.33%	5.77%	\$50,849,970	\$54,653,423	\$55,976,925	\$57,973,408	6.07%	3.57%
APRIL	\$15,159,363	\$15,303,867	\$15,674,469	7.56%	5.01%	\$66,009,332	\$69,957,290	\$71,651,394	\$74,433,873	6.40%	3.88%
MAY	\$15,056,101	\$15,802,827	\$16,185,512	(3.23%)	(5.51%)	\$81,085,433	\$85,760,117	\$87,636,906	\$89,726,976	4.63%	2.15%
JUNE	\$17,840,652	\$18,297,841	\$18,740,946	(12.96%)	(15.02%)	\$98,906,085	\$104,057,959	\$106,577,652	\$108,653,169	1.53%	(0.87%)
JULY	\$15,909,441	\$16,425,144	\$16,822,900	(18.63%)	(20.56%)	\$114,815,527	\$120,483,102	\$123,400,752	\$119,017,808	(1.22%)	(3.55%)
AUGUST	\$17,953,926	\$17,918,246	\$18,352,159	(2.15%)	(4.47%)	\$132,769,453	\$138,401,348	\$141,752,911	\$136,549,937	(1.34%)	(3.67%)
SEPTEMBER	\$18,575,082	\$18,225,063	\$19,690,622	2.23%	(0.19%)	\$151,344,536	\$157,626,411	\$161,443,533	\$156,203,790	(0.90%)	(3.25%)
OCTOBER	\$17,725,278	\$17,757,984	\$18,188,016	4.57%	2.10%	\$169,069,813	\$175,384,395	\$179,631,549	\$174,774,050	(0.35%)	(2.70%)
NOVEMBER	\$17,489,540	\$18,251,949	\$18,693,943								
DECEMBER	\$17,772,364	\$18,555,735	\$17,070,692								
TOTAL	\$204,331,707	\$212,192,078	\$215,396,174								

Summary:

Month

4.57% \$812,277 higher than October 2019 Actual
2.10% \$382,245 higher than October 2020 estimate

YTD

.35% (\$610,345) lower than 2019 Actual
2.70% (\$4,857,499) lower than 2020 estimate

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

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD	
BOND RETIREMENT FUND	9/30/2020	10/1/2020	MONEY MARKET	HUNTINGTON BANK	1	\$11,938,564	\$0	1	0.01%	
	5/8/2019	11/30/2020	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	571	\$1,642,975	\$38,174	61	2.10%	
	5/8/2019	5/31/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	752	\$719,364	\$14,248	242	2.10%	
	5/8/2019	5/31/2022	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	1118	\$247,412	\$6,210	607	2.10%	
	5/8/2019	11/30/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	936	\$1,565,366	\$41,732	426	2.10%	
TOTAL BOND RETIREMENT FUND					\$16,214,681	\$100,364		0.53%		
GENERAL FUND	9/30/2020	10/1/2020	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$78,158	\$0	1	0.75%	
	9/30/2020	10/1/2020	STAR OHIO	STATE OF OHIO	1	\$39,844,145	\$0	1	0.25%	
	9/30/2020	10/1/2020	STAR OHIO-CARES	STATE OF OHIO	1	\$107,850,135	\$0	1	0.25%	
	9/30/2020	10/1/2020	BLACKROCK MONEY MKT	PNC BANK	1	\$3,664,394	\$0	1	0.10%	
	9/30/2020	10/1/2020	EMPLOYEE ACTIVITY FUND	KEY BANK	1	\$163,833	\$0	1	0.75%	
	9/30/2020	10/1/2020	SALES TAX ACCOUNT	HUNTINGTON BANK	1	\$4,301	\$0	1	0.01%	
	9/30/2020	10/1/2020	KEY ECR	KEY BANK	1	\$3,624,535	\$0	1	0.75%	
TOTAL GENERAL FUND					\$155,229,501	\$0		0.26%		
INSURANCE FUND	2/23/2016	2/16/2021	FHLMC	HUNTINGTON BANK	1092	\$1,000,000	\$2,903	168	2.37%	
	9/30/2020	10/1/2020	STAR OHIO	STATE OF OHIO	1	\$4,806,584	\$0	1	0.25%	
	9/30/2020	10/1/2020	KEY ECR	KEY BANK	1	\$2,091,316	\$0	1	0.75%	
TOTAL INSURANCE FUND					\$7,897,900	\$2,903		0.65%		
LAW ENFORCEMENT FUND	9/30/2020	10/1/2020	LAW ENFORCEMENT	KEY BANK-SWEEP	1	\$4,070	\$0	1	0.75%	
	9/30/2020	10/1/2020	STAR OHIO	STATE OF OHIO	1	\$43,992	\$0	1	0.25%	
TOTAL LAW ENFORCEMENT FUND					\$48,062	\$0		0.27%		
LOCAL MATCH FUND	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$15,717	814	1.54%	
	9/30/2020	10/1/2020	2019 DEBT ACCT-STAR OHIO	STATE OF OHIO	1	\$20,853,443	\$0	1	0.25%	
	9/30/2020	10/1/2020	2019 DEBT ACCT-KEY ECR	KEY BANK	1	\$510,846	\$0	1	0.75%	
	9/30/2020	10/1/2020	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$6,312,871	\$0	1	0.25%	
	9/30/2020	10/1/2020	LOCAL MATCH-KEY ECR	KEY BANK	1	\$1,129,393	\$0	1	0.75%	
	9/30/2020	10/1/2020	GRANT-ECR	KEY BANK	1	\$30,876	\$0	1	0.75%	
	9/30/2020	10/1/2020	CATCH BASIN-KEY ECR	KEY BANK	1	\$101,877	\$0	1	0.75%	
	TOTAL LOCAL MATCH FUND					\$34,030,482	\$15,717		0.48%	
	PENSION FUND	9/30/2020	10/1/2020	KEY ECR	KEY BANK	1	\$54,419	\$0	1	0.75%
		9/30/2020	10/1/2020	STAR OHIO	STATE OF OHIO	1	\$1,228,153	\$0	1	0.25%
TOTAL PENSION FUND					\$1,282,572	\$0		0.27%		

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

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
RTA CAPITAL FUND	9/30/2020	10/1/2020	KEY ECR	KEY BANK	1	\$1,591,264	\$0	1	0.75%
TOTAL RTA CAPITAL FUND						\$1,591,264	\$0		0.75%
RESERVE FUND									
	6/22/2018	10/5/2020	FHLB	STIFEL NICOLAUS	833	\$2,937,780	\$50,858	5	2.64%
	12/3/2019	11/25/2022	FFCB	STIFEL NICOLAUS	1037	\$3,000,000	\$47,453	817	1.71%
	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,081,175	\$15,717	814	1.64%
	9/30/2020	10/1/2020	BLACKROCK MONEY MKT	PNC BANK	1	\$2,017,813	\$0	1	0.10%
	9/30/2020	10/1/2020	KEY ECR	KEY BANK	1	\$2,090,429	\$0	1	0.75%
	9/30/2020	10/1/2020	STAR OHIO	STATE OF OHIO	1	\$27,885,740	\$0	1	0.25%
TOTAL RESERVE FUND						\$43,022,936	\$114,028		0.69%
TOTAL ALL FUNDS						\$259,317,399	\$233,011	48	0.39%

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

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2019	Interest Payable/		Debt Service Requirement/		Principal Payable/	Interest Payable/		Debt Service Requirement/		Total Debt Requirement 2020
			6/1/2020	12/1/2020	6/1/2020	12/1/2020		6/1/2020	12/1/2020	6/1/2020	12/1/2020	
Series 2012-Sales Tax Rev.	Dec. 2031	13,660,000.00	333,600.00	333,600.00	333,600.00	333,600.00	0.00	333,600.00	333,600.00	3,493,600.00	3,827,200.00	
Series 2014A-Sales Tax Rev.	Dec. 2025	13,360,000.00	301,825.00	301,825.00	301,825.00	0.00	0.00	301,825.00	3,056,000.00	3,356,825.00	3,658,650.00	
Series 2014B-Sales Tax Rev.	Dec. 2020	540,000.00	7,930.00	7,930.00	7,930.00	0.00	0.00	7,930.00	540,000.00	547,930.00	555,860.00	
Series 2015-Sales Tax Rev.	Dec. 2034	44,250,000.00	1,080,450.00	1,080,450.00	1,080,450.00	0.00	0.00	1,080,450.00	2,890,000.00	3,970,450.00	5,050,900.00	
Series 2016-Sales Tax Rev.	June 2031	15,010,000.00	375,050.00	375,050.00	375,050.00	0.00	0.00	375,050.00	10,000.00	385,050.00	760,100.00	
Series 2019-Sales Tax Rev.	Dec. 2039	30,000,000.00	750,000.00	750,000.00	750,000.00	0.00	0.00	750,000.00	905,000.00	1,655,000.00	2,405,000.00	
Total Bonds		\$116,820,000.00	\$2,848,855.00	\$2,848,855.00	\$2,848,855.00	\$0.00	\$0.00	\$2,848,855.00	\$10,560,000.00	\$13,408,855.00	\$16,257,710.00	

Bond Retirement
\$13,582,540

Current Balance (Set Aside for 2020)

Monthly Set Aside Required
\$1,337,585

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

MONTH	2020			2019		
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD
JANUARY	\$153,025,000	\$306,867	1.94%	\$117,399,117	\$193,803	2.29%
FEBRUARY	\$147,326,500	\$177,033	1.93%	\$124,109,287	\$159,303	2.26%
MARCH	\$153,725,000	\$446,742	1.49%	\$122,603,151	\$192,045	2.29%
APRIL	\$150,720,000	\$364,880	1.17%	\$121,652,368	\$204,088	2.29%
MAY	\$187,360,000	\$234,705	0.86%	\$159,898,231	\$260,509	2.32%
JUNE	\$212,554,447	\$209,413	0.75%	\$155,024,717	\$232,714	2.29%
JULY	\$221,871,717	\$138,135	0.74%	\$158,773,489	\$309,114	2.31%
AUGUST	\$232,155,834	\$88,171	0.48%	\$152,652,458	\$271,681	2.24%
SEPTEMBER	\$236,404,000	\$28,674	0.39%	\$164,925,167	\$222,909	2.21%
OCTOBER				\$142,878,197	\$306,422	2.13%
NOVEMBER				\$156,507,676	\$251,343	2.05%
DECEMBER				\$155,044,134	\$212,949	2.00%
YEAR TO DATE	188,349,166	\$2,005,620	1.08%	\$143,455,671	\$2,816,880	2.22%
RTA AVERAGE YIELDS OVER (UNDER) INDEX			0.27%			0.38%
STANDARD YIELD #	1.66%			1.66%		
MARKET YIELD #	1.49%			1.49%		
STANDARD YIELD #	1.53%			1.53%		
MARKET YIELD #	1.22%			1.22%		
STANDARD YIELD #	1.25%			1.25%		
MARKET YIELD #	0.10%			0.10%		
STANDARD YIELD #	1.01%			1.01%		
MARKET YIELD #	0.01%			0.01%		
STANDARD YIELD #	0.77%			0.77%		
MARKET YIELD #	0.07%			0.07%		
STANDARD YIELD #	0.53%			0.53%		
MARKET YIELD #	0.01%			0.01%		
STANDARD YIELD #	0.30%			0.30%		
MARKET YIELD #	0.01%			0.01%		
STANDARD YIELD #	0.14%			0.14%		
MARKET YIELD #	0.01%			0.01%		
STANDARD YIELD #	0.13%			0.13%		
MARKET YIELD #	0.33%			0.33%		
STANDARD YIELD #	0.81%			0.81%		
MARKET YIELD #	0.76%			0.76%		

Moving average coupon equivalent yields for 6 month Treasury Bills.

Market Yield equals US Treasury Money Fund 7 Day Yield

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

BOND RETIREMENT FUND
 HUNTINGTON MONEY MARKET

\$120.41
\$120.41
 \$104,715.74
 \$105,305.28

SEPTEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

GENERAL FUND
 HUNTINGTON-SALES TAX ACCOUNT
 STAROHIO
 KEY BANK SWEEP ACCOUNT
 STAR OHIO-CARES Grant
 FHLMC
 MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT

\$0.05
 \$6,041.04
 \$60.96
 \$17,897.06
 \$30,600.00
\$2.59
 \$54,601.70
 \$648,050.12
 \$710,530.14

SEPTEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

INSURANCE FUND
 STAROHIO

\$1,233.90
 \$1,233.90
 \$175,699.56
 \$165,362.45

SEPTEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

LAW ENFORCEMENT FUND
 KEY BANK SWEEP ACCOUNT
 STAROHIO

\$0.03
\$8.20
 \$8.23
 \$406.39
 \$795.25

SEPTEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

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

LOCAL MATCH FUND
STAROHIO
STAROHIO-2019 DEBT
BCIMIA CP
KEY BANK SWEEP ACCOUNT

\$1,176.02
\$3,752.63
\$75,000.00
\$12.43
\$79,941.08
\$558,954.39
\$369,271.54

SEPTEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

PENSION FUND
STAROHIO
KEY BANK SWEEP ACCOUNT

\$228.79
\$0.45
\$229.24
\$13,268.43
\$20,187.46

SEPTEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT
KEY BANK MONEY MARKET

\$1.33
\$1.33
\$152.21
\$802.58

SEPTEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

RTA CAPITAL FUND
KEY BANK SWEEP ACCOUNT

\$14.40
\$14.40
\$159,417.24
\$63,169.12

SEPTEMBER 2020
2020 YEAR TO DATE
2019 YEAR TO DATE

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

RESERVE FUND
 STAROHIO
 FFCB
 FHLMC
 KEY BANK SWEEP ACCOUNT

\$5,194.81
 \$19,900.00
 \$17,212.50
\$2.31
 \$42,309.62
 \$475,165.22
 \$534,691.67
 \$178,459.91
 \$2,135,829.30
 \$1,970,115.49

SEPTEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE
 SEPTEMBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

TOTAL ALL FUNDS

2020 YEAR
 TO DATE
 \$2,135,829

SEPTEMBER
 \$178,460

INTEREST RECEIVED (CASH BASIS)

ACCRUED INTEREST:

BEGINNING:

ENDING:

INTEREST INCOME EARNED:

AVERAGE INVESTMENT BALANCE (COST):

AVERAGE YIELD ON INVESTMENTS:

(\$382,796)
 \$233,011
 \$28,674

\$236,404,000

1.08%

0.39%

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

Instrument	PRINCIPAL	FACE	PERCENT OF	AVERAGE	AVERAGE
	AMOUNT	AMOUNT	TOTAL	YIELD	MATURITY
Money Market Account	\$17,704,229	\$17,704,229	6.83%	0.04%	1
Key Bank Sweep Account	\$167,903	\$167,903	0.06%	0.75%	1
Star Ohio	\$208,825,063	\$208,825,063	80.53%	0.25%	1
Earnings Credit Rate Account	\$11,224,956	\$11,224,956	4.33%	0.75%	1
U.S. Government Securities	\$21,395,246	\$21,315,000	8.25%	1.67%	373
Total Investment Portfolio	<u>\$259,317,398</u>	<u>\$259,237,152</u>	<u>100.00%</u>	<u>0.39%</u>	<u>48</u>



REVISED PROPOSED DATES

2021 NOTICE OF MEETINGS

Notice is hereby given that the regular meetings of the Board of Trustees and Committees of the Greater Cleveland Regional Transit Authority will be held during 2021 at 9:00 A.M. in the Board Room of the Authority, first floor of the Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113 on the dates listed below. Meetings will be conducted by teleconference for members of the Board in accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people. Meetings will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public.

January 5 - Committees
January 19 - Board

July 13 – Committees
July 27 – Board

February 2 - Committees
February 16 - Board

August 10 – Committees
August 24 – Board

March 2 - Committees
March 23 – Board and Annual Meeting*

September 14 – Committees
September 28 – Board

April 6 – Committees
April 20 - Board

October 12 – Committees
October 26 – Board

May 11 – Committees
May 25 - Board

November 9 – Committees
November 16 – Board

June 15 - Committees
June 29 – Board

December 7 – Committees
December 21 – Board

India L. Birdsong
General Manager, Chief Executive Officer

*Board Meeting and Committees or Annual meeting on the same day.

MEETINGS MOVED TO ALIGN WITH 2021 CONFERENCES

Conference of Mayors – January 21-23
APTA Transform – March 14-17
APTA Mobility – May 2-5
APTA Rail – June 6-9
COMTO – TBD
OPTA – September 15-17
APTA Annual – October 3-6