

**LONG BEACH TRANSIT
BOARD OF DIRECTORS MEETING
MINUTES**

**MONDAY, APRIL 25, 2016
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 12:00 PM**

Maricela de Rivera, Chair
Sumire Gant, Vice Chair
Mary Zendejas, Secretary/Treasurer
Colleen Bentley, Director
April Economides, Director



Nancy Pfeffer, Director
Barbara Sullivan George, Director
Amy Bodek, City Representative
Eric Widstrand, City Representative

President and Chief Executive Officer
Kenneth A. McDonald

REGULAR MEETING - 12:00 P.M.

1. Call to Order. (Maricela de Rivera)
2. Roll Call. (Dave Hernandez)

12:01 p.m.

Commissioners Colleen Bentley, April Economides, Nancy Pfeffer, Barbara
Present: Sullivan George, Sumire Gant and Maricela de Rivera

Commissioners Mary Zendejas

Absent:

3. [16-044TR](#) Recommendation to approve the minutes of the Special Board meeting held on March 10, 2016. (Maricela de Rivera)

A motion was made by Director Pfeffer, seconded by Director Bentley, to approve recommendation. The motion carried by the following vote:

Yes: 6 - Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

Absent: 1 - Mary Zendejas

4. [16-046TR](#) Recommendation to approve the minutes of the Special Board meeting held on March 11, 2016. (Maricela de Rivera)

A motion was made by Director Bentley, seconded by Director Economides, to approve recommendation. The motion carried by the following vote:

Yes: 6 - Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

Absent: 1 - Mary Zendejas

5. [16-033TR](#) Recommendation to approve the minutes of the regular session meeting held on March 28, 2016. (Maricela de Rivera)

A motion was made by Director Pfeffer, seconded by Director Bentley, to approve recommendation. The motion carried by the following vote:

Yes: 6 - Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

Absent: 1 - Mary Zendejas

6. Employee Recognition. (LaVerne David)

Employees of the Month for April 2016:

Keith Harris, Transit Service Delivery and Planning
Normita Velayo, Maintenance and Infrastructure
Jose Ramon, Staff

INFORMATION ITEM

LaVerne David, Executive Director/VP of Employee and Labor Relations, stated that the Employees of the Month for April were unable to attend the Board meeting. She acknowledged and congratulated them on their selection as Employees of the Month.

Second Roll Call

12:06 p.m.

At this time, Secretary/Treasurer Zendejas arrived.

Commissioners Mary Zendejas, Colleen Bentley, April Economides, Nancy
Present: Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

7. President and CEO Monthly Report. (Kenneth McDonald)

- Safety and Service Quality
- Employee Engagement
- Customer Experience
- Community and Industry Focus

INFORMATION ITEM

(Safety & Service Quality)

Under LBT's focus to Improve Safety and Service Quality:

- To ensure safety is top of mind for LBT Operators, Safety, Training and Transit Service Delivery staff greeted Operators during the 4 a.m. pull-out on Thursday, April 7 at LBT 1 and on Friday, April 8 at LBT2 and provided them with a healthy snack bag attached with a message that contained the Five Keys to Safety:
 - o Aim High In Steering - Look 15 seconds ahead to detect problems earlier and have more time to make a decision
 - o Get the Big Picture - Develop a 360-degree awareness routine
 - o Keep Your Eyes Moving - Shift your eyes' focus every two seconds
 - o Leave Yourself An Out - Always plan a safe escape route by creating and maintaining a space around the vehicle
 - o Make Sure They See You - Actively seek eye contact with the other motorists

(Employee Engagement)

In LBT's continued effort to Foster Employee Engagement:

- On April 5 and 6, a group of LBT Managers and Supervisors took part in a two-day course focused on Effective Supervision in Transit provided by the National Transit Institute.

This two-day course is the second part of a course to enhance LBT's personnel management and leadership skills, the preceding course is the "Fundamentals of

Supervision.”

The course included topics focused on the characteristics of leadership, emotional intelligence, communication, diversity, coaching and motivation. The goals of the program were to better equip LBT Supervisors as leaders and managers by increasing their knowledge and skills in effective leadership techniques, methods and behaviors.

It is LBT’s goal to have all Managers and Supervisors take part in this course.

(Customer Experience)

Under LBT’s priority of Enhancing the Customer Experience:

- On Sunday, April 10, LBT participated in the Cambodia Town New Year's Parade and Celebration.

LBT provided a bus that traveled along the parade route and carried some Cambodian monks and senior citizens.

Also, LBT had a booth set-up in McArthur Park where staff distributed information and answered questions about service, fares and programs.

- On Wednesday, April 20, LBT Community Relations staff attended the Long Beach Senior Advisory Commission’s monthly meeting.

LBT introduced its services and programs to the full Commission while continuing to foster its partnership and share information about LBT services.

- On Thursday, April 21, LBT participated in an Earth Day celebration at CSULB that promoted awareness of caring for our planet.

LBT promoted its U-Pass program, an LBT fare program designed for students, faculty and staff of the university, to encourage the use of sustainable transportation.

(Community and Industry Focus)

In an effort to strengthen LBT’s focus on the community we serve and the transportation industry:

- In support of National Health Week, on Monday, April 4, LBT partnered with the

City of Long Beach Health and Human Services Department.

LBT provided a bus so that the Department could provide a tour for key stakeholders of primary public health facilities to observe the variety of services offered at each location by the Health Department.

Following the tour, on April 7, LBT's External Affairs Manager participated on a panel entitled "Local Impacts of Climate Change - Moving in a Greener Direction," in which she, along with a representative from the Port of Long Beach, highlighted some "green" initiatives being implemented to help improve local air quality.

- On April 15-17, the 42nd Toyota Grand Prix of Long Beach took place in Downtown and LBT was a vital contributor to the weekend festivities.

LBT provided buses on Friday, Saturday and Sunday to shuttle racegoers and Aquarium of the Pacific patrons. LBT also provided special service to Grand Prix event staff to access the race area due to street closures.

Community Relations staff and several LBT volunteers provided bus and water taxi service information to eventgoers, as well as address our TAP information and assist with sign-ups for the fare program. LBT also showcased its new Battery Electric Bus at the Exposition in the Convention Center.

Over the course of three days, staff interacted with thousands of attendees and fielded numerous questions about LBT services and programs. LBT's participation, as in past years, was well received.

- The week of April 18, Kenneth McDonald, CEO, joined Long Beach Mayor Robert Garcia, City Councilmembers Rex Richardson, Stacy Mungo and Christopher Garner, the General Manager of the Water Department on a Congressional visit to Washington, D.C.

The City of Long Beach's partnership consisted of LBT, the Port, the Water Department and the City advocating for key matters such as transportation funding, housing, labor force training, economic development and the Army Corps of Engineers' East San Pedro Bay Ecosystem Restoration Study.

Director Sullivan George thanked LBT for its support during the "Ms. Single Mom" Empowerment Forum held on April 16, 2016.

Chair de Rivera thanked the City of Long Beach for all of the good things that are

happening throughout the city.

8. [16-040TR](#) Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

Lisa Patton, Executive Director/Vice President of Finance and Budget, presented the monthly financial report.

Vice Chair Gant asked why local revenue was low. Ms. Patton answered that the amount LBT budgeted in terms of local revenue was less than what the contract with the City guaranteed.

Ms. Patton presented the quarterly investment report.

City Representative Bodek asked what Board meeting the Board will be asked to approve LBT's FY17 budget. Ms. Patton stated that the Board will be asked to approve LBT's FY17 budget at the May 23, 2016 Board meeting.

This TR-Agenda Item was received and filed.

9. [16-041TR](#) Auditor's Communication Letter for Fiscal Year 2015
Comprehensive Annual Financial Report and Single Audit Report.
(Lisa Patton)

INFORMATION ITEM

Lisa Patton, Executive Director/Vice President of Finance and Budget, presented the staff report.

This TR-Agenda Item was received and filed.

10. [16-042TR](#) Transportation Development Act (TDA) Triennial Performance Review. (Lisa Patton)

INFORMATION ITEM

Lisa Patton, Executive Director/Vice President of Finance and Budget, presented the staff report.

Director Pfeffer referred to page nine of the TDA report and asked to what auxiliary revenue refers. Ms. Patton stated that auxiliary revenue is income LBT earns on bonds and on advertisements.

Director Pfeffer asked if Ms. Patton could talk about the trends such as operating cost trending up. Ms. Patton stated that there is typically going to be increases due to health care costs, costs associated with the union contract and pension increasing every year. She added that in regards to system vehicle service miles per hour, increased traffic equals less buses.

Chair de Rivera stated that she was in a Second Council District meeting where the construction of Broadway was discussed. She noted that during the meeting, the slowing of Broadway initially sounded like a great idea. She added that the buses being slower was not discussed and nobody at the meeting mentioned it.

City Representative Widstrand stated that the construction on Broadway started because of a City Council request due to a pedestrian fatality. He stated that the approach the City is taking is intended to get vehicles to operate closer to the speed limit. He added that the City hopes having cars driving the speed limit will maintain a positive benefit.

Director Economides stated that she has not noticed any schedule delays on LBT buses. She added that it is hard to imagine the buses speeding since they are driving the speed limit.

Chair de Rivera asked if it is too late to work with the City of Long Beach regarding future street modifications.

Ms. Patton clarified that her comment was not specific to Broadway. Chair de Rivera stated that it was an example and there has been discussion about modifications on other streets. She asked if LBT staff could work with Long Beach City staff.

CEO McDonald stated that LBT works very closely with Public Works. Some construction, such as what is being done on Alamitos Avenue, has had an impact on LBT services.

City Representative Bodek added that there are quarterly meetings with LBT staff and City Planning staff which have been very productive. She added that LBT is included in current development projects.

Director Economides asked if LBT or the City collects data on slower speeds of buses so LBT can project into the future for budgetary reasons.

City Representative Widstrand stated that the City makes data-driven decisions. He added that the speed of vehicles is collected before and after the change goes into effect.

He added that not every mode of transportation is accommodated on every street. He further added that the City looks at its entire infrastructure to see how they can accommodate as many users as possible but given the real estate of streets, it will not always be feasible.

Vice Chair Gant referred to Exhibit 6.2 in the TDA report and asked what led to such a dive in ridership over the last years. Ms. Patton answered that there are a lot of theories that other agencies are also reporting. One of the factors is the 30 percent increase in the EZ Pass by the Los Angeles County Metropolitan Transportation Authority (Metro). She added that another factor was the restriction on the Transit Access Pass (TAP) cards such as customers having to register and prove they qualify for the discount. She further added that she does not know how much Uber and Lyft play a role in the ridership decrease.

CEO McDonald added that LBT has seen the largest drop among student customers. He added that Metro's CEO and other municipal operators in Los Angeles County have agreed to participate on a task force which CEO McDonald will lead, to look into why there is a ridership decline throughout the county. It is not only affecting LBT, but also affecting other agencies.

Vice Chair Gant stated that the upcoming Comprehensive Operational Analysis (COA) can include research regarding what is happening specifically in Long Beach. CEO McDonald stated that the COA is going to help us understand LBT's service area. He added that the task force that the municipal operators are convening will specifically assess the ridership

decline.

Director Bentley referred to page five of the TDA report and asked if Board members are interviewed during the review process. Ms. Patton stated that Board members have not been interviewed in the past since it is a compliance review. Director Sullivan George noted that she did receive a call but that was for the Federal Transit Administration (FTA) triennial review. CEO McDonald stated that staff would find out why Board members are not called for the TDA triennial performance review.

Chair de Rivera asked if it is necessary to bring draft reports to the Board. Ms. Patton apologized and stated that staff was over-eager to get this done.

CEO McDonald stated that draft TDA reports had been brought to the Board in the past. He added that LBT staff has discussed this and it has been decided that only final reports will be brought to the Board going forward.

Chair de Rivera noted that the Board hears that ridership is going down on a monthly basis. She stated that seeing the data in Exhibit 5.1 on page 14 really resonated with her as a Board member and showed her the importance of ridership. She stated that she is glad CEO McDonald has started a task force to research this issue. She added that finding out why customers are not riding is crucial.

This TR-Agenda Item was received and filed.

11. [16-043TR](#) Federal Transit Administration (FTA) Triennial Review. (Lisa Patton)

INFORMATION ITEM

Lisa Patton, Executive Director/Vice President of Finance and Budget, presented the staff report.

Debra Johnson, Deputy CEO, presented the Disadvantaged Business Enterprise (DBE) review findings.

Director Pfeffer asked if the TDA and FTA review are coordinated. Ms. Johnson stated that these reviews were a few weeks apart and they were not in coordination.

Director Pfeffer asked who selected the firm that did the FTA review and further asked if they had performed the review before. Ms. Patton answered that the FTA selects the reviewers and LBT had not previously worked with them.

Vice Chair Gant asked for confirmation that LBT had achieved one third of one percent of its DBE goal. Ms. Johnson confirmed the figure was correct. Vice Chair Gant asked if that is the report LBT is currently working on. Ms. Johnson confirmed that LBT is doing a shortfall analysis that has outlined the steps LBT is taking to correct the deficiencies going forward.

Director Sullivan George asked if LBT only achieved one third of one percent of its DBE goal because of the method it had previously been using in doing its analysis and reporting. Ms. Johnson stated that she was not working at LBT at that time. CEO McDonald stated that the majority of the anticipated DBE goal was centered around the Battery Electric Bus (BEB), and due to the project being delayed a year, LBT did not meet its DBE goal.

Vice Chair Gant asked if LBT tracks its DBE goal at the end of the year. Ms. Johnson stated that LBT tracks its DBE goal throughout the year.

This TR-Agenda Item was received and filed.

12. [16-045TR](#) Battery Electric Bus Program Quarterly Update. (Rolando Cruz)

INFORMATION ITEM

Rolando Cruz, Executive Director/Vice President of Maintenance and Infrastructure, presented the staff report.

Director Bentley asked how long the batteries last on the Battery Electric Bus (BEB). Mr. Cruz stated that BYD guarantees the batteries will last the entire life of the bus. He added that LBT has a 12-year warranty on the batteries.

Director Bentley further asked if the remaining nine buses are going through the same process as the article bus. Mr. Cruz stated that any changes LBT requests resulting from the article bus testing are applied to the remaining BEB buses.

Director Pfeffer asked when the construction at the Long Beach Convention Center will be performed. Mr. Cruz stated that LBT has asked for a 90-day design and then needs to go through the permitting process. He further stated that construction will need to take place before the 2017 Toyota Grand Prix of Long Beach begins.

Director Pfeffer asked what is the Health Alert Monitoring System. Mr. Cruz stated the Health Alert Monitoring System collects different data and allows Dispatch to view the health of the battery, voltage system and how its performing. Director Pfeffer asked for confirmation that it will not report the health of customers. Mr. Cruz confirmed that the Health Alert Monitoring System will not report on the health of customers; it is the health of the bus operating systems.

Director Pfeffer asked if LBT is going to do comfort testing for customers and Operators. Mr. Cruz stated that LBT will be collecting data in the future and added that Operators will be providing feedback as they are going to be the end users of the BEB. LBT is going to train Operators and let them ride prior to revenue service to provide feedback. LBT will then compare efficiency of driving so it can create the best pattern on how to properly drive the BEB.

CEO McDonald added that the BEB interiors will look identical to other LBT buses.

Director Economides asked if LBT has considered eco-resurfacing of the parking lot as it would not only be great for the environment but also matches LBT's green initiatives. She further asked if studies had been done on how electric buses might potentially interfere with different medical devices that customers may use such as hearing aids, pacemakers, etc. Mr. Cruz stated that there have been studies done. He added that LBT hired an expert who reported that riding onboard a BEB is less impactful than if a customer stood in front of a microwave. LBT is confident the BEBs will not interfere with phones or pacemakers.

Chair de Rivera asked if the Operators will have any risks driving the BEB all day. Mr. Cruz stated that the battery materials are not toxic and did not raise any safety concerns.

This TR-Agenda Item was received and filed.

13. [16-034TR](#) Recommendation to adopt a resolution approving Long Beach Transit's 2016 Title VI Program. (Debra Johnson)

Debra Johnson, Deputy CEO, presented the staff report.

Secretary/Treasurer Zendejas asked if discrimination against persons with disabilities is specifically mentioned in the Title VI report. Ms. Johnson stated that persons with disabilities are included in the Americans with Disabilities Act (ADA) which is incorporated in LBT's Title VI Program. She added that there is no discrimination that is tolerable.

Director Pfeffer referred to page 11 of the report and noted that there is mention of the Paratransit Advisory Committee (PAC) meeting. Ms. Johnson stated that the PAC is chaired by Dolores Nason, Executive Director at the Disabled Resources Center (DRC). She added that the PAC consists of members who utilize paratransit services such as Access Services and Dial-A-Lift.

Director Pfeffer referred to page 14 of the report and asked what are the white squares throughout the map. Ms. Johnson stated that they are non-residential areas within Long Beach.

Director Pfeffer referred to page 25 of the report and asked if LBT would outreach to those potential customers. Ms. Johnson stated that LBT will look at those discretionary customers during the COA by going through an analysis of LBT's current ridership. Director Pfeffer noted that there is a typo at the top of the second column. Ms. Johnson thanked her and stated that it will be corrected in the final report.

Director Pfeffer referred to page 36 and asked who sets the standards for what is equitable. Ms. Johnson stated that there is criteria which the federal government sets forth.

Director Pfeffer asked if the FTA would review whether LBT's Title VI Program is adequate. Ms. Johnson stated that the FTA would have reviewers look at LBT's data as well as the Title VI Program.

Director Pfeffer referred to Appendix K-3 of the report and asked if there is any feedback on how the Interagency Transfer Program (IAT) changed. Ms. Johnson stated that it is yet to be implemented because the other agencies have not taken it to their respective Boards for approval.

Director Sullivan George commended the report and stated that it was done very well.

Director Economides asked what percentage of LBT ridership are seniors. Ms. Johnson stated that staff would get back to the Board with that information when the community development survey is conducted. Director Economides thanked LBT for looking at age and gender. She stated that it is very important because as people get older it is important for LBT to take age into consideration when implementing service or changes.

CEO McDonald stated that LBT does take the student and senior population into account. He added that as people age, they have less opportunities to drive.

Vice Chair Gant referred to page 103 of the report and asked if those are LBT or Title VI policies. Ms. Johnson stated that they are Title VI policies of which LBT must adhere. Vice Chair Gant asked if LBT could add age as a category. Ms. Johnson stated that LBT cannot modify the policy, as it is set forth by federal legislation.

Vice Chair Gant asked if LBT is setting policy with this document or if it is following a policy. Ms. Johnson stated that it is a hybrid of both because LBT receives federal dollars. Vice Chair Gant asked if the minority population in Long Beach of 74.2 percent is prescribed. Ms. Johnson confirmed that the 74.2 is prescribed.

Director Bentley asked if this information is shared with City Council. City Representative Bodek stated that the City does provide demographic information about its residents to the Mayor and City Council. She added that the City has the same maps that show overcrowding, racial diversity and orientation. She further added that the City looks at the same data that LBT looks at from the American Community surveys, the census data that is updated annually.

Chair de Rivera stated that staff has returned from a productive trip to Washington, D.C., and added that the demographic numbers affect staff decisions including those of the Mayor and the people he appoints to serve on Boards to accompany him on a bigger and broader coalition.

Chair de Rivera referred to the chapter that addresses public participation. She stated that she is glad this is something that staff recognizes is

important. She asked that LBT look at implementing public engagement and that LBT not only looks for the public's participation when there are route changes. She further asked that staff looks at how to have more members of the public attend Board meetings on a regular basis. She hopes the public is kept in mind when LBT staff makes future decisions.

A motion was made by Director Pfeffer, seconded by Director Sullivan George, to approve recommendation. The motion carried by the following vote:

Yes: 7 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

14. [16-035TR](#) Recommendation to authorize the President and CEO to enter into a contract with Southern Counties Oil Company for the purchase of diesel fuel; and Merrimac Energy Group for the purchase of unleaded gasoline fuel for a term of three years, with two one-year options at a cost not to exceed the annual budgets approved by the Board. (Rolando Cruz)

Rolando Cruz, Executive Director/VP of Maintenance and Infrastructure, presented the staff report.

Director Economides asked if LBT's bid process ever includes social and environmental screening. She further asked if LBT evaluates companies based on what they might bring to the table such as how they treat their employees. Director Economides added that she is asking this question in regards to all bids and not just this contract. She stated that she would like LBT to include those factors during evaluations of potential contracted companies.

CEO McDonald stated that LBT does not currently look at social issues of companies but will begin to do so. Director Economides stated that LBT could, in the interim, ask companies about their social footprint.

Secretary/Treasurer Zendejas agreed with Director Economides and stated that the lowest bid is not always the best option. She added that knowing the social and environmental impact companies can have would be good to know.

Director Pfeffer referred to the alternatives considered and asked for confirmation that the new fuel and lubricants rates would be lower than the price LBT is currently paying. Mr. Cruz confirmed that they are lower.

Director Pfeffer asked if the budget will not look as favorable as this year in regards to saving on fuel because of lower gas prices. Ms. Patton stated that budgeting for fuel is not always easy and LBT looks at the past three years. She added the lower figure of a \$5.7 million dollar budget is due to lower fuel prices.

A motion was made by Director Zendejas, seconded by Director Bentley, to approve recommendation. The motion carried by the following vote:

Yes: 7 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

15. [16-036TR](#)

Recommendation to authorize the President and CEO to enter into a contract with California Building Evaluation and Construction Inc., for the construction of a Battery Electric Bus Charging Station and Parking Lot Improvements at LBT1 to support the 10 battery electric buses (BEBs) in production, for a total authorization not to exceed \$894,110. (Rolando Cruz)

Rolando Cruz, Executive Director/VP of Maintenance and Infrastructure, presented the staff report.

Director Economides stated she would like LBT to have guidelines in the future for permeable pavement. She stated it would be interesting to see if it is more expensive and what benefits it would bring to LBT. She added that it would also be good to look at greener options for roofing. She requested LBT look into Leadership in Energy and Environmental Design (LEED).

Director Pfeffer asked if Southern California Edison (SCE) has completed what they were required to do. Mr. Cruz stated that LBT provided SCE the requirements of the project. He added that SCE helped LBT determine how much electricity would be adequate for the BEB charging station.

A motion was made by Director Zendejas, seconded by Director Bentley, to approve recommendation. The motion carried by the following vote:

Yes: 7 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

16. [16-037TR](#) Recommendation to authorize the President and CEO to enter into a contract with Psomas for construction management services of the Battery Electric Bus (BEB) Charging Station and Parking Lot Improvements at LBT1 and the Long Beach Convention Center Bus Stop Improvements for a total contract authorization not to exceed \$395,736. (Rolando Cruz)

Rolando Cruz, Executive Director/Vice President of Maintenance and Infrastructure, presented the staff report.

Director Sullivan George asked if Psomas was the low bidder. Mr. Cruz confirmed that Psomas was the low bidder.

Director Economides asked if there will only be one engineer contracted to the project. Mr. Cruz stated that the construction management services consisted of a five-person team. He stated that there is a full-time Project Construction Manager and other individuals that will be hired.

Director Sullivan George asked for an example of when LBT would go over the "not to exceed" amount. Mr. Cruz stated that change orders would require LBT to spend past the "not to exceed" amount if the scope of the project went longer than anticipated. He stated that in the past, LBT exceeded the authorized amount when a problem with the material used in the Transit Gallery project arose and required a change order.

A motion was made by Director Pfeffer, seconded by Director Sullivan George, to approve recommendation. The motion carried by the following vote:

Yes: 6 - Mary Zendejas, Colleen Bentley, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

Abstain: 1 - April Economides

17. [16-038TR](#) Recommendation to authorize the President and CEO to enter into a contract with Letner Roofing Company for roof replacement/coating for LBT1's Transit Service Delivery building for a total authorization not to exceed \$114,000. (Rolando Cruz)

Rolando Cruz, Executive Director/Vice President of Maintenance and Infrastructure, presented the staff report.

Director Pfeffer asked if LBT could have a "cool roof" installed on the new roof. Mr. Cruz stated that the a cool roof was considered. However, due to the age and condition of the existing roof material, a complete replacement was necessary. LBT will take the roof apart, rebuild it then put cool roof.

Director Sullivan George asked if LBT had local participation in this bid. Mr. Cruz stated that there was local participation. Director Sullivan George stated that LBT should give points to local companies and the location of companies should be taken into account when scoring.

Director Bentley asked if LBT had a percentage cap for contingencies. CEO McDonald stated that LBT looks at how much unknown risks there are and depending on those, LBT aims to keep the contingency below 20 percent. He further added that the higher the risk, the higher the contingency.

A motion was made by Director Bentley, seconded by Director Zendejas, to approve recommendation. The motion carried by the following vote:

Yes: 7 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

18. Public Comment.

Any member of the public may approach the podium and, upon recognition by the Chair, state his or her name and proceed to address the Board on any item within the subject matter jurisdiction of the Long Beach Transit Board of Directors, provided that no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes, unless different time limits are set by the Chair, subject to the approval of the Board.

There were no public comments.

19. Board Requests.

Director Pfeffer requested that LBT consider putting emphasis on public involvement. She added that some public Boards entertain public comment at the beginning of the agenda. She asked that LBT evaluate if there is an option to add an earlier public comment section on the agenda.

Chair de Rivera stated that she is hoping staff can work on increasing public participation at the monthly Board meetings. She stated that she would also like to see two comment periods during the Board meetings. She further stated that LBT staff evaluate if moving the meeting days would have impact on public participation. She added that she does not think that noon meetings on Mondays are the most convenient for public participation.

Chair de Rivera asked to see recommendations on how LBT can have another rubric regarding LEED. She would also like to see local companies being awarded extra points during the evaluation process. She added that LBT will need to define whether Los Angeles or Long Beach would be considered "local."

Director Economides suggested having a committee where Board members can learn more regarding these issues. Chair de Rivera agreed with Director Economides' suggestion.

20. 16-039TR Adjourn. The next regular meeting will be held on May 23, 2016.
(Maricela de Rivera)

A motion was made by Director Sullivan George, seconded by Director Bentley, to approve recommendation. The motion carried by the following vote:

Yes: 7 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George, Sumire Gant and Maricela de Rivera

Note:

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If special accommodation is desired please call the City Clerk Department 48 hours prior to the meeting at (562) 570-6101.

(*The City Clerk's office is closed on weekends. To assure proper accommodations, please call by 4:30 p.m. on the Friday prior to the meeting.)

(For Telecommunication Device for the Deaf, please call (562) 570-6626. Inquire at the City Council Chamber Audio Visual Room for Assistive Listening Device.)

Long Beach Public Transportation Company, a.k.a. Long Beach Transit, is an entity which is separate and distinct from the City of Long Beach.