

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

**MONDAY, MARCH 27, 2017  
333 W. OCEAN BOULEVARD  
COUNCIL CHAMBER, 12:00 PM**

Maricela de Rivera, Chair  
Sumire Gant, Vice Chair  
Colleen Bentley, Secretary/Treasurer  
Michael Clemson, Director  
Nancy Pfeffer, Director



Mary Zendejas, Director  
Eric Widstrand, City Representative  
Lea Eriksen, City Representative

Kenneth A. McDonald,  
President and Chief Executive Officer

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**REGULAR MEETING - NOON**

1. Call to Order. (Maricela de Rivera)

Chair de Rivera called the meeting to order at 12:03 p.m.

2. Roll Call. (Ivette Dubois)

Chair de Rivera welcomed Director Clemson to the Long Beach Transit (LBT) Board of Directors.

Director Clemson introduced himself and stated that he works as the Energy Manager at the California State University's Chancellor's Office in Energy and Sustainability, where renewable energy and energy efficiency is promoted. He added that he has experience working in transportation services for the California State University system.

Chair de Rivera thanked former Director, April Economides, for her service to the LBT Board of Directors and wished her well in her new endeavors. She recognized Ms. Economides for her contributions to the Board and thanked her for her good ideas that will hopefully shape the way LBT does business and thinks about the environment.

**Commissioners** Colleen Bentley, Michael Clemson, Nancy Pfeffer, Mary  
**Present:** Zendejas, Sumire Gant and Maricela de Rivera

3. 17-010TR Recommendation to approve the minutes of the regular session meeting held on January 23, 2017. (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, Michael Clemson, Nancy Pfeffer, Mary Zendejas, Sumire Gant and Maricela de Rivera

4. Employee Recognition. (LaVerne David)

Employees of the Month for February 2017:

Francisco Salazar, Transit Service Delivery and Planning  
Arshon Rogers, Jr., Maintenance and Infrastructure  
Samantha Ihlenfeldt, Staff

Employees of the Month for March 2017:

Shelly Rodgers, Transit Service Delivery and Planning  
Adelia Cosico, Maintenance and Infrastructure  
Teresa Anderson, Staff

**INFORMATION ITEM**

LaVerne David, Executive Director/VP, Employee and Labor Relations, presented the Employees of the Month.

Arshon Rogers Jr., February's Employee of the Month for Maintenance and Infrastructure, was presented by Frank Spalding, Maintenance Manager.

Samantha Ihlenfeldt, February's Employee of the Month for Staff, was presented by Lee Burner, Executive Director/VP, Transit Service Delivery and Planning (TSDP).

Teresa Anderson, March's Employee of the Month for Staff, was presented by Jackie Gomez, Human Resources Manager.

Ms. David acknowledged Francisco Salazar, February's Employee of the Month for TSDP; Shelly Rodgers, March's Employee of the Month for TSDP and Adelia Cosico, March's Employee of the Month for Maintenance and Infrastructure, who were not in attendance.

5. 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.

Frances Dawson-Harris, a District 1 resident and avid LBT customer, addressed her concern regarding customers not vacating their seats for senior citizens and customers with disabilities. She asked for LBT to consider adopting a policy requiring customers to vacate their seats for senior citizens and customers with disabilities.

Ms. Dawson-Harris stated that on numerous occasions, customers with disabilities have told her that it is not fair that they have to pay a reduced fare, while customers who use a wheelchair ride for free. She stated that she believes every customer should pay a fare. She thanked LBT staff for their support.

Chair de Rivera thanked Ms. Dawson-Harris for her comments.

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

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

INFORMATION ITEM

Prior to presenting his monthly report, Kenneth McDonald, President and CEO, introduced Tony Cohen, LBT's new Executive Director/VP, Maintenance and Infrastructure.

CEO McDonald stated that Mr. Cohen comes to LBT from SunLine Transit, where he served as Deputy Chief Operations Officer. He added that prior to working at SunLine Transit, Mr. Cohen was the Fleet and Facilities Maintenance Manager for City of Gardena's GTrans.

CEO McDonald stated that Mr. Cohen has more than 30 years of experience in Fleet and Facility Maintenance in both union and non-union environments. He comes to LBT with diversified experience in managing alternatively fueled fleets including battery

electric, hydrogen fuel cell and gasoline-hybrids.

CEO McDonald presented his monthly report.

(Safety and Service Quality)

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

- In support of LBT's ongoing Comprehensive Operational Analysis (COA), which has been branded as the Systemwide Transit Analysis and Reassessment (STAR) Initiative, the following activities were conducted:
  - o On February 17, informational briefings were held with the City of Long Beach Councilmembers and/or their staffs to provide an overview of the STAR Initiative and for the project team to gain a better understanding of their constituents' transit views.
  - o On March 22, 23 and 25, LBT held its first phase of community meetings in its service area. Two additional community meetings will be conducted on April 20 in Signal Hill (location TBD) and on April 29 on the west side of Long Beach (Silverado Park Community Center).
  - o LBT has included links to the STAR Initiative survey on LBT's 'Text for Next Bus' feature; TranSmart signs (which are the digital information displays at LBT bus stops); and the on-hold messages for the customer service phone line.
  - o Upcoming events at which the STAR Initiative will be promoted include:
    - The Cambodia Town Culture Festival on April 2 at MacArthur Park;
    - The Cambodian New Year's Celebration at El Dorado Park, which will bring together community stakeholders who will share ideas and thoughts for reassessment of transit services within LBT's service area; and
    - The 43rd Annual Toyota Grand Prix of Long Beach which takes place Friday, April 7 through Sunday, April 9.
- LBT began providing free, direct shuttle service—called the Galaxy Express—to and from LA Galaxy home games at StubHub Center located in Carson on Saturday, February 25.

Galaxy Express shuttles operate approximately every 10 minutes from both the

Harbor Gateway Transit Center and Metro Blue Line Del Amo Station to the StubHub Center starting 90 minutes prior to kickoff and run through the game's 15<sup>th</sup> minute.

Galaxy fans can take the Metro Silver Line or the Metro Blue Line to each station to connect with the Galaxy Express shuttle, or they can park and ride at the stations and take the shuttle to the games.

Return trips to the stations from the StubHub Center start on the 75<sup>th</sup> minute of each game and run through 45 minutes after the end of the game.

LBT is very excited to provide the Galaxy Express shuttle service for the 2017 Major League Soccer season, as it helps fans get to the games efficiently and without hassles.

This service is made possible through the Metro ExpressLanes Net Toll Revenue Reinvestment Grant Program.

- LBT is finalizing preparations to kick-off the 2016 water taxi season next month during the 43rd Annual Toyota Grand Prix of Long Beach which takes place Friday, April 7 through Sunday, April 9.

LBT will provide service throughout the three-day event.

The AquaBus, which provides service within the Long Beach harbor, will begin operation at 8 a.m., with the first boat departing the Queen Mary. The last departure from the Aquarium dock will be at approximately 9 p.m., later than last year's schedule to accommodate demand for later service. Service frequency will be every 30 minutes.

Service on the AquaLink, which runs along the Long Beach coastline, will be a non-stop express service between Berth 3 at Alamitos Bay Landing and Dock 4 at Rainbow Harbor that would run between 8 a.m. and 10:40 p.m., with a 40-minute headway. Fares for unlimited daily use of water taxi and bus service is \$15.

(Employee Engagement)

In LBT's continued effort to Foster Employee Engagement:

- Lee Burner, Executive Director/VP, Transit Service Delivery and Planning, recently completed The Eno Center for Transportation's 2017 Transit Senior Executive (TSE) Program. Now in its 14th year, and with over 500 alumni, the TSE Program

is a week-long leadership seminar held in Washington, D.C. The program's goal is to develop the next generation of public and private transit organization CEOs.

Participants develop their leadership skills and prepare for promotional opportunities. Over the course of the program, attendees heard from 14 guest lecturers, of which I was one.

- During the month of February, LBT's Safety department conducted its monthly safety blitz campaign on the topic of Fixed Objects. Operators at the Transit Gallery were engaged and thanked for making safety their top priority and keeping preventable accidents down. Safety tips and a healthy snack were provided to help reinforce the message.
- LBT's Training department was also quite busy providing 20 training courses to a total of 125 individuals over a two-month span. The courses included:
  - o New Operators sessions
  - o New Mechanics sessions
  - o State Mandated Annual Refresher Training (SMART) sessions
  - o New Flyer vehicle orientation training
  - o Drug Awareness and CPR classes
  - o Computer software program training; and
  - o Battery-Electric Bus training

(Customer Experience)

Under LBT's priority of Enhancing the Customer Experience:

- LBT participated in Roosevelt Elementary School's Career Day on Friday, February 24. LBT's Community Relations Representative provided students with an orientation to LBT services and an overview of career opportunities in transportation. Additionally, LBT had a bus on-site to familiarize the students with the rules of riding a bus.
- Community Relations staff participated in community outreach events and activities across LBT's service area that provided bus riding and safety tips for disabled customers; opportunities to learn about careers in transportation; introduction to LBT's Battery Electric Bus fleet; information on LBT's products and services to seniors; business networking opportunities; customer and TAP card information; such as:
  - o LBUSD Education Celebration on January 28
  - o LBCC First Week of Classes from February 6-9
  - o Wilson High TAP Drive on February 15

- o Poly High TAP Drive on February 16
- o LA Galaxy Home Opener at StubHub Center on February 25

(Community and Industry Focus)

In an effort to strengthen LBT's focus on the community it serves and the transportation industry:

- LBT's External Affairs Manager/Public Information Officer, Paul Gonzales, participated in the American Public Transportation Association's (APTA) Marketing and Communications Workshop in Tampa, Florida in late February.

Mr. Gonzales served as a trainer for a two-part session entitled, "Tips to Ensure a Successful Television Interview." The first segment was about how a Public Information Officer (PIO) prepares and delivers effective TV interviews and the second segment focused on how to prepare and advise an agency's executives on how they can give effective TV interviews.

- During the week of March 12, CEO McDonald and Deputy CEO Johnson participated in APTA's Legislative Conference in Washington, D.C. to advance LBT's 2017 Legislative program.

They also met with LBT's Congressional representatives and their staff to apprise them of legislative priorities and seek transit support for federal and LBT programs.

- On Thursday, March 23, the Greater Los Angeles African American Chamber of Commerce (GLAAAC) held its 24th Annual Economic Awards Dinner in Downtown Los Angeles.

The dinner and awards program was created to acknowledge individuals and companies for their commitment to advocating for and advancement of the African American enterprise.

LBT's Deputy CEO, Debra Johnson, was one of three recipients of the Community Service Award. Vice Chair Gant, LBT staff and CEO McDonald attended the event in support of the Deputy CEO.

Vice Chair Gant referred to CEO McDonald's monthly report and asked for confirmation that the Galaxy Express was free for customers and that LBT received a grant to run the service.

CEO McDonald confirmed that the Galaxy Express was supported by a grant from Los Angeles County Metropolitan Transit Authority (Metro). He stated that the grant was awarded to LBT for the implementation of a program that helped reduce green house gases.

Vice Chair Gant asked if LBT would be providing shuttle service for the LA Chargers. CEO McDonald stated that LBT is currently working with Metro to see how they can collaborate as the Chargers football team move to LA County.

Director Pfeffer thanked Debra Johnson, Deputy CEO, and Ivette Dubois, Board Secretary, for their support in her role as the speaker for the Sierra Club's February monthly meeting.

Chair de Rivera congratulated Mr. Burner for his participation in the 2017 Eno Transit Senior Executive Program.

Chair de Rivera asked how many people had attended the STAR Initiative community meetings. Deputy CEO Johnson stated that there were six attendees at the March 22 community meeting; 28 attendees at the March 23 meeting and more than 30 attendees at the March 25 meeting.

Chair de Rivera suggested that LBT participate in the 2017 Green Prize Festival so it may promote its STAR Initiative.

Kevin Lee, Marketing and Customer Service Manager, confirmed that LBT would have a booth at the Green Prize Festival where STAR Fact Sheets would be distributed.

Chair de Rivera asked how long the public would be able to take the online survey. Mr. Lee stated that the survey would be available during the first phase of the STAR Initiative, the phase in which information is gathered and community outreach is of the utmost importance.

Chair de Rivera suggested to have flyers distributed to Long Beach Unified School Districts (LBUSD) so students may receive handouts to take home for their parents to read.

Mr. Lee stated that there is a LBUSD employee that is part of the STAR Initiative Project Advisory Group (PAG). He stated that LBT would reach out to its contact at LBUSD so that students may receive STAR Initiative handouts, such as the STAR Initiative Fact Sheet, for their parents to read.

Vice Chair Gant agreed with Chair de Rivera's comment regarding reaching out to



LBUSD to have the STAR Initiative handouts included in student's take-home paperwork to parents.

Chair de Rivera noted that it is important to highlight that STAR Initiative information has been translated into multiple languages.

Frances Dawson-Harris, a member of the public, commended LBT for the accessibility in its transit system. She added that she had requested a reasonable modification that LBT was currently reviewing. She noted that customers appreciated the LBT collateral materials that was distributed.

Chair de Rivera thanked Ms. Dawson-Harris for her comment.

**7. 17-011TR Monthly Financial Report. (Lisa Patton)**

**INFORMATION ITEM**

Lisa Patton, Executive Director/VP, Finance and Budget, presented the staff report.

Director Zendejas noted that Dial-A-Lift (DAL) revenue is decreasing. She asked how the decrease would affect LBT's budget.

Ms. Patton noted that fixed-route service and DAL service data was combined in the budget when it was submitted and measured by Metro. She noted that vehicle service miles and fare box revenue dictated the budget.

Deputy CEO Johnson stated that during the DAL recertification process this past year, there were many DAL members that did not go through the recertification process as they were no longer disabled, were unable to use DAL service or were deceased. She added that those members who did not recertify were not logging rides.

Secretary/Treasurer Bentley referred to the Fleet Parts and Supplies on page 3 of the Monthly Financial Report and asked if the Battery Electric Bus (BEB) batteries were included in the reported monthly financial report.

Ms. Patton stated that the batteries mentioned in Fleet Parts and Supplies were for non-BEBs.

Secretary/Treasurer Bentley asked if there would be a separate budget for the BEB batteries in Fiscal Year 2018's Operating and Capital Budget.

CEO McDonald stated that LBT has a 12-year warranty for the BEB batteries. He clarified that the batteries mentioned in the monthly financial report were for operational items, such as radios, and not the powertrain.

CEO McDonald stated that since LBT had negotiated a 12-year battery warranty for its BEBs, it expected minor issues, such as maintenance, but not battery replacements.

**This TR-Agenda Item was received and filed.**

8. 17-012TR Fiscal Year 2017 Annual Customer and Community Evaluation Survey Results Overview. (Debra Johnson)

INFORMATION ITEM

Debra Johnson, Deputy CEO, presented the staff report.

Ms. Dawson-Harris, a member of the public, stated that courtesy fares and LBT's fare structure were not mentioned in the FY 2017 Customer and Community Evaluation Survey. She added that there was no data regarding customers with disabilities. She asked if visitors had an opportunity to participate in the survey.

Deputy CEO Johnson stated that the survey was conducted along different routes, including the Passport route, which included visitors.

Deputy CEO Johnson noted that as a public entity, LBT was not able to ask survey respondents if they have a disability.

Chair de Rivera asked if LBT asked survey respondents in what zip code they resided. Deputy CEO Johnson referred to question 36 on page 73 and stated that the survey asked respondents what zip code they lived in and a report as to what city they lived in was provided on page 75.

Secretary/Treasurer Bentley asked how the FY 2017 Customer and Community Evaluation Survey results overview would be incorporated into the STAR Initiative.

Deputy CEO Johnson stated that LBT would utilize the survey results. She added that LBT conducts a Customer and Community Evaluation Survey so it can gather opinions and attitudes from individuals who utilize LBT's system. She stated that the STAR Initiative would perform an in-depth analysis.

Secretary/Treasurer Bentley referred to page 1 of the Customer and Community Evaluation Survey Results report and noted that condition of bus stops was the lowest-rated service attribute. She asked if LBT was going to take any action to improve that service attribute.

Deputy CEO Johnson stated that LBT partnered with the City of Long Beach's Public Works department to make enhancements relative to ensuring LBT's amenities, including bus stops, were in a state of good repair.

Deputy CEO Johnson stated that on February 22, 2016, the Board authorized the CEO to leverage monies received from the Low Carbon Transit Operations Program (LCTOP) and to execute LBT's Bus Stop Improvement Project (BSIP). She noted that the BSIP was underway to upgrade 15-20 bus stops. She further stated that LBT was cognizant of its bus stops and added that LBT's Stops and Zones department cleans bus stops as quickly as possible.

Director Pfeffer stated that she was curious to understand if the demographics of the survey respondents were truly reflective of LBT's ridership. She added that she was interested in seeing the comparison between the demographics of LBT's ridership, the Customer and Community Evaluation Survey's respondents and the STAR Initiative Community Survey's respondents.

Deputy CEO Johnson stated that as LBT goes forward and does its Short Range Transit Plan, it uses the American Community Survey and U.S. Census data. She added that when LBT creates its Title VI report, it analyzes the demographics of its community, which is how it discerns what limited English proficiencies are within its service area. She stated that the top language is Spanish, followed by Khmer and Tagalog.

Deputy CEO Johnson stated that 'Hispanic/Latino' was the largest demographic group in LBT's service area, which was why LBT disseminated information in English and Spanish. She added that in the

past three months, LBT began adding information on its collateral regarding what telephone number to call for customers who speak Khmer or Tagalog.

Chair de Rivera asked what was the percentage of customers that call the telephone numbers Deputy CEO Johnson mentioned and take the survey in another language. Deputy CEO Johnson stated that she did not have that information. She noted that LBT would have translators as it undergoes its STAR Initiative and added that information regarding the success of having information available in multiple languages would be available in the upcoming months.

Director Clemson noted that less than one-third of the customers surveyed at the California State University, Long Beach bus stop were taking advantage of the U-PASS Program. Deputy CEO Johnson stated that the survey was conducted at the beginning of the school year, which may have had an impact.

Director Clemson referred to the survey question regarding frequency of bus service and noted that there was no option for a neutral answer. He asked if LBT considered having a neutral option in future surveys. Deputy CEO Johnson stated that LBT would assess having a neutral option as an answer in future Community Evaluation Surveys.

Vice Chair Gant asked if there was feedback from the survey that LBT could use to improve its service relative to the bus stops and the fact that many customers use cash to pay for bus service.

Deputy CEO Johnson stated that LBT staff is going to schools in LBT's service area and educating customers about the different outlets to get a TAP card. She added that LBT is working with Metro to increase the awareness of how to get a TAP card.

She added that LBT would be introducing a Mystery Shopper and Mystery Caller program. She stated that LBT was retaining a third-party vendor to conduct mystery rides to determine if there are areas of opportunities that LBT could work on going forward.

CEO McDonald stated that LBT was working closely with Metro to have a TAP ticket vending machine installed in LBT's service area.

Vice Chair Gant stated that she wondered if it would be discovered that

customers use cash due to not having enough money available to purchase a monthly pass on a TAP card. Deputy CEO Johnson stated that LBT is part of a Regional Ridership Improvement Task Force and added that customers using cash is one component of the Task Force. She further stated that one could categorize the TAP card as a product geared toward a certain demographic while other customers may not have disposable income ready and available.

Director Zendejas stated that the Customer and Community Evaluation Survey provided a good opportunity to see what areas of LBT's service could be improved.

Chair de Rivera thanked Deputy CEO Johnson for the Customer and Community Survey report. She asked if LBT keeps the Customer and Community Survey report in mind while developing the capital and operating budget.

Chair de Rivera referred to customer experience and asked if LBT asked survey respondents if they wanted more customer service available other than Monday through Friday, 7 a.m. - 6 p.m., and Saturday, 8 a.m. - 5 p.m.

Deputy CEO Johnson stated that the survey is conducted at the beginning of the fiscal year so LBT has an idea of what it needs to improve so it may allocate various funds for the anticipated needs.

Ms. Patton stated that a capital call is done every year where Executive Directors/VPs and Managers submit projects for consideration. She added that projects are initially evaluated by the Key Performance Indicators (KPI) Team to determine their value. She noted that the projects are identified by three ways: essential, priority and value added.

Ms. Patton stated that the KPI team receives the customer and community survey report to see what opportunities are available to improve LBT service and amenities.

Ms. Patton referred to the operating budget and stated that departments are currently developing their budgets for FY 2018. She added that while developing the budget, LBT has an opportunity to assess whether it has enough service based on the customer service level it wants to provide.

**This TR-Agenda Item was received and filed.**

9. 17-013TR Recommendation to adopt two resolutions to enable Long Beach Transit (LBT) to receive funding under the Low-Carbon Transit Operations Program (LCTOP):

- 1) A resolution authorizing the President and CEO to execute the Certifications and Assurances and Authorized Agent Forms, along with all subsequent documents for the FY 2016-17 State LCTOP
- 2) A resolution authorizing the execution of the Route 22 Extension Project with \$236,592 provided under LCTOP

(Debra Johnson)

Debra Johnson, Deputy CEO, presented the staff report.

Secretary/Treasurer Bentley asked if community meetings should be held regarding a Route Extension before meeting with the cities. Deputy CEO Johnson stated that LBT first met with the cities of Paramount and Downey to see if they were amenable to LBT providing service into their existing service area.

Director Pfeffer asked how LBT determined that the Route 22 Extension was the first priority over other options.

Deputy CEO Johnson stated that different studies had been conducted outside of the STAR Initiative. She added that there was no direct line to the Metro Green Line Lakewood Station. She further stated that when Nelson\Nygaard first came onboard, they compiled information relative to ridership patterns and it was concluded that there was a deficiency of service going to the Metro Green Line Lakewood Station.

Lea Eriksen, City Representative, asked if the project had a one-time fiscal year cost, or if there were estimates of the ongoing costs related to the Route 22 Extension. Deputy CEO Johnson stated that the overall cost included some infrastructure costs, such as bus stop improvements that needed to be made on a few bus stops along the Route 22 Extension to make them ADA accessible.

Chair de Rivera stated that the idea of better connectivity to the Metro Green Line Lakewood Station was exciting.

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

**Yes:** 6 - Colleen Bentley, Michael Clemson, Nancy Pfeffer, Mary Zendejas, Sumire Gant and Maricela de Rivera

10. 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.

Wayne Wright, a member of the public, suggested LBT should have cards or name plates made to identify who the Chair, Vice Chair, Board Members and CEO are at Board meetings, as it was not clear from the audience.

Mr. Wright stated that having a TAP ticket vending machine installed in LBT's service area, as CEO McDonald mentioned, would be beneficial. He added that it would be helpful as one of the issues for customers was that it was difficult to obtain a TAP card.

11. Board Requests.

Director Zendejas stated that Leadership Long Beach applications would be due soon. She encouraged LBT to participate in the program.

Director Zendejas stated that there would be a Transportation Town Hall hosted by the City of Long Beach's Citizen's Advisory Commission on Disabilities (CACoD) on Friday, March 31, at Cesar Chavez Park.

12. 17-014TR      Adjourn. The next regular meeting will be held on April 24, 2017.  
(Maricela de Rivera)

Adjourned at 1:53 p.m.

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

**Yes:** 6 - Colleen Bentley, Michael Clemson, Nancy Pfeffer, Mary Zendejas, 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.)

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