

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

**TUESDAY, AUGUST 4, 2020
VIA VIDEOCONFERENCE, 10:00 AM**

Colleen Bentley, Chair
Michael Clemson, Vice Chair
Adam Carrillo, Secretary/Treasurer
Jeffrey Price, Director



Sumire Gant, Director
David H. Sutton, Director
Lea Eriksen, City Representative

Kenneth A. McDonald,
President and Chief Executive Officer

**SPECIAL BOARD MEETING
VIA VIDEOCONFERENCE PURSUANT TO
EXECUTIVE ORDER N-29-20 ISSUED BY
GOVERNOR GAVIN NEWSOM**

**ZOOM MEETING ID: 925 1926 5510
PASSWORD: 1963**

1. Call to Order. (Colleen Bentley)

Chair Bentley called the meeting to order at noon.

2. Roll Call. (Ivette Dubois)

Commissioners Jeffrey Price, David Sutton, Michael Clemson and Colleen

Present: Bentley

Commissioners Sumire Gant and Adam Carrillo

Excused:

3. [20-050TR](#) Recommendation to authorize the President and CEO to enter into a contract with Newmark Knight Frank for Property Management services for the commercial office building located at 4801 Airport Plaza Drive. The term of the contract is for three years at a cost of \$772,725, with two, one-year options at \$273,181 for Option Year One and \$281,387 for Option Year Two for a total authorization amount not to exceed \$1,327,293. (Debra Johnson)

Debra Johnson, Deputy CEO, presented the staff report.

Discussion ensued regarding LBT's commitment to ensure any subcontracting opportunities would have an established Disadvantaged Business Enterprise (DBE)/Small Business Enterprise (SBE) goal if there is potential for that.

Discussion ensued regarding the custodial staff needed to maintain the corporate administrative offices.

This TR-Agenda Item was approve recommendation.

4. [20-051TR](#) Recommendation to authorize the President and CEO to expend up to \$7.0 million for owner and tenant improvements for the property located at 4801 Airport Plaza Drive. (Kenneth McDonald)

Kenneth McDonald, President and CEO, presented the staff report.

Discussion ensued regarding property upgrades for LBT and its future tenants.

This TR-Agenda Item was approve recommendation.

5. Public Comment.

There were no public comments.

6. 20-052TR Adjourn. The next regular meeting will be held on August 27, 2020.
(Colleen Bentley)

Chair Bentley asked that Board Requests be added to all future regular and special Board meeting agendas.

This TR-Agenda Item was approve recommendation.

Note:

Long Beach Transit intends to provide reasonable accommodations with the Americans with Disabilities Act of 1990. If special accommodation is desired, please call the Board Secretary's Office 48 hours prior to the meeting at 562.599.8554.

Long Beach Transit is an entity which is separate and distinct from the City of Long Beach.