

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

**THURSDAY, APRIL 27, 2023
411 W. OCEAN BOULEVARD
CIVIC CHAMBERS, 3:30 PM**

David H. Sutton, Chair
Abigail Mejia, Vice Chair
Michael Clemson, Secretary/Treasurer
Raul Añorve, Director
Colleen Bentley, Director
Rolando Cruz, Director
Randy Rawlings, Director



Christopher Koontz, City Representative
Joshua Hickman, City Representative

Kenneth A. McDonald,
President and Chief Executive Officer

REGULAR MEETING - 3:30 P.M.

1. Call to Order. (Abigail Mejia)

Vice Chair Mejia called the meeting to order at 3:30 p.m.

2. Roll Call. (Jen Flores)

Commissioners Raúl Añorve, Colleen Bentley, Randy Rawlings, Michael
Present: Clemson and Abigail Mejia

Commissioners David Sutton
Excused:

Commissioners Rolando Cruz
Absent:

3. Employee Recognition. (Jen Flores)

Employees of the Month for April 2023:

Anthony Ford, Sr., Transit Service Delivery and Planning
Marlon Perez, Maintenance and Infrastructure
Chaka Garbutt, Administrative Staff

INFORMATION ITEM

Jen Flores, Board Secretary, presented the Employees of the Month for April 2023.

4. Public Comment.

Any member of the public may raise their hand, 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.

Vice Chair Mejia read comment from Ian T. regarding the recent customer survey.

Laurence Alter gave a live comment about Operator communication.

5. President and CEO Report. (Kenneth McDonald)

INFORMATION ITEM

Kenneth McDonald, President and CEO, presented his monthly report.

The monthly report contained a recap of LBT's 60th Anniversary event held on March 31 and highlighted the upcoming event on May 20 at the Beach Streets event.

CEO McDonald also highlighted various community events LBT staff participated in, which included, the 15th Annual Cambodia Town Parade and Cultural Festival, the EXPO Arts Senior Center field trip to the Long Beach Museum of Latin American Art and the Acura Grand Prix of Long Beach.

NOTICE TO THE PUBLIC

All matters included on the Consent Calendar are considered routine by the Long Beach Transit (LBT) Board of Directors and will all be enacted by one motion. There will be no separate discussion of these items unless a member of the Board of Directors or the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

CONSENT CALENDAR (6)

A motion was made by Director Añorve, seconded by Secretary/Treasurer Clemson, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Randy Rawlings, Michael Clemson and Abigail Mejia

Excused: 1 - David Sutton

Absent: 1 - Rolando Cruz

6. 23-023TR Recommendation to approve the minutes of the regular session meeting held on March 23, 2023.

REGULAR CALENDAR

7. 23-024TR Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

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

Director Bentley inquired if the security line item included security at the new building.

Ms. Patton responded that the line item includes expenses across the system, including LBPD, Transit Ambassadors, as well as facility security at TVIC, LBT1, LBT2 and the Corporate offices.

This TR-Agenda Item was received and filed.

8. 23-025TR Recommendation to authorize the President and CEO to enter into a five-year contract with Catalina Channel Express, Inc., for the provision of water taxi management and operations service for a total authorization amount not to exceed \$7,196,000. (Lee Burner)

Lee Burner, Executive Director/VP, Transit Service Delivery and Planning, presented staff report.

Director Anorve inquired about how the \$5 fare has been maintained over the years.

CEO McDonald responded that LBT is committed to not increasing fare unless there is a driving reason.

Director Anorve inquired about Catalina Express staffing the services and customer service.

Mr. Burner responded that LBT does not staff either service it is solely staffed by Catalina Express.

Director Anorve then asked who handles legal issues, customer service and complaints.

Mr. Burner mentioned there are very few complaints about the service.

CEO McDonald responded that Catalina Express contract includes insurance requirements.

Director Anorve inquired about the 5 year contract term.

CEO McDonald responded that the pricing was better with a longer term contract.

Director Bentley commented about marketing opportunities for the service.

City Representative Hickman made a comment about the opening of Queen Mary.

City Representative Koontz inquired about ridership growth.

CEO McDonald responded one of the issues with the service is parking. LBT is planning to offer service to Alamitos Bay in the future, LBT will evaluate how this service will effect the ridership on the Aqualink and AquaBus services.

Discussion ensued about restroom availability.

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

Yes: 5 - Raúl Añorve, Colleen Bentley, Randy Rawlings, Michael Clemson and Abigail Mejia

Excused: 1 - David Sutton

Absent: 1 - Rolando Cruz

9. 23-026TR Recommendation to adopt Long Beach Transit's 2023 Public Transportation Agency Safety Plan to comply with FTA final rule in accordance with Federal Regulations (49 CFR Part 673). (Elizabeth Brown)

Elizabeth Brown, Executive Director/VP, Organizational Development and Administration, presented staff report.

Director Rawlings inquired about meeting versus exceeding some of the KPIs.

Ms. Brown responded that LBT's initial goal is to meet the goal, however in line with LBT's strategic priorities, the agency tries to exceed KPIs.

A motion was made by Secretary/Treasurer Clemson, seconded by Director Bentley, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Randy Rawlings, Michael Clemson and Abigail Mejia

Excused: 1 - David Sutton

Absent: 1 - Rolando Cruz

Secretary/Treasurer Clemson was excused from the meeting at 4:35 p.m.

Commissioners Raúl Añorve, Colleen Bentley, Randy Rawlings and Abigail
Present: Mejia

Commissioners Michael Clemson and David Sutton
Excused:

Commissioners Rolando Cruz

Absent:

10. 23-027TR Long Beach Transit's 2022 Transit Asset Management Plan.
(James Scott)

INFORMATION ITEM

James Scott, Executive Director/VP, Maintenance and Infrastructure, presented the staff report.

This TR-Agenda Item was received and filed.

11. 23-028TR Long Beach Transit's Transit Customer Amenities Program. (Kim Le)

INFORMATION ITEM

Kim Le, Manager, Transit Customer Amenities, presented the staff report.

Director Bentley commented about the cleanness about the LBT customer amenities and inquired about the LBT taking over the city bus stops.

CEO McDonald responded that LBT is restarting conversations with the City regarding the bus stops in question.

Director Rawlings inquired about the turnaround time on LBT's response to requesting parties.

CEO McDonald responded that it depends on the nature of the request.

Discussion ensued about the relationship between LBT and City of Long Beach

Director Anorve inquired about trash service at bus stops.

CEO McDonald responded that trash maintenance is handled by the

city.

Director Anorve inquired about expanding shelters and benches for the stops under tiers V and VI.

CEO McDonald responded that LBT evaluates ridership in order to reclassify a stop's tier.

This TR-Agenda Item was received and filed.

12. Public Comment.

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There were no public comments.

13. Board Request.

Director Bentley requested more information be added to the minutes regarding the reason for the public comments.

Director Anorve requested that staff also include if the speaker is representing a group or organization.

Director Anorve asked if the Board would be presented with the result of the customer survey.

CEO McDonald responded that staff will present the survey results at a future Board meeting.

Director Rawlings requested an update of the bus parking situation along 2nd Street.

14. 23-029TR Adjourn. The next regular meeting will be held on May 25, 2023.
(Abigail Mejia)

The meeting adjourned at 5:20 p.m.

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

Yes: 4 - Raúl Añorve, Colleen Bentley, Randy Rawlings and Abigail Mejia

Excused: 2 - Michael Clemson and David Sutton

Absent: 1 - Rolando Cruz

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