

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

**THURSDAY, MARCH 23, 2023
VIA VIDEOCONFERENCE, 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



Lea Eriksen, City Representative
Joshua Hickman, City Representative

Kenneth A. McDonald,
President and Chief Executive Officer

BOARD MEETING VIA VIDEOCONFERENCE

**MEMBERS OF THE PUBLIC MAY LISTEN TO THE MEETING BY DIALING
(669) 900-9128 AND ENTERING THE FOLLOWING
MEETING ID: 812 9436 5173 (PASSWORD: 1963)**

**MEMBERS OF THE PUBLIC MAY ALSO JOIN THE VIDEO CONFERENCE VIA
THE FOLLOWING ZOOM MEETING LINK:
[https://us06web.zoom.us/j/81294365173
?pwd=dFlpZjRQek45MmVzc0RwMHA1YTVEQT09](https://us06web.zoom.us/j/81294365173?pwd=dFlpZjRQek45MmVzc0RwMHA1YTVEQT09)**

**PERSONS WISHING TO ADDRESS THE BOARD CAN SUBMIT PUBLIC COMMENT
VIA EMAIL OR TELEPHONE.**

**Public comments on agenda items may be submitted by email to board@lbtransit.com
or telephone at 562.599.8554.**

**If calling, please leave a voicemail with your name (please state it clearly), your
telephone number for a return call, and the item number on which you would like to
comment (or specify “public comment”).**

**If emailing, please include your name, your telephone number for a return call, and the
item number on which you would like to comment (or specify “public comment”).**

More information on this process may be found at ridelbt.com/about-us

REGULAR MEETING - 3:30 P.M.

1. Call to Order. (David Sutton)
2. Roll Call. (Jen Flores)
3. Employee Recognition. (Jen Flores)

Employees of the Month for March 2023:

Miguel Hernandez, Transit Service Delivery and Planning
Adrian Lopez, Maintenance and Infrastructure
Akinwale Akinyinka, Administrative Staff

INFORMATION ITEM

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.

5. President and CEO Report. (Kenneth McDonald)

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)

6. 23-019TR Recommendation to approve the minutes of the regular session meeting held on February 23, 2023.

Suggested Action: Approve recommendation.

REGULAR CALENDAR

7. 23-020TR Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

8. 23-021TR Recommendation to adopt a resolution policy statement in support of prioritizing the movement of people by bringing forward a "Transit First" policy advancing strategies to drive sustainable and equitable investment within the communities served by Long Beach Transit. (Marisol Barajas)

Suggested Action: Approve recommendation.

9. Board Request.

10. 23-022TR Adjourn. The next regular meeting will be held on April 27, 2023. (David Sutton)

Suggested Action: Approve recommendation.

Note:

Long Beach Transit intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If special accommodation is desired, please call the Board Secretary's Office five business days 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.

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

**THURSDAY, FEBRUARY 23, 2023
VIA VIDEOCONFERENCE, 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



Lea Eriksen, City Representative
Joshua Hickman, City Representative

Kenneth A. McDonald,
President and Chief Executive Officer

**BOARD MEETING VIA VIDEOCONFERENCE
PURSUANT TO ASSEMBLY BILL 361**

ZOOM MEETING ID: 812 9436 5173 (PASSWORD: 1963)

REGULAR MEETING - 3:30 P.M.

1. Call to Order. (David Sutton)

Chair Sutton called the meeting to order at 3:32 p.m.

2. Roll Call. (Jen Flores)

Commissioners Raúl Añorve, Colleen Bentley, Abigail Mejia and David Sutton

Present:

Commissioners Randy Rawlings and Michael Clemson

Excused:

Commissioners Rolando Cruz

Absent:

3. Employee Recognition. (Jen Flores)

Employees of the Month for February 2023:

Christopher Serrano, Transit Service Delivery and Planning

Nick Hartley, Maintenance and Infrastructure

Austin Phung, Administrative Staff

INFORMATION ITEM

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

Secretary/Treasurer Clemson joined the Board of Directors meeting at 3:35 p.m.

Commissioners Raúl Añorve, Colleen Bentley, Michael Clemson, Abigail Mejia
Present: and David Sutton

Commissioners Randy Rawlings

Excused:

Commissioners Rolando Cruz

Absent:

4. Public Comment.

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Public commenters included:

Taylor
Kevin Meno

Chair Sutton read a public comment submitted Ian Trahan.

5. Agency Report. (Lisa Patton)

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

Vice President Harris' toured the New Flyer electric bus manufacturing plant that included exploring a Long Beach Transit (LBT) bus in production at the facility.

LBT held a virtual public meeting on February 15 for the Disadvantaged Business Enterprise (DBE) Overall Goal and Goal Setting Methodology to seek public comments on the DBE Goals and Goal Setting Methodology.

LBT will continue to receive public comment on the DBE Goals and Goal Setting Methodology through March 2.

The February service change went into effect on February 5. LBT is now at 87% of pre-pandemic service levels.

LBT staff participated in the LBUSD Middle School Choice Fair and shared information on the GoPass program.

Director Bentley inquired if Staff would be presenting an update on the DBE Goals and Goal Setting Methodology after the public comment period had ended.

LBT staff presented to seniors at the EXPO Arts Senior Center and assisted in signing seniors up for Reduced Fare TAP cards.

Director Bentley inquired if Staff would be presenting an update on the DBE Goals and Goal Setting Methodology after the public comment period had ended.

Ms. Patton responded that the DBE program would be presented to the Board at a later date.

Secretary/Treasurer Clemson commented on Vice President Harris touring an LBT bus.

Kevin Meno made a public comment.

NOTICE TO THE PUBLIC

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CONSENT CALENDAR (6 - 7)

A motion was made by Director Anorve, seconded by Secretary/Treasurer Clemson, to approve the Consent Calendar Items 6 and 7. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Michael Clemson, Abigail Mejia and David Sutton

Excused: 1 - Randy Rawlings

Absent: 1 - Rolando Cruz

6. 23-014TR Recommendation to approve the minutes of the regular session meeting held on January 26, 2023.
7. 23-015TR Recommendation to adopt the resolution to authorize continued teleconferencing meetings pursuant to Assembly Bill 361.

REGULAR CALENDAR

8. 23-016TR Monthly Financial Report. (Ashley Liang)

INFORMATION ITEM

Ashley Liang, Treasurer, presented the monthly financial report.

This TR-Agenda Item was received and filed.

9. 23-017TR Recommendation to authorize the President and CEO to enter into a three-year contract with BriteMoon Detailing LLC for complete detailing and window treatment services at a cost of \$1,444,762 for a three-year contract with two, one-year options at \$511,455 for Option Year One and \$524,740 for Option Year Two, with a 10% contingency of \$248,096, for a total authorization amount not to exceed \$2,729,053. (Sergio Ortiz)

Sergio Ortiz, Manager, Fleet Maintenance, presented the staff report.

Director Bentley expressed concern regarding if twice a year was sufficient to keep the interior of the buses clean.

Mr. Ortiz responded that it does take six month to cycle through the entire fleet. However, the buses do get cleaned every night and this item is for

detailing in order to keep the buses in like new condition.

Director Anorve inquired about why participation in the RFP was low.

Ms. Patton responded that Procurement did reach out to find out why other invited firms did not bid.

Joanna Bould, Manager, Procurement, responded that the main reason given was finding workforce labor.

Chair Sutton asked if any of the surveyed firms commented on the paperwork or application process.

Ms. Bould stated that none of the firms commented on that issue.

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

Yes: 5 - Raúl Añorve, Colleen Bentley, Michael Clemson, Abigail Mejia and David Sutton

Excused: 1 - Randy Rawlings

Absent: 1 - Rolando Cruz

10. Board Request.

Director Bentley, Vice Chair Mejia and Chair Sutton requested an update on LBT's bus shelter policy.

Secretary/Treasurer Clemson requested information on LBT's community outreach process to identify smaller opportunities in the community for LBT to participate in.

Mike Gold, Executive Director/VP, Customer Relations and Communications, responded that LBT does welcome agencies sending in sponsorship request.

Ms. Flores commented that the Board could send request directly to her to be forwarded to staff for consideration.

11. 23-018TR Adjourn. The next regular meeting will be held on March, 23, 2023.
(David Sutton)

The meeting adjourned at 4:17 p.m.

**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, Michael Clemson, Abigail
Mejia and David Sutton

Excused: 1 - Randy Rawlings

Absent: 1 - Rolando Cruz

Note:

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LONG BEACH TRANSIT
STATEMENT OF REVENUES AND EXPENSES
FOR PERIOD JULY 1, 2022 TO FEBRUARY 28, 2023

Page 1 of 4

	February 2022	February 2023	February Budget	%	Year to Date FY 2022	Year to Date FY 2023	Year to Date Budget	%
OPERATING REVENUE								
Passenger Fares	\$685,888	\$749,318	\$734,507	102	\$3,625,299	\$5,757,214	\$5,951,975	97
Dial A Lift Fares	2,764	2,944	3,421	86	22,344	26,478	28,104	94
Aqua Service Fares	7,380	8,909	10,183	87	37,098	199,038	218,869	91
Special Event Service Revenue	0	0	0	-	21,500	10,375	6,000	173
Advertising Revenue	43,639	56,250	67,213	84	588,062	492,456	537,704	92
Interest & Miscellaneous	121,914	288,443	63,589	454	831,530	1,893,449	514,831	368
TOTAL OPERATING REVENUE	\$861,586	\$1,105,864	\$878,913	126	\$5,125,832	\$8,379,009	\$7,257,483	115
SUBSIDY REVENUE								
Federal	\$2,719,551	\$1,400,000	\$1,400,000	100	\$8,896,407	\$5,300,000	\$10,450,000	51
State	2,410,487	2,683,280	2,696,833	99	19,634,530	21,704,714	21,702,715	100
County	3,588,039	4,154,934	4,157,933	100	28,645,160	33,279,812	33,268,464	100
Local	1,027,500	706,550	689,369	102	5,886,691	5,908,573	5,856,252	101
TOTAL SUBSIDY REVENUE	\$9,745,577	\$8,944,764	\$8,944,135	100	\$63,062,788	\$66,193,099	\$71,277,431	93
TOTAL REVENUE	\$10,607,163	\$10,050,628	\$9,823,048	102	\$68,188,621	\$74,572,108	\$78,534,914	95
OPERATING EXPENSES								
Operations	\$3,998,098	\$4,500,038	\$4,549,237	99	\$34,019,065	\$36,642,865	\$38,834,151	94
Maintenance	2,130,925	2,273,341	2,262,672	100	16,686,822	18,005,265	17,933,030	100
Administration	1,852,197	2,230,461	2,420,961	92	14,453,126	14,985,670	17,648,333	85
Fuel & Lubricants	425,236	532,172	429,157	124	3,314,836	4,813,295	4,161,427	116
TOTAL OPERATING EXPENSES	\$8,406,456	\$9,536,012	\$9,662,027	99	\$68,473,849	\$74,447,096	\$78,576,941	95
NET INCOME (LOSS) BEFORE DEPR.	\$2,200,707	\$514,616	\$161,021		(\$285,229)	\$125,013	(\$42,027)	
DEPRECIATION	\$1,237,030	\$1,431,187	\$1,514,535	94	\$9,817,382	\$10,927,723	\$11,429,375	96

**LONG BEACH TRANSIT
SCHEDULE OF EXPENSES
FOR PERIOD JULY 1, 2022 TO FEBRUARY 28, 2023**

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				Total	Current Month		Year to	Year to Date	
	Operations	Maintenance	Admin	Curr. Month	Budget	%	Date	Budget	%
LABOR									
Operators	\$2,293,826	\$0	\$0	\$2,293,826	\$2,237,704	103	\$19,205,715	\$19,928,375	96
Maintenance	0	478,069	0	478,069	543,496	88	4,606,859	4,547,476	101
Salaried	336,834	431,648	732,128	1,500,610	1,683,806	89	10,721,570	12,379,656	87
FRINGE BENEFITS									
FICA	181,864	63,765	54,972	300,601	328,238	92	2,417,936	2,673,403	90
Pension	339,661	117,889	107,898	565,449	602,930	94	4,162,679	5,021,927	83
Health	549,728	152,047	98,239	800,014	873,573	92	6,205,342	6,742,973	92
Workers' Compensation	360,860	33,779	435	395,074	395,449	100	3,160,589	3,163,592	100
Uniform & Tool Allowance	9,481	17,671	275	27,427	22,637	121	213,989	221,344	97
Unemployment & Other Fringes	3,793	1,800	70,637	76,231	35,158	217	316,908	321,189	99
SERVICES									
Advertising	0	0	116,065	116,065	73,194	159	658,463	576,577	114
Professional & Technical	3,370	19,583	309,542	332,496	371,283	90	1,796,135	2,466,880	73
Contract Maintenance	0	194,936	240,138	435,074	427,359	102	3,077,454	3,172,446	97
Security	259,190	34,788	0	293,978	332,998	88	2,422,321	2,578,747	94
Employment Physicals	0	0	22,891	22,891	15,416	148	121,466	123,328	98
Other	0	274	8,766	9,039	10,267	88	67,708	82,736	82

**LONG BEACH TRANSIT
SCHEDULE OF EXPENSES
FOR PERIOD JULY 1, 2022 TO FEBRUARY 28, 2023**

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	Operations	Maintenance	Admin	Total Curr. Month	Current Month Budget	%	Year to Date	Year to Date Budget	%
MATERIALS & SUPPLIES									
Fuel & Lubricants	\$0	\$532,172	\$0	\$532,172	\$429,157	124	\$4,813,295	\$4,161,427	116
Fleet Parts & Supplies	0	450,949	0	450,949	365,856	123	3,253,561	2,931,430	111
Other Materials & Supplies	0	63,247	22,091	85,337	71,125	120	557,466	559,625	100
UTILITIES	0	155,167	33,047	188,214	192,285	98	1,522,461	1,449,394	105
CASUALTY/LIABILITY COSTS	0	6,031	352,434	358,465	351,391	102	2,749,736	2,811,128	98
PURCHASED TRANS. SERVICE									
Dial A Lift	87,624	0	0	87,624	102,085	86	757,242	863,290	88
Aqua Service	73,366	0	0	73,366	72,605	101	595,440	761,023	78
MISC. EXPENSES									
Dues & Subscriptions	0	0	16,587	16,587	15,833	105	104,649	126,664	83
Taxes, Fees	0	25,334	0	25,334	6,234	406	381,093	53,612	711
Training, Travel & Meetings	0	0	21,620	21,620	25,500	85	100,161	193,000	52
Schedules & Tickets	0	0	0	0	11,250	-	7,166	110,000	7
Safety & Misc. Items	0	3,197	9,808	13,005	13,541	96	140,797	158,643	89
Recruitment Advertising	0	0	11,814	11,814	23,050	51	96,809	167,000	58
Other	441	23,168	1,075	24,684	28,607	86	212,085	230,056	92
TOTAL OPERATING EXPENSES:	\$4,500,038	\$2,805,513	\$2,230,461	\$9,536,012	\$9,662,027	99	\$74,447,096	\$78,576,941	95

LONG BEACH TRANSIT BALANCE SHEET

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	Balance at 02/28/23	Balance at 01/31/23	Balance at 02/28/21
<u>ASSETS</u>			
Cash and Investments	70,709,320	74,877,371	89,321,072
Receivables			
Federal	0	0	0
State	3,556,654	2,313,355	1,013,044
County	2,661,794	1,459,355	3,172,105
Local	1,383,039	835,050	943,804
Miscellaneous	1,850,966	1,925,390	1,480,179
Materials & Supplies Inv.	3,497,330	3,477,928	2,510,476
Net Capital Assets	110,821,438	104,083,668	97,263,179
Other Assets	25,678,815	26,448,545	18,868,653
	220,159,356	215,420,662	214,572,512
<u>LIABILITIES AND CAPITAL</u>			
Trade Payables	4,772,806	5,003,201	2,180,353
Accrued Payroll Liabilities	7,722,718	7,653,082	6,219,908
Net Pension Liability (GASB 68)	32,192,337	32,192,337	34,700,421
Compensated Absence Liabilities	3,475,967	3,465,367	3,509,583
Estimated Liabilities	65,546,756	66,016,817	68,602,369
Deferred Credits	12,172,562	14,066,035	18,205,547
Long-Term Notes Payable	0	0	9,090,037
	125,883,147	128,396,839	142,508,218
Federal Capital Contributions	327,795,028	323,234,593	310,169,669
State Capital Contributions	113,353,366	112,317,446	100,492,665
Local Capital Contributions	124,103,043	121,530,440	100,592,518
Accumulated Earnings (Losses)	(470,975,227)	(470,058,656)	(439,190,557)
	94,276,210	87,023,823	72,064,294
TOTAL LIABILITIES AND CAPITAL	220,159,356	215,420,662	214,572,512



RECOMMENDED ACTION

To adopt a resolution policy statement in support of prioritizing the movement of people by bringing forward a “Transit First” policy advancing strategies to drive sustainable and equitable investment within the communities served by Long Beach Transit.

STAFF REPRESENTATIVE

Marisol Barajas, Manager, Government Relations

BACKGROUND

Since the late 1990s, Caltrans, Los Angeles County Metropolitan Transportation Authority (METRO) and the I-710 Corridor cities have been attempting to resolve the air quality, congestion and safety issues associated with the I-710 Freeway Corridor and the surrounding communities.

Following years of project development, community outreach and technical analysis, METRO’s staff presented three alternatives to the METRO Board at its March 1, 2018, meeting and recommended the Board select Alternative 5C, a build alternative which featured widening I-710 to five mixed flow lanes in each direction. This alternative also included programmatic elements for the corridor comprising a Near Zero/Zero Emission Truck Technology Deployment Program, Community Health Benefits Grant Program, Congestion Relief Program and a Transit Enhancements Program. The METRO Board approved their staff’s recommendation to select Alternative 5C and directed staff to work with Caltrans to finalize the project’s environmental document. This final approach was ultimately rejected by the Environmental Protection Agency (EPA) and Caltrans due to concerns that it exacerbated the health impacts along the corridor, and would not meet desired outcomes for air quality, equity, mobility and sustainability.

Due to environmental, community impact and displacement concerns raised by local communities, Caltrans, EPA and the METRO Board decided to suspend further work on the environmental clearance of the I-710 South Corridor Project Locally Preferred Alternative (LPA). The METRO Board also directed METRO staff to pursue an alternative path to developing a better program of projects for the I-710 South Corridor by re-engaging impacted communities in a new process more aligned to bringing advocates to the table as partners in developing the future multimodal, sustainable, equitable vision and investment plan for improving the I-710 Corridor. In response to this direction, METRO and Caltrans initiated the I-710 South Corridor Task Force in September 2021.

In September 2022, after a year of work and re-engagement of I-710 Task Force, a Vision Statement, Guiding Principles, Goals and Pre-Investment Plan Opportunity, was approved by the METRO Board and adopted under the new project name “The Long Beach-East Los Angeles Corridor Mobility Investment Plan”.



Following the re-engagement and development of improving the communities along the I-710 Corridor, LBT is introducing a “Transit First” policy in support of prioritizing the movement of people by advancing strategies to drive sustainable and equitable investment within the communities served by Long Beach Transit. The focus of the “Transit First” policy is as follows:

1. Improve local and regional air quality and public health.
2. Deliver safe equitable access to transit services.
3. Enhance economic opportunity and regional mobility (i.e., UCLA).
4. Create a sustainable environment (i.e., zero-emission buses and bus shelters).
5. Identify and protect high-usage transit corridors.
6. Provide a better quality of life for residents in impacted corridors and communities (ex. jobs and better quality of life).

In keeping with LBT’s Strategic Priorities and its mission *“Dedicated to connecting communities and moving people...making everyday life better,”* Long Beach Transit continues to play a leadership role in efforts and discussions impacting public transportation projects. As a result, LBT is continuing to lead by introducing the “Transit First” policy and advancing strategies to drive sustainable and equitable investment within the communities served by Long Beach Transit.

ALTERNATIVES CONSIDERED

The Board may choose not to adopt the resolution. However, staff does not recommend this option as LBT plays a critical leadership role in efforts and discussions impacting the communities it serves.

RECOMMENDATION

Staff is requesting LBT’s Board of Directors to adopt a resolution policy statement in support of prioritizing the movement of people by bringing forward a “Transit First” policy advancing strategies to drive sustainable and equitable investment within the communities served by Long Beach Transit.

A handwritten signature in blue ink that reads "K. McDonald".

Kenneth A. McDonald
President and Chief Executive Officer



RESOLUTION OF LONG BEACH TRANSIT

Adoption of a "Transit First" policy statement responsive to advancing the vision and goals of Long Beach Transit and drive infrastructure projects and investment plans within local, regional, state, and federal funding opportunities-and legislative/policy initiatives.

WHEREAS, Long Beach Transit (LBT) mission is "Dedicated to connecting communities and moving people...making everyday life better; and

WHEREAS, Long Beach Transit is a leading provider of transportation options delivering innovative and high-performing services within a multi-modal network that transforms the social, environmental and economic well-being of the diverse communities which LBT serves; and

WHEREAS, Long Beach Transit is a leading provider of transportation options delivering equitable, innovative and high-performing services within a multi-modal network that transforms the social, environmental and economic well-being of the diverse communities which LBT serves; and

WHEREAS, Long Beach Transit's "Transit First" policy will prioritize the following principles; and

WHEREAS, Long Beach Transit's "Transit First" policy will improve local and regional air quality and public health; and

WHEREAS, Long Beach Transit's "Transit First" policy will deliver safe equitable access to transit services; and

WHEREAS, Long Beach Transit's "Transit First" policy will enhance economic opportunity and regional mobility; and

WHEREAS, Long Beach Transit's "Transit First" policy will create a sustainable environment; and

WHEREAS, Long Beach Transit's "Transit First" policy will identify and protect high-usage transit corridors; and

WHEREAS, Long Beach Transit's "Transit First" policy will provide a better quality of life for residents in impacted corridors and communities; and

WHEREAS, Long Beach Transit supports transportation funding from local, county, state and federal entities that are allocated to meet the demand for public transit.



Board Agenda Item No. 08 March 23, 2023

Long Beach Transit continues to work towards clean air quality for our communities; LBT is a leader in reducing greenhouse gas emissions and the reduction of particulate pollutants through its energy conservation efforts and its operation of alternatively fueled vehicles.

NOW, THEREFORE, BE IT RESOLVED that LBT will continue to advocate for its “Transit First” policies in support of projects aiming to improve local and regional air quality and public health; increase safe access to regional mobility and economic opportunities, and quality of life for residents and impacted surrounding communities served by Long Beach Transit.

CERTIFICATION

The undersigned duly appointed Secretary/Treasurer certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the LBT Board of Directors held on March 23, 2023.

Michael Clemson
Secretary/Treasurer, Board of Directors

Date