

M E M O

Alameda Corridor Transportation Authority

To: Governing Board
 Meeting Date: December 12, 2024
 From: Michael C. Leue, Chief Executive Officer *Michael Leue*
 Subject: APPROVE Resolution No. JPA 24-4 Setting the Calendar Year 2025 Date & Time for the Regular Meetings of the ACTA Governing Board

Recommendation:

Approve the attached resolution setting the date and time for regular meetings of the ACTA Governing Board in 2025. January, November and December are proposed to be on the second Thursday of each month, and February through October are proposed to be on the third Thursday of each month. All Governing Board meetings are proposed to begin at 10:00 a.m.

Dates of proposed regular Governing Board meetings are listed below:

| January, November & December: 2nd Thursday | February-October: 3rd Thursday |
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| January 9, 2025 | February 20, 2025 |
| November 13, 2025 | March 20, 2025 |
| December 11, 2025 | April 17, 2025 |
| | May 15, 2025 |
| | June 19, 2025 |
| | July 17, 2025 |
| | August 21, 2025 |
| | September 18, 2025 |
| | October 16, 2025 |

Discussion:

Section 4D(1) of the Amended and Restated Joint Exercise of Powers Agreement (Agreement), dated December 18, 1996, requires the Governing Board to hold at least one regular meeting each year, and that the dates, time and place be fixed by resolution. Meetings have been scheduled monthly since 1989 and cancelled for any month when a meeting was not necessary. See the Background section below for the history of dates, time and locations of meetings.

Regular meetings are proposed to be held at 10:00 a.m. on the 2nd Thursday for January, November and December, and on the 3rd Thursday for February through October to avoid conflict with other meetings attended by the ACTA Board Members.

Background:

In August 1989, the Board adopted a resolution setting the regular meetings at 9 a.m. on the second Thursday of each month at the Carson Civic Center. In January 1997, the Board adopted a new resolution moving the meetings to the first Thursday of each month, alternating annually between the POLB and POLA Administration Buildings. Later that same month, the Board adopted another resolution designating the POLB location for all meetings moving forward.

In April 1997, the Board adopted a new resolution to shift the meetings back to the second Thursday of each month. In January 2022, the Board adopted a resolution changing the meeting schedule to the third Thursday of each month at 3:00 p.m.

In January 2023, the Board adopted a new resolution setting meetings for the first Thursday of each month from February through June, and the second Thursday of each month from July through December, all at 10:00 a.m. Finally, in December 2023, the Board adopted a resolution to hold meetings on the third Thursday of each month from January through August, and the second Thursday of each month from September through December, at 10:00 a.m.

Following the closure of the Port of Long Beach Administration Building, the Board adopted a resolution in February 2014 designating either the POLA Administration Building or the City of Long Beach Council Chambers as meeting locations, while leaving the meeting dates and times unchanged. In April 2017, a third location was added—the Long Beach City College Board Room (Liberal Arts Campus at Clark Ave. and Carson St.)—to accommodate parking limitations during the construction of the new Long Beach City Hall, as well as seating constraints in the POLA Administration Building Commission Meeting Room.

In January 2022, the Board adopted a resolution to include the ACTA Headquarters as a new meeting location, while removing the Port of Los Angeles Administration Building to streamline administrative procedures, due to the required teleconference meetings during the COVID-19 pandemic.

Budget Impact:

There will be no budget impact from the proposed action since the minimal cost of LBCC was included in the ACTA Operating Budget for FY25.

Co-General Counsel Review:

ACTA's Co-General Counsel has reviewed and approved the proposed Resolution as to form.

Transmittal:

Transmittal 1 – Resolution No. JPA 24-4