



**Anaheim Transportation Network
Board of Directors Meeting**

Wednesday, March 28, 2018
3:00 P.M. – 5:00 P.M.

Anaheim Regional Transportation Intermodal Center

2nd Floor Conference Room
2626 East Katella Avenue
Anaheim, CA 92806

BOARD OF DIRECTORS:

Paul Sanford
Chairperson

Fred Brown
Vice Chair

Jerry Alder
Director

Jay Burress
Director

Ian Gee
Director

Ronald Kim
Director

Dan Lee
Director

Carrie Nocella
Director

Bharat Patel
Director

Bhavesh Bo Patel
Director

Jeffrey Runsten
Director

Brian Sanders
Director

Merit Tully
Director

Diana Kotler
Executive Director

AGENDA

ATN Board Members In Attendance:

Jerry Alder
Ian Gee
Ronald Kim
Sarah Monks
Bharat Patel
Brian Sanders
Paul Sanford

ATN Staff Present:

Diana Kotler
Jim Appleby
Paula Eberhart
Justin Petrucelli
Lynn Keller
Lita Aguilar

Members of the public present:

Linda Johnson, City of Anaheim
Carlos Castellanos, City of Anaheim
Gary Steele, Transdev
Gregory Cain, Transdev
Paul Simmons, Curt Pringle and Associates

**CALL TO ORDER ATN BOARD OF DIRECTORS MEETING: 3:05 pm
*Anaheim Transportation Network Board of Directors Meeting***

WELCOME & INTRODUCTIONS

Director Diana Kotler introduced Jim Appleby Project Control Manager for the ATN, explaining his role in assisting her with integration of Programs, RFP's, RFQ's, Grants, program management.

No ADDITIONS/DELETIONS TO THE AGENDA

No PUBLIC COMMENTS



SPECIAL CALENDAR:

1. Presentation of Resolutions to:

Valerie McGee
Sareth Om

Operator of the Month of January 2018
Operator of the Month February 2018

Executive Director Diana Kotler congratulated the Operators of the month who were not present to receive their awards. She mentioned the ATN is very fortunate to have them on our team and serving the guests in The Anaheim Resort.

PUBLIC WORKSHOP:

- 2. In accordance Civil Rights Act of 1964 and Federal Transit Administration (FTA) requirements, conduct a public hearing to receive public input in consideration of the Anaheim Transportation Network's Title VI Plan and CtrCity Anaheim MicroTransit Equity Analysis. Approve recommended Public Participation Plan and Public Outreach Schedule.**

INTRODUCTION

Director Kotler, explained that Title VI of the Civil Rights Act of 1964 provides that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.” To fulfill this basic civil rights mandate, each federal agency that provides financial assistance for any program is authorized and directed by the United States Department of Justice to apply provisions of Title VI to each program by issuing generally applicable rules, regulations, or requirements.

Executive Director Kotler, further explained that the purpose of this report is to document the practices and operations of the Anaheim Transportation Network (ATN) for compliance with Title VI. Its intent is to document the steps to be taken to ensure that, for all programs and activities supported by federal financial assistance, that the ATN provides services without excluding or discriminating on the grounds of race, color or nationality, or creating additional barriers to the use of the ATN transit system.

Consistent with its commitment to meet FTA regulatory requirements, ATN updates and submits this report on a triennial basis to Orange County Transportation Authority (OCTA) in compliance with FTA regulations. This report was prepared for submittal to OCTA on June 7, 2018, as the designated recipient of federal funds on behalf of the ATN.



Directo Kotler advised that the enclosed report was prepared in accordance with FTA Circular 4702.1B issued October 1, 2012, and contains five (5) main sections. Below are summaries of each Section and the Title VI reporting requirements relating to each section.

SECTION 1: GENERAL REPORTING addresses the general reporting requirements that apply to all recipients of federal funds. These requirements include procedures for filing civil rights complaints; a list of Title VI investigations, complaints, and lawsuits; plans for providing meaningful access to persons with limited English proficiency; notification regarding protection under Title VI; distribution of information and outreach to ensure meaningful access to programs and services by involving customers and the general public in the decision-making process.

SECTION 2: DEMOGRAPHICS & SERVICE PROFILE MAPS presents several maps that illustrate those spatial relationships of minority areas in the context of the programs and services that ATN provides.

SECTION 3: SYSTEM WIDE SERVICE STANDARDS & POLICIES describes the service policies and standards under which ATN operates to ensure high-quality and safe levels of service to the public.

SECTION 4: SERVICE CHANGES discusses the service change process and describes major service changes.

SECTION 5: SERVICE MONITORING evaluates the extent to which ATN has met its service standards and the levels of service provided to the various communities served by ATN.

Director Kim asked why do we need Title VI? Director Brown responded we are a Public Transit Agency and receive federal funds. Director Kotler mentions there is a Star Report demographic of the City which is different from the guests, service divided equally. Kotler explained the survey process and Census Data provide us with the information for equitable service, service changes, fares, language translation.

Chairperson Sanford asked if we have this information on our website, yes our website is okay and we have in traditional methods as well.

Chairperson Sanford mentioned he rode one of our buses and we have no evacuation plan posted, Director Kotler says we have Exit signs we are compliant. Both OCTA and us submit to the FTA. Director Gee asks if all ART buses kneel, Director Kotler says 48 out of our service kneel.

No motion necessary, informational item. ATN will continue to receive public comments and will make a final presentation for approval at the next ATN Board of Director meeting.



CONSENT CALENDAR:

Items 3- 8 on the consent calendar will be acted on by one roll call vote unless members of the ATN Board of Directors, staff or the public request the item to be discussed and/or removed from the consent calendar for separate action:

3. **Receive and approve minutes of the ATN Board of Directors meeting held on Wednesday, January 24, 2018**
4. **Receive and file status report pertaining to the Anaheim Transportation Network operations -- ATN Focus Area Reports – January and February 2018**
5. **Receive and file ART Operating Reports for January through February 2018:**
 - a. **Maintenance: Mileage & Road Call Reports**
 - b. **Safety & Training: Safety & Security Report**
 - c. **Operations Contract Penalty Report**
 - d. **Operational Performance Reports**
6. **Receive and file ATN membership report for January through February 2018 and Receive and file customer service summary for January through February 2018**
7. **Receive and file for January through February 2018 financial statements, and approve credit card payment for January through February 2018**
8. **Receive and file sales report summary for January through February 2018**

END OF CONSENT CALENDAR

By motion Paul Sanford/Bharat Patel, items 3-8 on the consent calendar were passed in a single motion.

Yeas: Alder, Gee, Kim, Monks, Sanders,

Nays: None

Abstain: None

OPERATIONAL REPORT:

9. **ART Operational Update – Monthly report provided by TransDev Transit Services, Inc. Gregory Cain, General Manager**

The Operational report was provided by Trans Dev General Manager Gregory Cain. Mr. Cain spoke of the Safety Program and the focus to reduce accidents per month from 12 to 2. He



also mentioned they are still actively hiring drivers and said he will have more updates for the Board at the next meeting.

ACTION CALENDAR:

10. Receive and file Federal Transit Administration (FTA) Triennial Compliance Report of Anaheim Transportation Network operations

DISCUSSION:

Director Kotler explained that as a sub-recipient of Federal Transit Administration (FTA) funds, Anaheim Transportation Network (ATN) is required to undergo a federal compliance review every eighteen (18) months. Orange County Transportation Authority (OCTA), as the designated recipient of FTA funding in Orange County is responsible for ensuring that sub-recipients, as such as ATN, are in compliance with the federal grant management requirements. OCTA retained a consultant, Calyptus Consulting Group, Inc. (Calyptus), to conduct the FTA compliance review of the ATN.

This is the fourth review of the ATN. The first ATN federal compliance review was conducted in May 2013, with the second review completed in December 2014 and subsequent review in June 2016. The latest federal compliance review of the ATN was conducted in January 2018 and included a full analysis of 12 grant management categories, which entailed an assessment of 77 specific requirement areas.

In addition to the review of ATN documentation, Calyptus toured ATN facilities to provide an overview of activities related to FTA-funded assets. This formal review process is a component of the OCTA sub-recipient monitoring procedures, which are designed to:

1. Ensure that all technical components, specifications and cooperative/sub-recipient requirements are met
2. Monitor compliance with FTA requirements for FTA funded assets, i.e. vehicles
3. Monitor compliance with FTA requirements for transit service provision and maintenance program
4. Identify performance issues and non-compliance with FTA requirements and address any deficiencies in a timely manner
5. Track information regarding performance quality for the purposes of evaluating sub-recipients capacity for future federal grant awards

Out of 77 review areas, Calyptus identified nine (9) areas that required further attention. Review areas requiring corrective steps are summarized in Attachments 1 and 2.



None of the identified corrective areas are material in nature. Administrative corrections and updates were asked to be made in order to meet full compliance with the latest FTA rules and regulations. ATN staff updated its procedures and made all necessary corrections within the timeline requested by Calytus and OCTA.

Next federal compliance review will occur in eighteen (18) months, around Summer 2020.

Director Kotler summarizes the January review passed with a need to review and update administrative procedures: All identified procedure updates were completed and accepted by OCTA.

By Motion Paul Sanford/Ronald Kim passed item 10 on the Action Calendar in a single motion.
YEAS: Alder, Gee, Monks, Patel, Sanders,
NAYS: None
ABSTAIN: None

11. Approve ATN Executive Committee recommendation to submit a funding request to Anaheim Tourism Improvement District (ATID) Transportation Committee to co-fund ATN's Capital Improvement Program

Director Kotler reviewed with the ATN Board Ordinance #6174 and Resolution #2010-151 related to the establishment of the Anaheim Tourism Improvement District (ATID). This Ordinance and Resolution established a Management Plan to program, disperse and account for funds collected from the assessed properties. Of the collected funds, 75 percent is dedicated to Visit Anaheim to promote and market the destination. The remaining 25 percent of the funds are managed by the ATID Transportation Committee. The ATID Transportation Committee Management Plan calls the following activities as eligible for funding:

- Plan, design, construct and operate transportation improvements, including ARC, the inter-city dedicated mass transit system linking the regional rail station to various Assessed Facilities and collection points throughout the City;
- Transportation expenses such as Anaheim Transportation Network for Assessed Facilities;
- Alternative transportation methods for Assessed Facilities; and
- Pedestrian walkways and related improvements

The ATN Executive Committee's recommendation is to submit a funding request for \$12.5 million, over five years, to ATID Transportation Committee to fund the following activities:

1. Co-fund construction of the new ART Administration and Maintenance Facility - \$10 million
2. Provide match funds for submission of grant applications and other initiatives - \$2.5 million



The funding request toward ATN facility is supported by the Facility Assessment Study conducted by the City of Anaheim Community Development Department. The City of Anaheim retained services of Griffin Structures to develop a cost estimate for construction of:

1. Office/Administrative Building;
2. Maintenance and Storage Building; and
3. Fleet, employee and visitor parking

The plan developed by Griffin Structures accommodates to modest growth and estimates cost of construction of \$11.76 million, without land acquisition. ATN and the City of Anaheim had preliminary discussions concerning current facility and opportunities for an alternative location for the ATN.

The remaining request for \$2.5 million of ATID funds, over five years, would provide ATN with matching funds to be used toward grant applications to acquire buses to replace its aging fleet and other initiatives as approved and appropriated by the ATN Board of Directors.

This funding request to the ATID Transportation Committee is the third request from the ATN. Past requests included funding for:

1. Co-funding of Transportation Visioning Study
2. Operations of ARTIC/Sports Complex Line
3. Facility/Rent at Anaheim Regional Transportation Intermodal Center (ARTIC)
4. Real-Time Passenger Information System (under development & deployment)
5. Co-Funding toward two zero emission buses

The proposed request to ATID Transportation Committee is enclosed and is consistent with the purpose and intent of the ATID program.

Director Kotler explains that ATID meeting is on April 9, 2017 and ATN's request for funding will be presented at that meeting. Linda Johnson, with the City of Anaheim, stated that the City did not had time to vet this request and will have to table this item for four months allowing additional time to review and opine on legal aspects. Chairperson Sanford asked to add to the request a need to take into consideration safety and security considerations. Chairperson Sanford inquired if Director Brown, as Visit Anaheim and ATN's representative need any further information or guidance from the Board. Director Brown indicated that he had a clear direction from the ATN Board.

Director Kim asked if ATN needs to buy in Anaheim or if Orange or Fullerton could be a consideration. Director Kotler responded that there are no parcels available in either city at this time, we have already checked, in addition other consideration like 98% of ART miles requirement, deadhead operating costs, and franchise language with the City of Anaheim, all need to be considered in the location decision. In addition, Linda Johnson mentioned that ATID funds must be used in ATID district.



Director Kim also asked if half of the ten million up front would be sufficient for ATN cash flow or would we need to take out a construction loan? Chairperson Sanford responded that cash flow analysis has not been completed, yet.

Director Alder asks if there will be a parking structure?

By motion Paul Sanford/Sarah Monks passed item 11 on the Action Calendar in a single motion.

YEAS: Alder, Gee, Kim, Patel, Sanders

Noes: None

Abstain: None

12. Review and discuss branding and priority implementation recommendations for Anaheim Resort Transportation (ART) Mobile Application (App)

DISCUSSION:

Director Kotler, proved an update regarding negotiations and Scope of Work discussions between ATN and RouteMatch for the development of multi-modal, multi-disciplinary trip planning and booking APP have been completed. The final agreement between ATN and RouteMatch for software use and business terms will be executed by the end of March 2018.

The final Scope of Work and Implementation Schedule is provided as Attachment 1. The first phase of the APP deployment is scheduled for the 3rd week of October 2018 and will include:

1. Trip planner
2. Mobile ticketing (Initial release and test on August 31, 2018)
 - a. Multiple passes and fares
 - b. Multiple rider types – reduced fare, children, multiple days
 - c. TNC - Lyft Integration
 - d. Transportation Provider Integration with RouteMatch Platform
3. Mobile ticket and geofencing reporting

Simultaneously, ATN and RouteMatch began to have discussions about branding and naming of the APP. RouteMatch' marketing team conducted extensive analysis of name availability as a web-based application, in the Apple and Android stores, translation of the name into several languages, use of characters color schemes of the competitors and stakeholders, etc.

Final marketing and branding research is on-going and includes the following names:

Ride ART -- *Connect the Dots* – Existing rights to the name

smART Ride -- *Connect the Dots* – Potential fun play on words

The use of created characters and figures for the new ART brand will continue, with Art being the main character/dace of ART.



Director Kotler explained that the APP will be ready for deployment in October. Negotiations with Lyft and Enterprise for a Micro Car Rental are on going.

OTHER UPDATES:

13. Updated on the ATN non-exclusive franchise renewal to the City of Anaheim

Director Kotler mentioned that ATN will be receive 12-month administrative approval for franchise extension.

14. Overview of legislative trips to Sacramento and Washington DC

Director Kotler and Paul Simonds explained that the trip to Sacramento was successful and she will follow up with more advocacy trips to educate on CEC and CARB staff about ART. Discussions with Representatives Lou Correa were also productive and will continue as reauthorization of transportation bill moves forward in a Congress.

15. Update on the Real-Time Passenger Information System Deployment

Director Kotler mentioned that permits will begin in May 2019:

Adjourn Anaheim Transportation Network Board of Directors Meeting at 4:18PM

Next regular ATN Board of Directors meeting will take place at the Anaheim Regional Transportation Intermodal Center (ARTIC) 2nd Floor Conference Room 2626 East Katella Avenue, Anaheim, on Wednesday, June 6, 2018

POSTING STATEMENT: On March 23, 2018, a true and correct copy of this agenda was posted at the ATN offices at 1354 South Anaheim Blvd., Anaheim, 92805; at 2626 East Katella Ave., Anaheim, CA 92806 and on ATN web site at www.rideart.org.

If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Anaheim Transportation Network either in person at 1354 South Anaheim Boulevard, Anaheim, California, or by telephone at (714) 563.5287, no later than 10:00 AM on the day preceding the scheduled meeting.