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**Anaheim Transportation Network  
Board of Directors Meeting Minutes  
Wednesday, January 25, 2012  
3:00 P.M. – 5:00 P.M.**

**Anaheim Convention Center – Room 204A  
800 West Katella Avenue, Anaheim, CA 92802**

Board members in attendance:

Tom Morton, City of Anaheim  
Shaun Robinson, Hilton Anaheim  
Charles Ahlers, AOCVCB  
Fred Brown, Desert Palms Hotel  
Jeff Morse, DoubleTree Guest Suites  
Larry Meifu, Cortona Inn & Suites  
Peter Houck, Anaheim GardenWalk  
Marcus Borman, Anaheim Marriott  
Todd Ament, Anaheim Chamber of Commerce  
Paul Sanford, Anabella Hotel

ATN Staff Present:

Diana Kotler, Anaheim Transportation Network  
Lita Aguilar, Anaheim Transportation Network

Legal Counsel:

Pam Lee, Aleshire & Wynder, LLP

Financial Consultant:

David Petersen, Carpenter Petersen Associates

Ex-Officio Members:

Robert Johnson, MV Transportation, Inc.

ATN Members Present:

Larry Slagle, Yellow Cab of No. Orange County  
Diane Slagle, Western Transit Systems  
Linda Johnson, City of Anaheim

Members of the Public Present:

Mike Wheeler, Discovery Science Center  
Susan Fitzgerald, Discovery Science Center  
Sue Zuhlke, OCTA  
Edmond Buckley, OCTA  
Judie Smith, MV Transportation, Inc.  
Richard Olivia, MV Transportation, Inc.  
Jim Garber, Victory Communications  
Bill Long, Victory Communications  
Melinda Andrade, CPA  
Curt Pringle, CPA

## AGENDA

### PUBLIC HEARING:

Call To Order: ATN Board of Directors Public Hearing meeting called to order at 3:02 pm

The ATN Board of Directors opened its January 2012 Board of Directors meeting with a public hearing to consider new proposed Anaheim Resort Transit routes 18 and 19.

Route 18 -- service between the Anaheim Resort District and the City of Buena Park. The proposed new service is being considered to improve travel options and connectivity between major Orange County destinations and service for the employees of the Anaheim Resort and Buena Park business establishments.

Route 19-- service between the Anaheim Resort District and the City of Santa Ana. The proposed new service is being considered to improve travel options and connectivity between major Orange County destinations and service for the employees of the Anaheim Resort and Santa Ana business establishments.

Staff made a presentation providing detailed operations, financial and outreach information for consideration of ART service expansion for both, Buena Park and Santa Ana routes. As presented, Buena Park route would be slated for commencement on April 1, 2012, with the Santa Ana commencement planned for later part of 2012. Based on the received public comments for consideration of the ART route 19 to Santa Ana destinations, representatives from the Discovery Science Center and MainPlace Mall requested for the Board to consider Route 19 start-up at the same time as Route 18, on April 1, 2012. Staff advised the representatives from Discovery Science Center and MainPlace Mall that the start-up date for Santa Ana Route 19 could be changed to accommodate this request. No other public comments were received. ATN Board of Directors continued the Public Hearing to the next ATN Board meeting on February 22, 2012 in an effort to complete all public workshops scheduled for the month of February 2012 and receive any additional written and/or oral comments. Upon completion of public input process in February 2012, the ATN Board of Directors will take final action in regard to Route 18 and 19 at its March 28, 2012 Board of Directors meeting. Meantime, the ATN staff will continue to work on the operations, contractual and public outreach efforts.

Public Hearing Closed at 3:35 pm

Call To Order: ATN Board of Directors meeting called to order at 3:35 pm

### *Reports:*

*All agenda items and reports were available for review at the Anaheim Transportation Network office. Any writings or documents provided to a majority of Anaheim Transportation Network Board Members regarding any items of this agenda (other than writings legally exempt from public disclosure) will be made available at the Anaheim Transportation Network, located at 1280 South Anaheim Blvd., Anaheim, CA 92805 during regular business hours.*

Additions/Deletions to the Agenda – Staff informed the Board that there were no additions or deletion from the agenda

Public Comments –This is the opportunity for members of the public to speak on any item under the jurisdiction of the ATN Board of Directors or public comments on any agenda item.

Judie Smith, representing MV Transportation Inc., addressed the ATN Board of Directors in regard to the billing practices for maintenance services performed as part of contractual obligations. Ms. Smith informed the Board that during her audit of the Anaheim division, some discrepancies in the billing practices by MV Transportation were discovered and a notice regarding these billing inconsistencies was sent to the ATN for consideration. Ms. Smith requested that the ATN Board of Directors to continue to discuss these issues looking forward to a favorable resolution.

Consent Calendar:

*Items 1 – 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:*

1. Receive and approve minutes of the ATN Board of Directors and General Membership meeting held on Wednesday, November 16, 2011
2. Receive and file status report pertaining to the Anaheim Transportation Network operations  
*ATN Focus Area Reports – December 31, 2011*
3. Receive and approve ART Operating Reports through December 31, 2011
4. Receive and file ATN membership report
5. Review and approve ATN Board meeting schedule for calendar year 2012
6. Approve Banking Resolution and Certificate of Incumbency certifying that the newly elected 2012 ATN Executive Committee are authorized signers for the following ATN bank accounts maintained with Bank of America:  
  
    Checking Account  
    Certificate of Deposit  
    Savings Account
7. Approve Resolution #12-01 approving by-law changes as authorized at the ATN General Membership Meeting held on November 16, 2011
8. Receive and close financial reports for the periods of October and November 2011. File draft financial reports for the period of December 2011

By Motion (Sanford/Morton), the Board approved Consent Calendar

AYES:           10  
NOES:           0  
ABSTAIN:       None

END OF CONSENT CALENDAR

**Operational Report:**

9. ART operational update – monthly report provided by MV Transportation, Inc.

Robert Johnson, General Manager with MV Transportation, Inc. made a presentation to the ATN Board of Directors highlighting recruitment efforts and intention of continuing to meet operational needs of the Anaheim Resort Transit Service. Currently 39 drivers are in the training class as part of the MV’s effort to staff-up for the upcoming Spring Break peak season. Mr. Johnson also informed the ATN Board of Directors regarding selection of the MV’s Anaheim division as a winner of a \$10,000 reward due to the Anaheim division’s ability to operate ART service accident-free for 30 calendar days.

**Action Calendar:**

10. Election of the 2012 Executive Committee

<u>2011 Executive Committee:</u>		<u>2012 Executive Committee</u>	
Chairman	Paul Sanford	Chairman	Paul Sanford
Vice Chair	Fred Brown	Vice Chair	Fred Brown
Treasurer	Larry Slagle	Treasurer	Sven Grunder
Secretary	Marcus Borman	Secretary	Marcus Borman

By Motion (Morton/Ament), the ATN Board of Directors approved nominees for the 2012 Executive Committee

AYES: 10  
NOES: 0  
ABSTAIN: None

11. Appointment of Shaun Robinson with Hilton Anaheim to the Anaheim Transportation Network Board of Directors for the term through December 2013

By Motion (Sanford/Ament), the ATN Board of Directors approved nomination of the Shaun Robinson with Hilton Anaheim to the ATN Board of Directors for the term through December 2013. Mr. Robison replaced Lisa Asdikian, who serviced on the ATN Board of Directors from 2010 and was elected to serve on the ATN Board of Directors at its November 2011 General Membership meeting representing Hilton Anaheim.

AYES: 9  
NOES: 0  
ABSTAIN: Director Robinson

12. Review and approve recommendations of the ATN Finance Ad Hoc Sub Committee:

- a. Accept and file final fiscal year 2010/11 Financial Audit Report  
*Report provided by Carpenter Petersen and Associates. Fiscal Year 2010/11 Financial Audit Report documentation will be provided at the ATN Board of Directors Meeting*

David Petersen, with Carpenter Petersen Associates presented finding of the ATN 2010/11 Financial Audit. The ATN continues to operate in a stable financial condition. No finding pertaining to misappropriations, fraud and/or any other financial misuse were discovered. Closing audited 2010/11 Financial Statements were presented to the ATN Board of Directors. My Motion (Sanford/Ahlers) the ATN Board of Directors accepted and approved ATN Finance Ad Hoc Sub Committee recommendation to accent 2010/11 Financial Audit Report.

AYES: 10  
NOES: 0  
ABSTAIN: None

b. Approve ATN Updated Procurement Policy

As part of the preparation for the upcoming triennial audit, the ATN needs to review and update its Procurement Policy. The proposed draft policy, presented to the ATN Board of Directors, was designed and developed based on the procurement guidelines acceptable to the Federal Transit Administration. Pending minor corrections, as directed to staff, the ATN Board of Directors approved the proposed ATN Procurement Policy. The update ATN Procurement Policy was approved by Motion (Sanford/Brown).

AYES: 10  
NOES: 0  
ABSTAIN: None

c. Discuss proposed ART Fare structure adjustments for Fiscal Year 2012/13

ATN staff presented options for consideration of ART fare adjustment for the upcoming Fiscal Year 2012/2013. Staff proposed to begin deliberations to increase ART fare from the current rate of \$4.00 for an unlimited used 1-day pass to \$5.00 with the incremental revenue of \$1.00 per pass to be divide between the ATN and participating ART participants, up to a pre-determined benchmark. Once this benchmark is met by the ART participant the entire \$1.00 revenue would be given to the ART participant on a reimbursement basis. **No action is required at this time.** Staff was seeking a general direction from the Board to ascertain a level of interest for further study and consideration as part of the Fiscal Year 2012/13 budgetary process.

13. Authorization to proceed with the procurement of twenty (20) Compressed Natural Gas (CNG) buses as part of the federal State of Good Repair and Clean Fuel grant awards. Authorize staff to proceed with California Association for Coordinated Transportation (CalAct) Cooperative Vehicle Purchasing Consortium Procurement. Final procurement recommendations will be provided upon completion of the procurement and selection processes

In late 2010, the ATN received two federal grant awards from the Federal Transit Administration's State of Good Repair and Clean Fuels programs. In addition, the ATN was also able to secure the required 20% match funds from the Mobile Source Air Pollution Reduction Review Committee (MSRC). Funding awards from the FTA and MSRC equal \$4, 192,366. In an effort to expedite the procurement process for twenty (20) new Compressed Natural Gas (CNG) buses, as required by the awarded funds, the ATN would like to use procurement process available to small transit operators in California through the

California Association for Coordinated Transportation (CalAct) Cooperative Vehicle Purchasing Consortium Procurement. CalAct Cooperative Vehicle Purchasing Consortium documentation and procurement processes meet all statutory and legal procurement requirements of the FTA and Caltrans. Small transit agencies are allowed to select manufacturer with the lowest proposed price. The ATN staff is seeking ATN Board of Directors' authorizations to begin discussions with CalAct to prepare necessary documentation to proceed with the negotiations and final specifications for the acquisition of twenty (20) new CNG buses.

My Motion (Sanford/Ahlers), the ATN Board of Directors authorized ATN staff to proceed into discussions with CalAct representatives. Final purchasing recommendations, as well as the Best and Final Offer (BAFO), will be presented to the ATN Board of Directors at its upcoming meeting on February 22, 2012.

14. Authorization to execute sub-contractor agreements with Douglas Kim+Associates and Curt Pringle and Associates for the implementation of the awarded Orange County Transportation Authority (OCTA) Rideshare Development Program

In November 2011, the ATN was awarded a consulting project from Orange County Transportation Authority (OCTA) to develop a rideshare outreach program for Orange County employers. The ATN's proposal to OCTA, included two sub-contractors, Douglas Kim+Associates and Curt Pringle and Associates (CP&A), to assist the ATN staff with project implementation. Contract with OCTA has been approved by the respective ATN and OCTA Board of Directors. At this time, staff was seeking approval for the award of two (2) subsequent contracts with Douglas Kim+Associates and Curt Pringle and Associates (CP&A) in the amount not to exceed \$169,106. Total contract award by OCTA to the ATN is for \$185,500. Remaining \$16,394 will remain with the ATN to compensate the ATN of its overhead and other administrative costs.

My Motion (Sanford/Robinson) the ATN Board of Directors, authorized staff to execute two (2) sub-contractor agreements between the ATN, Douglas Kim+Associates and CP&A.

15. Other Business

- a. Update on ART service to the City of Garden Grove
- b. Update on the ATN current lease with the City of Anaheim (formerly Anaheim Redevelopment Agency) and issues resulting from the California Supreme Court decision

ATN Board of Directors Workshop – Fair Political Practices Commission reporting requirements/Form 700.

ATN legal counsel, Pam Lee with Aleshire & Wynder, LLP, provided an overview and information in regard to the Fair Political Practices Commission reporting and filing requirements. No action is required. This discussion represented an opportunity for the ATN Board of Directors to ask questions and seek additional clarification concerning the Fair Political Practices Commission reporting requirements.

16. Regular ATN Board of Directors Meeting adjourned at 5:15 pm.

Closed Session:

1. Conference With Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to Government Code Section 54956.9(b): (1 matter)

*Adjourn Closed Session*

Upon completion of the closed session, the Board of Directors reconvened in public session. Attorney Lee made a report. No reportable decision was made and the Board reconvened regular ATN Board of Directors meeting at 5: 35 pm.

Next regular ATN Board of Directors meeting will take place at the Anaheim Convention Center Mezzanine Conference Room 800 West Katella Avenue, Anaheim, on Wednesday, February 22, 2012.

All agenda items and back-up materials are available for review at the ATN Office and on the ATN website at [www.rideart.org](http://www.rideart.org).