



ALAMEDA-CONTRA COSTA TRANSIT DISTRICT

AGENDA

Board of Directors - Regular Meeting

CLOSED SESSION 3:45 PM (see item 8 for details)

HYBRID MEETING

AC Transit General Offices

2nd Floor Board Room - 1600 Franklin Street, Oakland, California

Phone (669) 900 6833, Webinar ID: 984 8717 5063

[Zoom link https://actransit.zoom.us/j/98487175063](https://actransit.zoom.us/j/98487175063)

Wednesday, April 24, 2024 at 5:00 PM

MEMBERS OF THE BOARD OF DIRECTORS

JOEL YOUNG, PRESIDENT (AT-LARGE)

DIANE SHAW, VICE PRESIDENT (WARD 5)

JOVANKA BECKLES (WARD 1)

JEAN WALSH (WARD 2)

SARAH SYED (WARD 3)

MURPHY MCCALLEY (WARD 4)

H. E. CHRISTIAN PEEPLES (AT-LARGE)

BOARD OFFICERS

MICHAEL A. HURSH, GENERAL MANAGER/CHIEF EXECUTIVE OFFICER

SHAYNA VAN HOFTEN, INTERIM GENERAL COUNSEL/CHIEF LEGAL OFFICER

LINDA A. NEMEROFF, BOARD ADMINISTRATIVE OFFICER/DISTRICT SECRETARY

TELECONFERENCE:

Director H. E. Christian Peeples, 1628 B Street, Room 16-B, Hayward, California

Live Public Comment

The public is invited to attend the Board of Directors meeting in person or remotely. Live public comment will be accepted during the meeting in person, through Zoom, or the teleconference number listed on the cover of this agenda.

District Secretary will call each speaker when it is their turn to speak. Zoom participants must use the "raise your hand" feature to indicate they wish to speak on an item and use the "unmute" option once prompted to speak.

For participants calling in, dial *9 to "raise your hand" when the agenda item is called. When you are called by the last 4 digits of your phone number, dial *6 to unmute. If you decide not to speak, dial *9 to "lower your hand".

Written Public Comment

Written comment can be submitted directly to the Board BEFORE the meeting starts. Click on <https://actransit.legistar.com/Calendar.aspx> and then click on the "eComment" link for the corresponding meeting. Please note that eComment submissions close 30 minutes prior to the start of the meeting. Written comments can also be emailed to myvoice@actransit.org. Indicate the agenda item number in the subject of the email. Email submissions must be received two hours prior to the start of the meeting.

Members of the public who wish to listen/view the meeting can do so at <https://actransit.legistar.com/Calendar.aspx> by clicking on the "In Progress" link under the "Audio/Video" column. This feature is only available during the live broadcast of the meeting.

AC Transit does not provide technical support to users accessing the meeting by telephone/Zoom.

1. CALL TO ORDER**2. ROLL CALL****3. AB 2449 COMPLIANCE**

Request by Director Peeples to attend the meeting remotely. The Board must take action to approve the request to attend the meeting under emergency circumstances.

4. PUBLIC COMMENT

Any person may directly address the Board at this time on any item of interest to the public that is within the subject matter and jurisdiction of the Board. Boardmembers may briefly respond to statements or questions from the public, ask questions for clarification, refer a matter to staff, request staff to report back at a subsequent meeting, or direct staff to place the matter on a future agenda. However, under the Brown Act, the Board cannot engage in discussion or take action on any item not listed on the agenda. Public Comment on a specific agenda item will be invited at the time the item is being considered. Two (2) minutes are allowed for each item.

5. MODIFICATIONS TO THE AGENDA**6. CONSENT CALENDAR (AND CALL FOR PUBLIC COMMENT ON CONSENT ITEMS)**

- 6.A. Consider approving Board of Directors special meeting minutes of April 10, 2024. [24-266](#)

Staff Contact:

Linda Nemeroff, Board Administrative Officer/District Secretary

- 6.B. Consider approving Board of Directors meeting minutes of April 10, 2024. [24-026](#)

Staff Contact:

Linda Nemeroff, Board Administrative Officer/District Secretary

- 6.C. Consider review of Board Policy 322 - Reserve Policy with no amendments. [24-240](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 6.D. Consider adoption of Resolution No. 24-010 authorizing the General Manager, or his designee, to file and execute applications and funding agreements with the Metropolitan Transportation Commission (MTC) for Fiscal Year (FY) 2024-25 allocations of Transportation Development Act (TDA), State Transit Assistance (STA), Assembly Bill 1107 (AB 1107), Regional Measure 2 (RM2) bridge toll revenues and Regional Measure 3 (RM3) bridge toll revenues. [24-215](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 6.E. Consider adoption of Resolution No. 24-012 authorizing the General Manager or his designee to file and execute applications and funding agreements with the California Department of Transportation (Caltrans) for allocations of the Fiscal Year 2023-24 Low Carbon Transit Operations Program (LCTOP) funds for Tempo operating assistance and the Cutting Boulevard Project, authorizing execution of related Certifications and Assurances, and assigning the General Manager, or his designee, to be the Authorized Agent for resulting LCTOP grants. [24-227](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 6.F. Consider adoption of Resolution No. 24-013 authorizing the General Manager, or his designee, to file and execute applications and funding agreements, and certifications and assurances with the Metropolitan Transportation Commission for the State of Good Repair (SGR) Program to maintain the District's existing transportation infrastructure and facilities in a state of good repair, upgrade, rehabilitate or make improvements thereto. [24-228](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 6.G. Consider adoption of Resolution No. 24-014 authorizing the General Manager, or his designee, to file and execute applications and funding agreements with the Metropolitan Transportation Commission (MTC) for Fiscal Year (FY) 2023-24 allocations of Regional Measure 3 (RM3) bridge toll revenues. [24-232](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 6.H. Consider authorizing the General Manager to exercise the first option year of the contract with Crowe LLP for continued financial auditing services. [21-318a](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 6.I. Consider adoption of Resolution No. 24-017 approving revisions to the classification specification of Assistant District Secretary. [24-256](#)

Staff Contact:

Sebron Flenaugh III, Executive Director of Human Resources

- 6.J. Consider adoption of Resolution No. 24-018 approving minor, clarifying amendments to the classification specification for General Counsel/Chief Legal Officer. [24-213](#)

Staff Contact:

Linda A. Nemeroff, Board Administrative Officer/District Secretary

- 6.K. Consider adoption of Resolution No. 24-007 approving a new classification series for the Retirement Plan, including the revised classifications of Executive Officer Retirement Plan, Principal Retirement Plan Analyst, Retirement Plan Analyst, and Retirement Plan Assistant Analyst as well as the new classifications of Deputy Executive Officer Retirement Plan, Senior Retirement Plan Analyst and Retirement Plan Associate Analyst. [24-096](#)

Staff Contact:

Sebron Flenaugh III, Executive Director of Human Resources

7. REGULAR CALENDAR

External Affairs Items - Chair Peeples

- 7.A. Consider receiving the Monthly Legislative Report and approve legislative positions. [24-218](#)

Staff Contact:

Beverly Greene, Executive Director of External Affairs, Marketing & Communications

- 7.B. Consider receiving a briefing related to accessible wayfinding hardware and software technology solutions. [Requested by Vice President Shaw - 9/13/23.] [24-253](#)

Staff Contact:

Ahsan Baig, Chief Information Officer

Planning Items - Chair Syed

- 7.C. Consider the adoption of Board Policy 491 implementing a new District-wide Local Workforce Engagement Policy and authorize the addition of a Compliance Administrator in the District's Fiscal Year 2024-25 budget. [24-113](#)

Staff Contact:

Ramakrishna Pochiraju, Executive Director of Planning & Engineering

- 7.D. Consider awarding and authorizing the General Manager to execute a revenue-generating transit shelter advertising contract with Lamar Transit, LLC for a base period of two years with three one-year options to extend with a cumulative Minimum Annual Guarantee of \$1,050,000 in revenue for all five years. [24-229](#)

Staff Contact:

Ramakrishna Pochiraju, Executive Director of Planning & Engineering

Operations Items - Chair Shaw

- 7.E. Consider authorizing the General Manager to execute a contract, jointly with the Bay Area Rapid Transit District (BART), with Spare Labs Inc. (Spare) for Software-As-A-Service (SaaS), including turnkey implementation and support services, for the East Bay Paratransit Consortium (EBPC) for a seven-year term, inclusive of up to a two-year implementation period and a five-year operational period. [24-241](#)

Staff Contact:

Ramakrishna Pochiraju, Executive Director of Planning & Engineering

Ahsan Baig, Chief Information Officer

- 7.F. Consider approving Resolution No. 24-016 continuing the District's current hiring incentive and employee referral pilot programs for the remainder of calendar year 2024. [24-088](#)

Staff Contact:

Sebron Flenaugh III, Executive Director of Human Resources

Board Administrative Matters - President Young

- 7.G. Consider approving the draft candidate profile for the General Counsel/Chief Legal Officer position. [24-269](#)

Staff Contact:

Linda Nemeroff, Board Administrative Officer/District Secretary

8. CLOSED SESSION/REPORT OUT

The items for consideration are listed below and will be reported on by the General Counsel as necessary at the end of the meeting.

8.A. Conference with Legal Counsel – Potential Litigation

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (Two cases)

8.B. Conference with Labor Negotiators

(Government Code Section 54957.6):

Agency Designated Representative:

- General Manager Michael Hursh;

- Labor and Employee Relations Representative;

Employee Organizations: ATU Local 192, AFSCME Local 3916, IBEW Local 1245,

Unrepresented Employees

8.C. Public Employee Appointment

(Government Code Section 54957(c))

Title: General Counsel

9. AGENDA PLANNING

Directors are limited to two agenda planning requests per meeting. Each item requested shall have the concurrence of three Directors, including the requestor.

- 9.A. Review of Agenda Planning Pending List and Agenda Planning Request Forms. [24-061f](#)

Staff Contact:

Linda Nemeroff, Board Administrative Officer/District Secretary

10. GENERAL MANAGER'S REPORT

10.A. General Manager's Report for April 24, 2024.

[24-016f](#)

11. BOARD/STAFF COMMENTS

(Government Code Section 54954.2)

12. ADJOURNMENT

Next Meeting: May 8, 2024 at 5:00 p.m.

MEETING DISCLOSURES

Live Audio/Video Stream: Meetings of the Board of Directors are recorded and streamed live on the District's website.

Public Comment: Live public comment will be accepted during the meeting in person, through Zoom, or the teleconference number listed on the cover page. Members of the public wishing to present comments in person should complete a Speaker's Form and submit it to the District Secretary at the meeting. For subjects not listed on this agenda, the public will be invited to speak under the "PUBLIC COMMENT" item on the regular meeting agenda. For specific agenda item(s), speakers will be invited to address the Board at the time the item is being considered. All speakers, including anyone using simultaneous translation equipment, are allowed two (2) minutes to present comments. Speakers using a translator will receive twice the allotted time. Individuals wishing to present more detailed information are encouraged to submit comments in writing. Written comments are included in the record for meeting(s), and as such, are available for public inspection and may be posted to the District's website.

Electronic Devices: All electronic devices such as cell phones, smartphones, tablets and similar sounding devices, shall be placed on mute, vibrate, or silent mode during Board meetings pursuant to District Ordinance No. 12.

Order of Agenda Items: The Board may discuss any item listed on this agenda and in any order.

Availability of Agenda-Related Materials: Written agenda-related materials for all open-session regular meetings are available to the public 72 hours prior to the meeting or at the time the materials are distributed to a majority of the Board. Written materials presented at a meeting by staff or a member of the Board will be available to the public at that time, or after the meeting if supplied by an outside party. Agenda-related materials are available from the District Secretary's Office, 1600 Franklin Street, Oakland, California, or on the District's website.

Accessible Public Meetings/Alternative Formats/Interpreters: Meetings of the Board of Directors are accessible to individuals in wheelchairs. The Board Room is equipped with Assistive Listening Devices for individuals with a hearing impairment. Written materials in appropriate alternative formats and disability-related modification/accommodations must be made three business days in advance of the meeting or hearing to help ensure availability. Subject to availability, sign language, and foreign language interpreters will be provided upon request with 72-hour notice. Please direct requests for disability-related modification or accommodation and/or interpreter services to Linda A. Nemeroff, District Secretary, 1600 Franklin Street, Oakland, California, 94612 or call (510) 891 7201. To access a recording of the current agenda by telephone, dial (510) 891 7200. AC Transit's General Offices are accessible by various bus lines serving the intersection of 17th Street and Broadway. For trip planning visit www.actransit.org or call 511 (and say, "AC Transit"). The nearest accessible BART station is the 19th Street Station in Oakland.

District Ordinance No. 13 prohibits non service animals at District facilities unless specifically authorized by law.

To accommodate individuals with severe allergies and environmental illnesses, meeting participants should refrain from wearing scented products to the meeting.