

# Agenda Planning Pending List

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report on what other transit agencies are doing to handle riders who do not use credit cards.	TBD	Planning/Finance	Shaw - 10/9/19
Report on how to get a handle on the District's contribution to the pension plan.	TBD	Finance	Harper - 3/13/19
Funding of Other Post-Employment Benefits.	TBD	Finance	Harper - 4/24/19
Discuss a range of options that could lead to a reduction in the District's OPEB liability for new unrepresented employees	TBD	Finance	Harper - 5/16/18
Buying carbon "offsets" for AC Transit's air travel [Pending further research).	TBD	District Secretary	Peeples - 9/25/19
10/8/2020 11:14			

# Agenda Planning Pending List

Operations

Item Description	Expected Agenda	Responsible Department	Requested by/Date
Report on the development of procedures on what operators should/shouldn't do when dealing with unmasked passengers. Procedures to be informed by information gathered from operators.	10/28/2020	Operations	Harper - 7/8/20
Development of a Board Policy to address the issue of hiring/procurement of independent contractors and consultants.	11/12/2020	Finance/ General Counsel	Ortiz - 5/24/17
Report on MUNIs experience with wheelchair securement and why they have decided not to secure wheel chairs as well as what is required under FTA/ADA rules and what other agencies are doing. The report should also discuss studies by APTA and TRB on this issue. The report should also address the increasing presence of carts on buses and what should be done about it. Feedback is to be sought from bus operators.	TBD	General Counsel	Harper - 7/25/18
Report on current ridership amid the health threat that would include a projection of future ridership.	TBD	Planning	Harper - 3/11/20
Report on how to better serve customers transitioning between Lines 51A/51B at Rockridge BART.	TBD	Operations	Peeples - 10/23/19
Report on the suggestion offered by David Vartanoff to publish information on the website about missed trips by division.	TBD	Operations	Peeples - 2/12/20
Report addressing the District's policy on bringing scooters onto busses.	TBD	Planning/ Operations	Shaw - 3/11/20
Director Peeples requested a report on the security of the District's data on the Microsoft Office 365 cloud application in view of a recently filed law suit.	TBD	Information Technology	Peeples - 7/22/20

# Agenda Planning Pending List

Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report on the timeline of installation of new bus shelters and replacement of the existing shelters.	12/9/2020	Planning/ Operations	Shaw - 11/13/2019
Invite PG&E and some of the Hydrogen providers to the next Board Retreat to discuss how they plan to address transit's needs for energy in the future as well as a review of our study to see how they will address the District's future needs.	3/31/2021	District Secretary/ General Manager	Young
Update on the status of the customer satisfaction survey. Matter was retained in committee on July 9, 2008, pending receipt of proposed survey. On 9/30/09 Director Peeples requested the report include staff's analysis of surveys conducted in Europe, specifically surveys conducted in Helsinki Finland, to determine how surveys can be done cheaper, better and more often.	TBD	Ext. Affairs/Marketing/ Communications	Peeples - 5/28/08
Explore the use of fare inspectors with hand held readers for Clipper cards in order to load passengers through the back door of buses at Berkeley BART and 14th Street and Broadway during peak hours. [Combine with BRT fare collection.]	TBD	Planning	Peeples - 11/11/15
Request that the Planning Department revisit their prior recommendations for service changes on Line 72/72M and provide report to the Board.	TBD	Planning	Harper - 2/12/20
Report on the effects of the pandemic on service and including any thoughts about issues concerning supplemental service.	TBD	Planning	Shaw - 4/22/20

# Agenda Planning Pending List

External  
Affairs

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Continued discussion of the Communication Plan specific to major service disruptions as of result of sudden unexpected deviation closures.	11/12/2020	External Affairs Marketing & Communications	Shaw - 09/20/2020
Request to consider approving a letter to New Flyer encouraging them to work with the Alabama Coalition to negotiate and sign an enforceable, national Community Benefits Agreement. Director Shaw requested that the staff report include more information about the topic.	TBD	General Counsel	Williams - 7/22/20
Status report on the Oral History Project. [Request from Director Peeples to retain on long-term pending. Staff to continue efforts to locate funds, hire personnel utilizing grant funds, and contact local museums to determine if there is interest in taking on the project].	TBD	TBD	Peeples
Extend an invitation to John McPartland to provide a NIMs course ICS 402 to the Board and other local elected officials. [Staff is attempting to schedule course with Mr. McPartland; date is pending]	TBD	TBD	Peeples - 12/9/15

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Item Description	Department	Expected Agenda Date
AAC Minutes	Planning	10/28/2020
Retirement Board Minutes	Retirement	10/28/2020
Legislative Report [Updates on state, federal, regional and local legislation]	External Affairs	10/28/2020
Report on Investments	Finance	10/28/2020
Budget Update (Feb/April/June/Aug/Oct/Dec)	Finance	10/28/2020
Quarterly Update on Strategic Plan Progress (Feb/May/Aug/Nov)	Planning	11/12/2020
Board/Officer Travel & Meeting Expense Report (Feb/May/Aug/Nov)	District Secretary	11/12/2020
Quarterly Operations Performance Report (Feb/May/Aug/Nov)	Operations	11/12/2020
Surplus & Obsolete Materials Report (Feb/May/Aug/Nov)	Finance	11/12/2020
Status of Active Contracts and Spending Amounts Over \$250,000 Report (Feb/May/Aug/Nov)	Finance	11/12/2020
Employee & Non-Employee Out-of-State Travel Report (Feb/May/Aug/Nov)	Finance	11/12/2020
Quarterly Update on District Involment in External Planning Processes (Feb/May/Aug/Nov)	Planning	11/12/2020
Litigation Report (Feb/May/Aug/Nov)	General Counsel	11/12/2020
Semi-Annual DBE/FTA Report (May/Nov)	Contracts Compliance	11/12/2020
Retirement Board Update (Apr/Nov)	Retirement	11/12/2020
Budget Calendar (Nov)	Finance	11/12/2020
Year-End Audited Financial Statements (Nov)	Finance	11/12/2020
FinCorp Financial Statements (Feb/May/Dec)	Finance	12/9/2020
Fincorp Year-End Audited Financial Statements (Dec)	Finance	12/9/2020
Report from the Parcel Tax Fiscal Oversight Committee (Dec)	Finance	12/9/2020

Item Description	Department	Expected Agenda Date
Annual Adoption of State/Federal Advocacy Programs (Jan)	External Affairs	1/27/2021
Annual Classification Specification Modifications in Prior Year (Feb)	Human Resources	2/10/2021
Annual State of the Bus Fleet Report	Operations	2/10/2021
Mid-Year Budget Review (Jan)	Finance	2/24/2021
Semi-Annual Update on the Clipper2 (April/Oct)	Information Technology	4/14/2021
Annual CARB Update (Jun)	Operations	6/9/2021
Audit Engagement Letter (June)	Finance	6/23/2021
Notice of Scheduled Adoption of the Appropriations Limit (June)	Finance	7/14/2021
Adoption of Appropriations Limit (July)	Finance	7/28/2021
Annual Ridership Report (Oct)	Planning	10/13/2021
Annual Update on Service and Operations in Special District 2 (Meeting in D2)	Planning	TBD

# Agenda Planning Pending List

Policy  
Review

Policy	Policy No.	Responsible Department	Expected Agenda Date
Customer Contact Policy	421	Ext. Affairs/Marketing & Communications	10/28/2020
Conflicts of Interests and Standards for Ethical Conduct	702	District Secretary	10/28/2020
Encouraging the Promotion of Public Transit in Land Use Developments within AC Transit's Service Area	522	Planning & Engineering	10/28/2020
Fixed Asset Procedures	462	Finance	10/28/2020
Service Adjustments	544	Planning & Engineering	10/28/2020
Advertising on District Property	451	Ext. Affairs/Marketing & Communications	11/12/2020
Use of District Resources	217	General Counsel	TBD
Background Investigations	202	General Counsel/ Human Resources	TBD
Capital Plan & Projects Policy	314	Finance	TBD
Bus Rapid Transit - Construction Careers Policy	410	General Counsel/Contracts Compliance	TBD
Zero Tolerance for Workplace Violence	218	Compliance & Diversity/GC	TBD
Notification of Meetings with Elected Officials	163	District Secretary	TBD
Alcohol & Substance Abuse Policy	200	Compliance & Diversity	TBD
Equal Employment Opportunity/Affirmative Action	207	Compliance & Diversity	TBD
Investment Policy	349	Finance	TBD