



Agenda Planning Request Form



Instructions

Complete this form for any new or amended Agenda Planning (AP) Request. Each request requires the endorsement of **at least three (3) Directors** (including the requestor). Directors are limited to a **maximum of fifteen (15)** AP requests per calendar year, with no more than two requests made per meeting. AP requests are non-transferrable to any other Director and any “unused” AP requests shall not be carried over to the next calendar year. Requests for presentations by individuals or organizations outside of AC Transit are excluded from the AP request limit.

Prior to making a request, Directors shall make their best effort to discuss the item with the General Manager, a member of his/her Executive Staff or appropriate Board Officer in advance of the Board meeting at which the request will be made.

AP Request Forms are due to the District Secretary no later than 5:00 p.m. on the Wednesday one week prior to the scheduled Board meeting in order for the form to be included in the agenda packet. Email completed forms to districtsecretary@actransit.org

Information

Directors Name: Jean Walsh		Meeting Date the AP Request will be presented:	Nov 2025
This Request is:	☒ New ☐ Amended	Include in the GMs Report:	☐ Yes ☒ No
Type:	☐ Action ☒ Briefing	Expected Staff Report Due Date (if known):	
Discussed w/ GM, Board Officer or Exec Team Member:		☒ Yes ☐ No	

Item Description: (Please be thorough. Attach additional information if needed.)

The Line 51 A/B transfer point at Rockridge BART has been challenging for years. Riders report missed connections, long waits between buses, and an inconvenient walk to the next bus. In January 2022 staff presented a report with short and long term recommendations to improve the Line 51 transfer. The Board would like an update on these efforts.

The report should include information about the problem: data on number/frequency of missed connections and rider affected, changes over time, amount of time allotted at the transfer point, reasons for missed connections, and updates on implementing the “connection protection” feature which holds the bus until the second bus arrives, etc.

Purpose:

Improving the transfer between the 51A and B will improve the rider experience, which is one of our primary goals.

What will be accomplished/desired outcome:

See above.

For Office Use Only

Information on requested additions by Board Members:

Click or tap here to enter text.

Concurrence By: ☐ Beckles ☐ Walsh ☐ Syed ☐ McCalley ☐ Shaw ☐ Young ☐ Peeples

Tracking Number (if applicable): Click or tap here to enter text.