



## **ALAMEDA-CONTRA COSTA TRANSIT DISTRICT**

### **AGENDA**

#### **Board of Directors - Regular Meeting**

3:45 PM Closed Session (see item 7 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, February 26, 2025 at 5:00 PM**

#### **MEMBERS OF THE BOARD OF DIRECTORS**

**DIANE SHAW, PRESIDENT (WARD 5)**

**MURPHY MCCALLEY, VICE PRESIDENT (WARD 4)**

**H. E. CHRISTIAN PEEPLES (WARD 1)**

**JEAN WALSH (WARD 2)**

**SARAH SYED (WARD 3)**

**ANTHONY C. SILVA (WARD 6)**

**JOEL YOUNG (AT-LARGE)**

#### **BOARD OFFICERS**

**KATHLEEN KELLY, INTERIM GENERAL MANAGER/CHIEF EXECUTIVE OFFICER**

**AIMEE L. STEELE, GENERAL COUNSEL/CHIEF LEGAL OFFICER**

**LINDA A. NEMEROFF, BOARD ADMINISTRATIVE OFFICER/DISTRICT SECRETARY**

**TELECONFERENCE:**

Director H. E. Christian Peeples, 13328 San Pablo Avenue, Room 38C, San Pablo, California 94806

**Live Public Comment**

Board of Directors meetings are held in person. Live public comment may be given in person, on Zoom, or the teleconference number listed on the cover of this agenda. Speakers must be ready to present their comments when they are called upon to speak.

Zoom participants must use the "raise your hand" feature to indicate they wish to speak on an item and be prepared to accept the prompt to unmute. If calling into a meeting, dial \*9 to "raise your hand" when the agenda item you wish to speak to is called. Dial \*6 to unmute when the last four digits of your number are called. If you decide not to speak, dial \*9 to "lower your hand".

**Written Public Comment**

To submit a written comment to the Board, click on <https://actransit.legistar.com/Calendar.aspx> and then click on the "eComment" link for the corresponding meeting. The eComment submission window closes 30 minutes prior to the start of the meeting. Written comments may also be emailed to [myvoice@actransit.org](mailto:myvoice@actransit.org). Indicate the agenda item number in the subject of the email. Email comments must be received no later than two hours prior to the start of the meeting.

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

**ADA Reasonable Accommodations / Alternative Formats / Language Assistance**

In-person meetings of the Board of Directors are accessible to individuals in wheelchairs and assistive listening devices are available to individuals with a hearing impairment. Written materials in alternative formats and disability-related modifications/accommodations must be made three business days in advance of the meeting or hearing to help ensure availability. Language assistance and sign language interpreters can be provided upon request three business days in advance of the meeting, subject to availability. Direct requests for reasonable accommodation or interpreter services to the District Secretary's Office at [districtsecretary@actransit.org](mailto:districtsecretary@actransit.org) or by calling (510) 891-7201. To access an audio recording of the current agenda by telephone, dial (510) 891-7200.

**1. CALL TO ORDER****2. ROLL CALL****3. 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.

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

- 5.A. Consider approving Board of Directors meeting minutes of February 12, 2025. [25-042](#)

Staff Contact:

Linda A. Nemeroff, Board Administrative Officer/District Secretary

- 5.B. Consider receiving the FY 2024-25 Second Quarter Travel and Meeting Expense Report for the Board of Directors. [25-132](#)

Staff Contact:

Linda A. Nemeroff, Board Administrative Officer/District Secretary

- 5.C. Consider authorizing members of the Board of Directors and the General Manager to attend various out-of-state conferences, meetings, and seminars held by the Conference of Minority Transportation Officials (COMTO), the Center for Transportation and the Environment (CTE), the American Public Transportation Association (APTA), the Transportation Research Board (TRB), and the National Association of City Transportation Officials (NACTO) as outlined in the staff report. [25-147](#)

Staff Contact:

Linda A. Nemeroff, Board Administrative Officer/District Secretary

- 5.D. Consider approving amendments to the District's Disadvantaged Business Enterprise (DBE) Program and authorize the General Manager to submit routine administrative DBE Program updates to the Federal Transit Administration (FTA) without prior Board approval. [25-130](#)

Staff Contact:

Phillip J. L. Halley, Interim Director of Civil Rights & Compliance

- 5.E. Consider authorizing the Interim General Manager to execute a contract with Carahsoft Technology Corporation (Carahsoft) through the National Association of State Procurement Officials (NASPO) cooperative contract for the purchase of Swiftly software support for a term of three years in the amount of \$1,348,648.14. [25-009](#)

Staff Contact:

Ahsan Baig, Chief Information Officer

- 5.F. Consider receiving the annual report on the state of the District's Fleet. [25-151](#)

Staff Contact:

Salvador Llamas, Chief Operating Officer

- 5.G. Consider receiving the Semi-Annual Report on the Status of Active Contracts and Spending Amounts over \$250,000 for the first half of Fiscal Year 2024-25. [25-135](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

- 5.H. Consider receiving an update on FY 2024-2025 Second Quarter Customer Services Metrics. [25-146](#)

Staff Contact:

Claudia Burgos, Interim Executive Director of External Affairs, Marketing & Communications

## 6. REGULAR CALENDAR

### External Affairs Items - Chair Peeples

- 6.A. Consider receiving the Monthly Legislative Report and approve legislative positions, if necessary. [25-156](#)

Staff Contact:

Claudia Burgos, Interim Executive Director of External Affairs, Marketing & Communications

#### Finance and Audit Items - Chair McCalley

- 6.B. Consider receiving an overview of staff's proposed FY 2025-26 Budget Guidelines and updated financial projection. [24-480a](#)

Staff Contact:

Chris Andrichak, Chief Financial Officer

#### Planning Items - Chair Young

- 6.C. Consider approving amendments to Board Policy No. 501 - Bus Stop Guidelines for Placement, Relocation, and Removal. [24-380a](#)

Staff Contact:

Ramakrishna Pochiraju, Executive Director of Planning & Engineering

#### Operations Items - Chair Walsh

- 6.D. Consider receiving a report regarding District efforts to increase service reliability through improvements in field conditions (i.e. layovers, reliefs, and restrooms). [25-181](#)

Staff Contact:

Ramakrishna Pochiraju, Executive Director of Planning & Engineering  
Salvador Llamas, Chief Operating Officer

- 6.E. Consider receiving a report on operator restroom access and progress with restroom projects. [Requested by Director Walsh - 1/8/25] [25-152](#)

Staff Contact:

Salvador Llamas, Chief Operating Officer

- 6.F. Consider receiving the FY 2024-25 Second Quarter Protective Services Report. [25-187](#)

Staff Contact:

Marla Blagg, Chief Safety & Security Officer

**Board Administrative Matters - President Shaw**

- 6.G. Receive an update on the recruitment of a public member representative on the Retirement Board and schedule a special Board meeting on March 12, 2025, to interview the applicants. [24-462a](#)

Staff Contact:

Linda A. Nemeroff, Board Administrative Officer/District Secretary

**7. 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.

**7.A. Conference with Legal Counsel – Existing Litigation**

(Government Code Section 54956.9 (a))

- Osborne v. AC Transit, WCAB Case Nos. ADJ11419865 and ADJ10559189; ADR No. AC-ADR-000604

**7.B. Conference with Legal Counsel – Potential Litigation**

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: Potential litigation regarding alleged Brown Act Violation

**7.C. Conference with Labor Negotiators**

(Government Code Section 54957.6):

Agency Designated Representative:

- Interim General Manager Katheleen Kelly
- Labor and Employee Relations Representative

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

**7.D. Public Employee Performance Evaluation**

(Government Code Section 54957)

Title: Interim General Manager

**8. 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.

- 8.A. Review of Agenda Planning Pending List and Agenda Planning Request Forms. [25-015c](#)

Staff Contact:

Linda Nemeroff, Board Administrative Officer/District Secretary

**9. GENERAL MANAGER'S REPORT**

9.A. General Manager’s Report for February 26, 2025. [25-014b](#)

**10. BOARD/STAFF COMMENTS**

(Government Code Section 54954.2)

10.A. Written reports from Board members on travel to District-related conferences occurring in the last 30 days. [25-038c](#)

Staff Contact:

Linda Nemeroff, Board Administrative Officer/District Secretary

**11. ADJOURNMENT**

Next Meeting: March 12, 2025 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.

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.