

Agenda Planning Pending List

Efforts will be made to agendize reports on topics outlined in the Agenda Planning Pending List on the expected agenda date; however, dates are generally contingent on adequate preparation time and the availability of information necessary to prepare a Staff Report and may change. In addition, items will be placed under the most suitable subject matter heading on the Board agenda based on the content of the Staff Report, subject to approval of the final agenda by the Board President.

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Buying carbon "offsets" for AC Transit's air travel [Pending further research].	5/24/2023	District Secretary	Peeples - 9/25/19	
Report (in relation to SR 20-134a Free Fares) with a plan to address the unhoused residents on busses if a fare-free system is implemented and the cost of that scenario.	5/24/2023	Operations	Beckles - 4/28/2021	
Status update and a cost/benefit analysis for addressing fare compliance on Tempo.(See agenda planning request for more information).	6/28/2023	Finance/ Operations	Walsh - 9/14/2022	<u>JW-22-10</u>
Update on expedited payments for small and disadvantaged vendors and how those strategies are moving forward, what challenges have been addressed, and a timeline for implementation. (See the linked document for more information)	11/8/2023	Finance	Shaw - 3/8/2023	<u>Link</u>
Report on revising Board Policy related to parking at the General Office to establish a parking fee for board members.	TBD	District Secretary	Walsh - 5/25/2022	
Implementation of free transfers on all AC Transit service. (See the linked document for more information).	TBD	Finance	Shaw - 12/14/2022	<u>Link</u>

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Operations

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Audit of the contract with the Alameda County (ALCO) Sheriff's Department.	TBD	Operations	Beckles - 2/22/2023	Link

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Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Report about the partnership between Via Mobility Services and the City of Richmond. The report should include what transportation services were provided and how they integrated with AC Transit's service. [This matter to be presented to the Richmond ILC prior to presenting to the Board]	TBD	External Affairs Marketing & Communications	Peeples - 2/23/2022	
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.	TBD	Planning	Peeples - 11/11/2015	

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External Affairs

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Report on the process staff uses to capture, share and act upon rider feedback generated via customer service channels (phone, email, online form, etc.)	4/26/2023	External Affairs Marketing & Communications	Walsh - 11/9/2022	<u>JW-22-12</u>
Report outlining a strategy to engage with local cities to plan a collaborative campaign to place a revenue generating tax measure on the ballot.	6/28/2023	External Affairs Marketing & Communications	Beckles - 12/8/2021	
Report on Proterra bus fire investigation findings.	10/25/2023	Operations	Peebles - 8/10/2022	<u>CP-22-4</u>
Report on codifying the course of communication between AC Transit and local jurisdictions related to permitting and inspection processes.	TBD	Planning & Engineering	Peebles - 6/8/2022	
Status report on the Oral History Project. [Request from Director Peebles 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	Peebles	
Report on working conditions at New Flyer's Anniston plant.	TBD	General Counsel	Peebles - 10/14/2020	
A discussion regarding legislative modifications to the Brown Act. (Board meeting or retreat)	TBD	TBD	Peebles - 12/8/2021	
Provide a NIMs course ICS 402 to the Board and other local elected officials.	TBD	Safety	Peebles - 12/9/15	

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**Routine
Reports**

Item Description	Department	Expected Agenda Date
Legislative Report (Monthly)	External Affairs Marketing & Communications	4/26/2023
Report on Investments (Monthly)	Finance	4/26/2023
AAC Minutes (Monthly)	Planning	4/26/2023
Update on the Clipper2 (Semi-Annual: April/Oct)	Information Technology	4/26/2023
Retirement Board Update (Semi-Annual: Apr/Nov)	Retirement	5/10/2023
Update on District Involvement in External Planning Processes (Quarterly: Feb/May/Aug/Nov)	Planning	5/10/2023
Customer Service Metrics (Quarterly: Feb/May/Aug/Nov) [The report shall address Clipper Penetration Rate and EasyPass Status Report]	External Affairs Marketing & Communications	5/24/2023
FinCorp Financial Statements (Feb/May/Nov)	Finance	5/24/2023
Budget Update (Quarterly: Feb/May/Aug/Nov)	Finance	5/24/2023
Operations Performance Report (Quarterly: Feb/May/Aug/Nov)	Operations	5/24/2023
Board/Officer Travel & Meeting Expense Report (Quarterly: Feb/May/Aug/Nov)	District Secretary	5/24/2023
Protective Services Performance Report (Quarterly: Feb/May/Aug/Nov)	Operations	5/24/2023
DBE/FTA Report (Semi-Annual: May/Nov)	Contracts Compliance	5/24/2023
Budget Adoption (Annual: June)	Finance	6/14/2023
Annual Zero Emission Transit Bus Technology Analysis (Annual: June)	Operations	6/14/2023

Item Description	Department	Expected Agenda Date
Ridership Report (Semi-Annual: Jan/June and presented in conjunction with mid-year and annual budget adoption)	Planning	6/14/2023
Audit Engagement Letter (Annual: July)	Finance	7/12/2023
Notice of Scheduled Adoption of the Appropriations Limit (Annual: July)	Finance	7/12/2023
Employee & Non-Employee Out-of-State Travel Report (Semi-Annual: Feb/Aug)	Finance	8/9/2023
Status of Active Contracts and Spending Amounts Over \$250,000 Report (Semi-Annual: Feb/Aug)	Finance	8/9/2023
Litigation Report (Semi-Annual: Feb/Aug)	General Counsel	8/9/2023
Surplus & Obsolete Materials Report For Prior Fiscal Year (Annual: Aug)	Finance	8/9/2023
Adoption of Appropriations Limit (Annual: Aug)	Finance	8/9/2023
Update on Strategic Plan Progress (Semi-Annual: Mar/Sept)	Planning	9/13/2023
Annual Adoption of State/Federal Advocacy Programs (Annual: Oct)	External Affairs Marketing & Communications	10/25/2023
Year-End Audited Financial Statements (Annual: Nov)	Finance	11/8/2023
Fincorp Year-End Audited Financial Statements (Annual: Dec)	Finance	12/11/2023
Report from the Parcel Tax Fiscal Oversight Committee (Annual: Dec)	Finance	12/13/2023
Mid-Year Budget Review (Annual: Jan)	Finance	1/24/2024
Classification Specification Modifications in Prior Year (Annual: Feb)	Human Resources	2/14/2024
State of the Bus Fleet Report (including CARB update) (Annual: Feb)	Operations	2/14/2024

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**Policy
Review
Schedule**

Policy	Policy No.	Responsible Department	Expected Agenda Date
Equal Employment Opportunity and Affirmative Action Policy	207	Civil Rights and Compliance/ General Counsel	4/26/2023
BART Emergency Bus Service Policy	470	Operations	5/10/2023
Accounting Policies	340	Finance	4/26/2023
Fare Policy Goals and Methodology	333	Finance	5/24/2023
Conflicts of Interest and Standards for Ethical Conduct	702	District Secretary/ General Counsel	5/24/2023
Personnel Policies for Unrepresented Employees	296	Human Resources/ General Counsel	5/24/2023
Travel, Meeting and Miscellaneous Expense Reimbursements for Directors and Board Officers	155	District Secretary	5/24/2023
Actuarial Valuations for Retirement Fund Policy	360	Finance	6/14/2023
Conflict of Interest Code	701	District Secretary	6/14/2023
Public Hearing Process for Board of Directors	110	District Secretary/ General Counsel	6/26/2023
Transit Asset Management Plan	463	Operations	6/28/2023
Payment of Expenditures: Signature Authorizations	352	Finance	9/13/2023
Attorneys - Outside Employment	238	General Counsel	9/27/2023
Temporary Worker Staffing Policy	244	Human Resources	9/27/2023
Smoke and Vape-Free Environment	216	General Counsel/ Human Resources	10/11/2023
Candidate Statement of Qualification Costs	140	District Secretary/ General Counsel	10/25/2023
Elections: Political and Campaign Activities	145	District Secretary/ General Counsel	11/8/2023

Policy	Policy No.	Responsible Department	Expected Agenda Date
Use of District Resources	217	General Counsel	11/8/2023