

# Agenda Planning Pending List

Finance

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.
Status update and a cost/benefit analysis for addressing fare compliance on Tempo.	12/14/2022	Finance/ Operations	Walsh - 9/14/2022	<u>JW-22-10</u>
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.	TBD	Operations	Beckles - 4/28/2021	
Buying carbon "offsets" for AC Transit's air travel [Pending further research].	TBD	District Secretary	Peeples - 9/25/19	
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	
Update on the cost of, and reimbursement for, bus service to the Oakland Hills schools. (See agenda planning request for more information).	TBD	Finance	Peeples - 10/26/2022	<u>CP-22-05</u>

# Agenda Planning Pending List

Operations

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Report on how staff across the District is engaged to provide feedback and suggestions and how responses are facilitated. The report should include any mechanisms to facilitate and improve internal communication related to feedback, comments, and suggestions.	12/14/2022	Human Resources	Walsh - 1/12/2022	
Detailed analysis of ridership (more detailed than previously presented in the annual ridership report), including the data sources. The data should be presented as a narrative to explain the status and trends of the ridership. (Shaw added that the report includes an analysis of specific lines such as those that overlap with BART service).	1/25/2023	Planning	Walsh - 5/11/2022	
Update on the facility changes at Division 6 in Hayward, specifically the parking closure and other recent changes.	TBD	Operations	Shaw - 6/8/2022	
Update on Alternative Dispute Resolution and Leave Management Committee (See agenda planning request for more information).	TBD	General Counsel/ Human Resources	Walsh - 10/26/2022	<a href="#">JW-22-11</a>
Report on East Bay Paratransit Service. (See agenda planning request for more information).	TBD	Planning	Shaw - 10/26/2022	<a href="#">Link</a>

# Agenda Planning Pending List

Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
<p>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]</p>	TBD	External Affairs Marketing & Communications	Peeples - 2/23/2022	
<p>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.</p>	TBD	Planning	Peeples - 11/11/2015	

# Agenda Planning Pending List

External Affairs

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Overview of BART's Wayfinding Project and how it will help AC Transit riders.	1/11/2023	External Affairs Marketing & Communications	Shaw - 9/8/2021 Peeples - 7/27/2022	
Report outlining a strategy to engage with local cities to plan a collaborative campaign to place a revenue generating tax measure on the ballot.	1/25/2023	External Affairs Marketing & Communications	Beckles - 12/8/2021	
Report on codifying the course of communication between AC Transit and local jurisdictions related to permitting and inspection processes.	TBD	Planning & Engineering	Peeples - 6/8/2022	
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	
Report on working conditions at New Flyer's Anniston plant.	TBD	General Counsel	Peeples - 10/14/2020	
A discussion regarding legislative modifications to the Brown Act. (Board meeting or retreat)	TBD	TBD	Peeples - 12/8/2021	
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	Safety	Peeples - 12/9/15	
Report on Proterra bus fire investigation findings.	TBD	Operations	Peeples - 8/10/2022	<u>CP-22-4</u>

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date	Reference No.
Report on public outreach regarding the network redesign and the communication plan that would be in place before the changes are implemented.	TBD	External Affairs Marketing & Communications	Shaw - 4/27/2022	

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Item Description	Department	Expected Agenda Date
Legislative Report (Monthly)	External Affairs Marketing & Communications	12/14/2022
Report on Investments (Monthly)	Finance	12/14/2022
AAC Minutes (Monthly)	Planning	12/14/2022
Retirement Board Update (Semi-Annual: Apr/Nov)	Retirement	12/14/2022
Annual Zero Emmission Transit Bus Technology Analysis (Dec 2022; Annual: June thereafter)	Operations	12/14/2022
Report from the Parcel Tax Fiscal Oversight Committee (Annual: Dec)	Finance	12/14/2022
Ridership Report (Oct 2022; Semi-Annual: Jan/June starting in 2023 and presented in conjunction with mid-year and annual budget adoption)	Planning	1/25/2023
Mid-Year Budget Review (Annual: Jan)	Finance	1/25/2023
Update on District Involvement in External Planning Processes (Quarterly: Feb/May/Aug/Nov)	Planning	2/8/2023
Litigation Report (Semi-Annual: Feb/Aug)	General Counsel	2/8/2023
Classification Specification Modifications in Prior Year (Annual: Feb)	Human Resources	2/8/2023
State of the Bus Fleet Report (including CARB update) (Annual: Feb)	Operations	2/8/2023
Budget Update (Quarterly: Feb/May/Aug/Nov)	Finance	2/22/2023

Item Description	Department	Expected Agenda Date
Customer Service Metrics (Quarterly: Feb/May/Aug/Nov) [The report shall address Clipper Penetration Rate and EasyPass Status Report]	External Affairs Marketing & Communications	2/22/2023
Operations Performance Report, including Sheriff's Contract Metrics (Quarterly: Feb/May/Aug/Nov)	Operations	2/22/2023
Board/Officer Travel & Meeting Expense Report (Quarterly: Feb/May/Aug/Nov)	District Secretary	2/22/2023
Fincorp Year-End Audited Financial Statements (Annual: Dec)	Finance	2/22/2023
FinCorp Financial Statements (Feb/May/Nov)	Finance	2/22/2023
Employee & Non-Employee Out-of-State Travel Report (Semi-Annual: Feb/Aug)	Finance	2/22/2023
Status of Active Contracts and Spending Amounts Over \$250,000 Report (Semi-Annual: Feb/Aug)	Finance	2/22/2023
Bi-annual Update on Strategic Plan Progress (Semi-Annual: Mar/Sept)	Planning	3/22/2023
Update on the Clipper2 (Semi-Annual: April/Oct)	Information Technology	4/26/2023
DBE/FTA Report (Semi-Annual: May/Nov)	Contracts Compliance	5/24/2023
Audit Engagement Letter (Annual: July)	Finance	7/12/2023
Notice of Scheduled Adoption of the Appropriations Limit (Annual: July)	Finance	7/12/2023
Surplus & Obsolete Materials Report For Prior Fiscal Year (Annual: Aug)	Finance	8/9/2023
Adoption of Appropriations Limit (Annual: Aug)	Finance	8/9/2023
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

# Agenda Planning Pending List

Policy  
Review  
Schedule

Policy	Policy No.	Responsible Department	Expected Agenda Date
Budgets	311	Finance	12/14/2022
Prohibiting All Forms of Unlawful Employment Discrimination including Sexual and other forms of Harassment	213	Human Resources, Civil Rights and Compliance, General Counsel	12/14/2022
Investment Policy	349	Finance	12/14/2022
Personnel Policies for Unrepresented Employees	296	Human Resources/ General Counsel	1/5/2023
Small and Small Local Business Enterprise Policy	466	Civil Rights and Compliance	TBD
Equal Employment Opportunity and Affirmative Action Policy	207	Civil Rights and Compliance/ General Counsel	TBD
Internal Audit Department Purpose	400	Internal Audit	TBD
Bus Rapid Transit Construction Careers Policy	410	General Counsel	TBD
Service Standards and Design Policy	545	Planning & Engineering	TBD