

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
Report on the cost of service and how much the cost has increased over the last seven years and what were the revenues and platform hours for Special Districts 1 and 2. Include a graph showing the amount of cost versus the revenue hours.	9/22/2021	Finance	Shaw - 8/11/2021
Regulation to change not only audit partners but audit firms every five years, including the General Counsel's opinion on the proposed regulation.	10/13/2021	Finance	Peeples - 8/11/2021
Follow-up report on the status of integrated fares at MTC, the pros and cons of integrated fares and what such fares would mean to AC Transit as well as the implications for riders, opportunities/challenges, an update on how this discussion is going at MTC, etc.	10/13/2021	Finance	Walsh - 12/9/2020
Report about the next steps toward a cashless payment system, including whether the savings from going to a cashless system would offset the costs of free fares for low-income riders.	1/12/2022	Finance	Beckles - 2/24/2021
Buying carbon "offsets" for AC Transit's air travel [Pending further research].	TBD	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.	TBD	Finance	Beckles - 4/28/2021
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Agenda Planning Pending List

Operations

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report on Tempo line performance including any final and pending actions related to the closure of the project. [After the PSC meeting]	10/13/2021	Operations	Walsh - 6/9/2021
Report on strategies to compete with other transit agencies in hiring operators and what efforts are in place to retain and engage the current operator workforce. (Will be combined with Operator Unavailability Report below)	1/12/2022	Human Resources/ Operations/ EAMC	Walsh - 5/26/2021
Update on the District's effort to address operator unavailability. (Will be combined with report on Operator Recruitment)	1/12/2022	Human Resources/ Operations/ EAMC	Peeples - 5/26/2021
Report on work being done by the Training Department with Bike East Bay and Cycle for Change.	1/12/2022	Operations	Peeples - 6/9/2021
Report on the current state of AC Transit's healthcare and direct the General Manager to consider forming a working group to study the District's healthcare options.	1/12/2022	Human Resources	Young - 6/9/2021
Report on non-police response programs such as the City of Oakland's MACRO Program and those being offered in other cities in AC Transit's Service area, including an overview of each program and their implications throughout the District.	TBD	Operations	Williams - 7/14/2021
Report on how to better serve customers transitioning between Lines 51A/51B at Rockridge BART.	TBD	Operations	Peeples - 10/23/19; Walsh - 6/9/2021
Report on the suggestion offered by David Vartanoff to publish information on the website about missed trips by division.	TBD	Information Technology	Peeples - 2/12/20
Report on implementing a Project Labor Agreement framework for capital improvement projects.	TBD	General Counsel	Beckles - 5/26/2021
Report about the enforcement of bus lane and bus stop regulations and how the violations are handled.	TBD	Operations	Walsh - 8/11/2021

Agenda Planning Pending List

Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Feasibility study and cost of two projects to compete for Measure BB money: 1) strengthening the first lane of the parking lot on the east side of the Rockridge BART station in order to provide a transfer point for Line 51; and 2) a way to be able to take a bus down College Avenue and turn left onto Broadway. (Item to be discussed at next BART ILC meeting, per staff)	9/22/2021	TBD	Peeples - 11/11/15; Walsh - 6/9/2021
An update on the Facilities Utilization Plan.	9/29/2021	Planning	Shaw - 5/26/2021
An update on the MTC's Blue Ribbon Transit Recovery Task Force action plan, including the 27 recommendations.	10/13/2021	Planning	Shaw - 8/11/2021
An update on the status of San Pablo Avenue Corridor Project, led by ACTC.	10/27/2021	Planning	Walsh - 3/10/21
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.	2022 Board Retreat	District Secretary/ General Manager	Young
Report on planning for future supplemental service needs.	TBD	Planning	Shaw - 7/14/2021; 7/28/2021
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 - 11/11/15
Report on where within the District no-car households are situated.	TBD	TBD	Shaw - 6/9/2021

Agenda Planning Pending List

External
Affairs

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Creation of an Interagency Liaison Committee with the City of Richmond.	9/22/2021	District Secretary	Beckles - 2/10/21
Report on working conditions at New Flyer's Anniston plant.	9/22/2021	General Counsel	Peeples - 10/14/2020
Presentation from Transbay Joint Powers Authority on their wayfinding project.	9/22/2021	Finance	Shaw - 6/9/2021
Report on legal limitations on the District's ability to levy fees and taxes.	10/13/2021	General Counsel	Peeples - 12/9/2020
Joint effort with other transit agencies to send a letter to the American Transportation Association, Florida Convention Bureau, and Florida Governor's Office, voicing a protest of participation in events that are in the discriminatory states.	10/13/2021	External Affairs Marketing & Communications	Walsh - 8/11/2021
Follow up to discussion from 6/9/2021: 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	External Affairs Marketing & Communications	Peeples - 5/28/2008
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
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

Agenda Planning Pending List

Routine
Reports

Item Description	Department	Expected Agenda Date
Legislative Report [Updates on state, federal, regional and local legislation]	External Affairs	9/22/2021
Report on Investments	Finance	9/22/2021
AAC Minutes	Planning	9/22/2021
Retirement Board Minutes	Retirement	9/22/2021
Bi-annual Update on Strategic Plan Progress (Mar/Sept)	Planning	9/29/2021
Semi-Annual Update on the Clipper2 (April/Oct)	Information Technology	10/13/2021
Annual Ridership Report (Oct)	Planning	10/13/2021
Budget Update (Feb/April/June/Aug/Oct/Dec)	Finance	10/27/2021
Annual Adoption of State/Federal Advocacy Programs (Jan)	External Affairs	10/27/2021
Customer Service Metrics (Feb/May/Aug/Nov)	External Affairs	11/10/2021
Board/Officer Travel & Meeting Expense Report (Feb/May/Aug/Nov)	District Secretary	11/10/2021
Surplus & Obsolete Materials Report (Feb/May/Aug/Nov)	Finance	11/10/2021
Employee & Non-Employee Out-of-State Travel Report (Feb/May/Aug/Nov)	Finance	11/10/2021
Litigation Report (Feb/May/Aug/Nov)	General Counsel	11/10/2021
Quarterly Operations Performance Report, including Sheriff's Contract Metrics (Feb/May/Aug/Nov)	Operations	11/10/2021
Quarterly Update on District Involvement in External Planning Processes (Feb/May/Aug/Nov)	Planning	11/10/2021
Status of Active Contracts and Spending Amounts Over \$250,000 Report (Feb/May/Aug/Nov)	Finance	11/10/2021
Semi-Annual DBE/FTA Report (May/Nov)	Contracts Compliance	11/10/2021
Budget Calendar (Nov)	Finance	11/10/2021
Year-End Audited Financial Statements (Nov)	Finance	11/10/2021

Item Description	Department	Expected Agenda Date
Retirement Board Update (Apr/Nov)	Retirement	11/10/2021
FinCorp Financial Statements (Feb/May/Dec)	Finance	12/8/2021
Fincorp Year-End Audited Financial Statements (Dec)	Finance	12/8/2021
Report from the Parcel Tax Fiscal Oversight Committee (Dec)	Finance	12/8/2021
Mid-Year Budget Review (Jan)	Finance	2/9/2022
Annual Classification Specification Modifications in Prior Year (Feb)	Human Resources	2/9/2022
Annual State of the Bus Fleet Report (including CARB update)	Operations	2/9/2022
Audit Engagement Letter (June)	Finance	7/13/2022
Notice of Scheduled Adoption of the Appropriations Limit (June)	Finance	7/13/2022
Adoption of Appropriations Limit (July)	Finance	7/27/2022
Annual Update on Service and Operations in Special District 2 (Meeting in D2)	Planning	TBD

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Policy	Policy No.	Responsible Department	Expected Agenda Date
Alcohol & Substance Abuse Policy	200	Civil Rights & Compliance	9/22/2021
Payment of Expenditures; Signature Authorizations	352	Finance	9/22/2021
Personnel Policies for Unrepresented District Employees	296	Legal/Human Resources	9/22/2021
Board Policy 349 Investment Policy	349	Finance	10/22/2021
Candidates Statement of Qualifications Cost	140	District Secretary	10/27/2021
Service Standards and Design Policy	545	Planning & Engineering	12/8/2021
Disability and Leave of Absence Policy	236	Human Resources	TBD
Equal Employment Opportunity/Affirmative Action	207	Human Resources	TBD
Disadvantaged Business Enterprise (DBE) Policy	460	Civil Rights & Compliance	TBD
Small and Small Local Business Enterprise Policy	466	Civil Rights & Compliance	TBD
Prohibiting All Forms of Unlawful Employment Discrimination including Sexual and other forms of Harassment	213	Compliance & Diversity/GC	TBD
Zero Tolerance for Workplace Violence	218	Human Resources	TBD
Bus Rapid Transit - Construction Careers Policy	410	General Counsel/Contracts Compliance	TBD