



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 |
|--|----------------------|------------------------|---------------------|---------------------------------|
| Report on revising Board Policy related to parking at the General Office to establish a parking fee for board members. | 6/28/2023 | District Secretary | Walsh - 5/25/2022 | |
| Buying carbon "offsets" for AC Transit's air travel [Pending further research]. | 6/28/2023 | District Secretary | Peeples - 9/25/19 | |
| 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> |
| 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. | 7/26/2023 | Operations | Beckles - 4/28/2021 | |
| Update on expedited payments for small and disadvantaged vendors a 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>Details</u> |
| Implementation of free transfers on all AC Transit service. (See the linked document for more information). | 6/28/2023 | Finance | Shaw - 12/14/2022 | <u>Details</u> |
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Agenda Planning Pending List

Operations

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date | Reference |
|--|----------------------|-------------------------|------------------------|-------------------------|
| A report detailing how various proposed traffic treatments would improve travel times, reliability, speed and rider experience, including the effectiveness, cost, difficulty and other factors. See detailed request in the Reference column. | 8/11/2023 | Operations/ Planning | Walsh - 4/12/2023 | Details |
| Audit of the contract with the Alameda County (ALCO) Sheriff's Department. | 6/28/2023 | Operations | Beckles - 2/22/2023 | Details |

Agenda Planning Pending List

Planning

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date | Reference |
|---|----------------------|---|-------------------------|-----------|
| 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 | |

Agenda Planning Pending List

External Affairs

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date | Reference |
|---|----------------------|---|----------------------|----------------|
| 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 | Peeples - 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 | 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 | |
| Provide a NIMs course ICS 402 to the Board and other local elected officials. | TBD | Safety | Peeples - 12/9/15 | |
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Agenda Planning Pending List

Routine
Reports

| Item Description | Department | Expected Agenda Date |
|--|---|----------------------|
| Legislative Report (Monthly) | External Affairs Marketing & Communications | 5/24/2023 |
| Report on Investments (Monthly) | Finance | 5/24/2023 |
| AAC Minutes (Monthly) | Planning | 5/24/2023 |
| 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 Emmission Transit Bus Technology Analysis (Annual: June) | Operations | 6/14/2023 |
| 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 |

| Item Description | Department | Expected Agenda Date |
|--|---|----------------------|
| Notice of Scheduled Adoption of the Appropriations Limit (Annual: July) | Finance | 7/12/2023 |
| Update on District Involvement in External Planning Processes (Quarterly: Feb/May/Aug/Nov) | Planning | 8/9/2023 |
| 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 |
| Retirement Board Update (Semi-Annual: Apr/Nov) | Retirement | 8/11/2023 |
| Update on Strategic Plan Progress (Semi-Annual: Mar/Sept) | Planning | 9/13/2023 |
| Update on the Clipper2 (Semi-Annual: April/Oct) | Information Technology | 10/11/2023 |
| 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 |

Agenda Planning Pending List

**Policy
Review
Schedule**

| Policy | Policy No. | Responsible Department | Expected Agenda Date |
|--|------------|--|----------------------|
| 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 |
| 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 |
| Personnel Policies for Unrepresented Employees | 296 | Human Resources/ General Counsel | 6/28/2023 |
| Equal Employment Opportunity and Affirmative Action Policy | 207 | Civil Rights and Compliance/ General Counsel | 6/28/2023 |
| Accounting Policies | 340 | Finance | 6/28/2023 |
| 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 |
| Use of District Resources | 217 | General Counsel | 11/8/2023 |