

Finance

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Agenda Planning Pending List

Operations

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Update on operator security.	5/8/2019	Operations	Wallace - 1/9/19
Operations performance report on Transbay service, including ridership. [Topic will be addressed in next Quarterly Ops Performance Report.]	5/22/2019	Operations	Shaw - 2/27/19
Review of the District's sexual harassment/nepotism policies considering recent national headlines.	5/22/2019	Human Resources	Harper - 12/13/17
Report on how the District plans to utilize the increased capabilities of Clever Devices CAD/AVL system. (Board Retreat)	5/29/2019	Operations/Info Technology	Harper - 9/12/18
Amendments to Board Policy 465 – Procurement Policy: 1. Report on the feasibility and advisability of developing an evaluation process and debarment procedure for vendors, so that if they don't perform, the District does not have to accept their bid. Please reference the 2016-2017 Alameda County Grand Jury Report.	6/26/2019	Finance/ General Counsel	Peebles - 7/12/17
2. Policy change with respect to procurement protests that would allow the vote on a contract award to be postponed until staff analyzed any protest or opposition. The option of having a notice of intent should also be considered.	6/26/2019	Finance/ General Counsel	Ortiz - 12/13/17
3. Development of a Board Policy to address the issue of hiring/procurement of independent contractors and consultants.	6/26/2019	Finance/ General Counsel	Ortiz - 5/24/17
Report on the availability of various types of driver assistance technology on buses that is already available for cars.	6/26/2019	Operations/Info Technology	Harper - 10/10/18
Report on MUNIs experience with wheelchair securement and why they have decided not to secure wheel chairs as well as what is required under FTA/ADA rules and what other agencies are doing. The report should also discuss studies by APTA and TRB on this issue. The report should also address the increasing presence of carts on buses and what should be done about it. Feedback is to be sought from bus operators.	7/24/2019	Planning	Harper - 7/25/18

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report on the availability of grant funding for security/safety issues.	TBD	Finance	Williams - 7/25/2018
Report how Human Resources plans to address the difficulties in hiring operators.	TBD	Human Resources	Harper 09/12/18
Consider ending Other Post-Employment Benefits for new Unrepresented employees.	TBD	Finance/ General Counsel	Harper - 5/16/18
Report from the General Counsel on the District's responsibilities with respect to the Supreme Court's decision on Janus v. AFSCME (may be a closed session item).	TBD	Human Resources/ General Counsel	Harper - 6/27/18
Analysis of the District's various insurance coverages and whether it makes sense to continue to carry those policies, self-insure to a higher level or self-insure completely.	TBD	General Counsel/Risk	Peeples - 6/27/18
Presentation on the District's Health and Wellness Program.	TBD	Human Resources	Ortiz - 3/27/19

Agenda Planning Pending List

Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report on the issue of eliminating local riders from Transbay lines where there is no underlying service. [Report to be addressed in the May Quarterly Operations Performance Report - See Ops Pending List]	5/22/2019	Planning	Peeples - 8/18/19
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.	6/12/2019	Ext. Affairs/Marketing/ Communications	Peeples - 5/28/08
Report on the feasibility of converting Line 97 to a rapid line.	6/26/2019	Planning	Williams - 4/11/18
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.	10/30/2019	District Secretary/ General Manager	Young
Report/discussion about impacts to ADA service (paratransit) in Fremont/Newark if Flex Service is implemented. Paratransit service operates within three-fourths of a mile of fixed route service and Flex is not considered fixed route. The report should include how many trips have been taken by paratransit riders in the last six months. (Issue to be addressed in report from staff on service recommendations for South County)	TBD	Planning	Shaw - 3/27/19

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report from staff or even joint with others on how the implementation of new types of service offerings are working in other cities, in particular the Flex Service implemented by Sac RT and the Go Dublin service implemented in partnership with TNC's. The report should address: cost model/financial analysis, # of service miles delivered, impact on operations, impact on ridership, challenges partnering with third parties, lessons learned that can apply to AC Transit, staff recommendations on these types of services moving forward. (Issue to be addressed in report from staff on service recommendations for South County)	TBD	Planning	Shaw - 1/23/19
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. [Combine with BRT fare collection.]	TBD	TBD	Peeples - 11/11/15
Request to have staff retain ITS Davis to work with the Planning Department and report on what AC Transit would look like after the Three Transportation Revolutions (vehicle electrification, automation, and widespread shared mobility).	TBD	TBD	Ortiz - 12/13/17
Report back on contact with the City of Oakland regarding the possibility of developing standard routes for parades, demonstrations, marathons, etc., so AC Transit can figure out what to do with its service during these events.	TBD	TBD	Harper - 5/30/18
Report on the Dumbarton Forward Project.	TBD	Planning	Shaw - 2/13/19
Opportunities and challenges of implementing headway-based scheduling.	TBD	Planning	Harper - 7/27/16

External Affairs

Page 6 of 10

Agenda Planning Pending List

**Routine
Reports**

Item Description	Department	Expected Agenda Date
BRT Construction Progress	Planning	5/22/2019
Legislative Report [Updates on state, federal, regional and local legislation]	External Affairs	5/22/2019
Semi-Annual Update on the Clipper2 (April/Oct)	Information Technology	5/22/2019
Quarterly Operations Performance Report (Feb/May/Aug/Nov)	Operations	5/22/2019
Board/Officer Travel & Meeting Expense Report (Feb/May/Aug/Nov)	District Secretary	5/22/2019
Employee & Non-Employee Out-of-State Travel Report (Feb/May/Aug/Nov)	Finance	5/22/2019
FinCorp Financial Statements (Feb/May/Dec)	Finance	5/22/2019
Notice of Scheduled Adoption of the Appropriations Limit (June)	Finance	6/12/2019
Annual CARB Update (Jun)	Operations	6/24/2019
AAC Minutes	Planning	6/26/2019
Report on Investments	Finance	6/26/2019
Retirement Board Minutes	Retirement	6/26/2019
Budget Update (Feb/April/June/Aug/Oct/Dec)	Finance	6/26/2019
Audit Engagement Letter (June)	Finance	6/26/2019
Adoption of Appropriations Limit (July)	Finance	7/10/2019
Litigation Report (Feb/May/Aug/Nov)	General Counsel	8/7/2019
Contracts/Purchasing Activity Report (Feb/May/Aug/Nov)	Finance	8/7/2019
Quarterly Update on District Involvement in External Planning Processes (Feb/May/Aug/Nov)	Planning	8/7/2019

Item Description	Department	Expected Agenda Date
Surplus & Obsolete Materials Report (Feb/May/Aug/Nov)	Finance	8/7/2019
Annual Ridership Report (Oct)	Planning	10/9/2019
Retirement Board Update (Apr/Nov)	Retirement	11/13/2019
Semi-Annual DBE/FTA Report (May/Nov)	Contracts Compliance	11/13/2019
Budget Calendar (Nov)	Finance	11/13/2019
Year-End Audited Financial Statements (Nov)	Finance	11/13/2019
Fincorp Year-End Audited Financial Statements (Dec)	Finance	12/11/2019
Report from the Parcel Tax Fiscal Oversight Committee (Dec)	Finance	12/11/2019
Annual Adoption of State/Federal Advocacy Programs (Jan)	External Affairs	1/22/2020
Annual Classification Specification Modifications in Prior Year (Feb)	Human Resources	2/12/2020
Annual State of the Bus Fleet Report	Operations	2/12/2020
Mid-Year Budget Review (Jan)	Finance	11/22/2020
Annual Update on Service and Operations in Special District 2 (Meeting in D2)	Planning	TBD

Agenda Planning Pending List

**Policy
Review
Schedule**

Policy	Policy No.	Responsible Department	Expected Agenda Date
Fare Policy	333	Finance	5/22/2019
Nepotism (Convert A/R to Board Policy)	AR 209A	Human Resources	5/22/2019
Debt Limitations	316	Finance	6/12/2019
Investment Policy	349	Finance	6/12/2019
Board of Directors Rules for Procedure	101	District Sec./Gen. Counsel	6/12/2019
Community Involvement Program	511	Ext. Affairs/Marketing & Communications	6/12/2019
Zero Tolerance for Workplace Violence	218	Compliance & Diversity/GC	7/10/2019
Notification of Meetings with Elected Officials	163	District Secretary	8/7/2019
Environmental Evaluations of Transit District Projects	525	General Counsel	8/7/2019
Standards for Operating Supplementary Service	546	Planning & Engineering	April-May
Bus Stop Policy	501	Planning & Engineering	Feb/Mar
Disadvantaged Business Enterprise Policy	460	Compliance & Diversity	Mar-June
Procurement Policy	465	Finance	Mar-June
Small and Small Local Business Enterprise Policy	466	Compliance & Diversity	Mar-June
Procurement Protest Procedures	468	Finance	Mar-June
Service Standards and Design Policy	545	Planning & Engineering	Start Process
Alcohol & Substance Abuse Policy	200	Human Resources	TBD
Equal Employment Opportunity/Affirmative Action	207	Compliance & Diversity	TBD

Policy	Policy No.	Responsible Department	Expected Agenda Date
Attendance	232	Human Resources	TBD