

Agenda Planning Pending List

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date |
|--|----------------------|------------------------|-------------------|
| Report on the cost of having free fares as well as free fares for low income riders. | 4/22/2020 | Finance | Ortiz - 12/11/19 |
| Report on what other transit agencies are doing to handle riders who do not use credit cards. | 4/22/2020 | Planning/Finance | Shaw - 10/9/19 |
| Discuss a range of options that could lead to a reduction in the District's OPEB liability for new unrepresented employees | 4/22/2020 | District Secretary | Shaw - 3/13/19 |
| Report on how to get a handle on the District's contribution to the pension plan. | 4/22/2020 | Finance | Harper - 3/13/19 |
| Funding of Other Post-Employment Benefits. | 4/22/2020 | Finance | Harper - 4/24/19 |
| Discuss a range of options that could lead to a reduction in the District's OPEB liability for new unrepresented employees | 4/22/2020 | Finance | Harper - 5/16/18 |
| Buying carbon "offsets" for AC Transit's air travel. | 5/13/2020 | District Secretary | Peeples - 9/25/19 |
| Discussion of the Board's travel budget. | 5/13/2020 | District Secretary | Shaw - 3/13/19 |
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Agenda Planning Pending List

Operations

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date |
|--|----------------------|-----------------------------|----------------------|
| Report on development of a Video and Electronic Surveillance Policy. | 4/22/2020 | General Counsel | Peebles - 2/26/20 |
| Post messages that instruct passengers on the bus to use the back door in Cantonese and Mandarin. | 4/22/2020 | Operations | Harper - 7/24/19 |
| 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. [Legal opinion - no staff report at this time] | 4/30/2020 | General Counsel | Harper - 7/25/18 |
| Report on the availability of grant funding for security/safety issues. | 5/13/2020 | Finance | Williams - 7/25/2018 |
| Report and policy decision regarding internet usage at the District and how to best balance internet restriction and productivity. | 7/8/2020 | Information Technology | Peebles - 10/9/19 |
| Development of a Board Policy to address the issue of hiring/procurement of independent contractors and consultants. | TBD | Finance/ General Counsel | Ortiz - 5/24/17 |
| 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. | TBD | Finance/ General Counsel | Ortiz - 12/13/17 |
| Report on a program in Las Vegas that allows violators to pay parking tickets with school supplies and the possibility of developing a similar program. | TBD | Operations | Williams - 7/24/19 |
| Report on how to better serve customers transitioning between Lines 51A/51B at Rockridge BART. | TBD | Operations | Peebles - 10/23/19 |
| Report on what it would take to eliminate fareboxes on new Transbay buses since the majority of Transbay riders use Clipper. | TBD | Operations | Shaw - 1/22/20 |

Agenda Planning Pending List

Planning

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date |
|--|----------------------|--|--------------------|
| Report on the performance of the rubber boarding islands along Telegraph Avenue and possibility of re-using the existing islands in different locations. | 4/22/2020 | Planning | Peebles - 11/13/19 |
| 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. | 4/29/2020 | District Secretary/ General Manager | Young |
| Staff's review and comment on the Metropolitan Transportation Commission's ridership report. | 5/13/2020 | Planning | Shaw - 2/12/20 |
| Report on the Dumbarton Forward Project. (Presentation by MTC) | 5/13/2020 | Planning | Shaw - 2/13/19 |
| Report on the timeline of installation of new bus shelters and replacement of the existing shelters. | 5/27/2020 | Planning/ Operations | Shaw - 11/13/2019 |
| 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 Peebles 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. | 5/27/2020 | Ext. Affairs/Marketing/ Communications | Peebles - 5/28/08 |
| 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.] | 6/10/2020 | Planning | Peebles - 11/11/15 |
| 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 5/27/20 BART ILC meeting, per staff) | TBD | TBD | Peebles - 11/11/15 |

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| staff's review and comment on the Metropolitan Transportation Commission's ridership report. | TBD | Planning | Shaw - 6/26/19 |

Agenda Planning Pending List

External
Affairs

| Item Description | Expected Agenda Date | Responsible Department | Requested by/Date |
|---|-------------------------|--|----------------------|
| Report on the District's collaboration with other jurisdictions on the matter of parking enforcement in bus lanes and the status of the District's readiness for the re-introduction of SB 1051 - parking photo enforcement. | 3/25/2020 | External Affairs/ Operations | Peeples - 10/9/19 |
| Poll on the viability of a revenue measure on the 2020 ballot. | 5/27/2020 | External Affairs/Marketing/ Communications | Young - 7/10/19 |
| 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 |
| 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 | TBD | Peeples - 12/9/15 |
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Agenda Planning Pending List

| Item Description | Department | Expected Agenda Date |
|---|------------------------|----------------------|
| Legislative Report [Updates on state, federal, regional and local legislation] | External Affairs | 4/22/2020 |
| Retirement Board Minutes | Retirement | 4/22/2020 |
| Report on Investments | Finance | 4/22/2020 |
| BRT Construction Progress & Operational Readiness Report | Planning | 4/22/2020 |
| Retirement Board Update (Apr/Nov) | Retirement | 4/22/2020 |
| Budget Update (Feb/April/June/Aug/Oct/Dec) | Finance | 4/22/2020 |
| Quarterly Update on Strategic Plan Progress (Feb/May/Aug/Nov) | Planning | 5/13/2020 |
| Annual Classification Specification Modifications in Prior Year (Feb) | Human Resources | 5/13/2020 |
| Semi-Annual Update on the Clipper2 (April/Oct) | Information Technology | 5/13/2020 |
| Litigation Report (Feb/May/Aug/Nov) | General Counsel | 5/13/2020 |
| Quarterly Operations Performance Report (Feb/May/Aug/Nov) | Operations | 5/13/2020 |
| Quarterly Update on District Involment in External Planning Processes (Feb/May/Aug/Nov) | Planning | 5/13/2020 |
| Board/Officer Travel & Meeting Expense Report (Feb/May/Aug/Nov) | District Secretary | 5/13/2020 |
| Semi-Annual DBE/FTA Report (May/Nov) | Contracts Compliance | 5/13/2020 |
| AAC Minutes | Planning | 5/27/2020 |
| Surplus & Obsolete Materials Report (Feb/May/Aug/Nov) | Finance | 5/27/2020 |

| Item Description | Department | Expected Agenda Date |
|---|------------------|----------------------|
| Status of Active Contracts and Spending Amounts Over \$250,000 Report (Feb/May/Aug/Nov) | Finance | 5/27/2020 |
| Employee & Non-Employee Out-of-State Travel Report (Feb/May/Aug/Nov) | Finance | 5/27/2020 |
| FinCorp Financial Statements (Feb/May/Dec) | Finance | 5/27/2020 |
| Annual CARB Update (Jun) | Operations | 6/10/2020 |
| Audit Engagement Letter (June) | Finance | 6/24/2020 |
| Notice of Scheduled Adoption of the Appropriations Limit (June) | Finance | 7/8/2020 |
| Annual Update on Service and Operations in Special District 2 (Meeting in D2) | Planning | 7/8/2020 |
| Adoption of Appropriations Limit (July) | Finance | 8/12/2020 |
| Annual Ridership Report (Oct) | Planning | 10/14/2020 |
| Budget Calendar (Nov) | Finance | 11/12/2020 |
| Year-End Audited Financial Statements (Nov) | Finance | 11/12/2020 |
| Fincorp Year-End Audited Financial Statements (Dec) | Finance | 12/9/2020 |
| Report from the Parcel Tax Fiscal Oversight Committee (Dec) | Finance | 12/9/2020 |
| Annual Adoption of State/Federal Advocacy Programs (Jan) | External Affairs | 1/27/2021 |
| Annual State of the Bus Fleet Report | Operations | 2/10/2021 |
| Mid-Year Budget Review (Jan) | Finance | 2/24/2021 |

Agenda Planning Pending List

**Policy
Review
Schedule**

| Policy | Policy No. | Responsible Department | Expected Agenda Date |
|---|------------|---|----------------------|
| Service Adjustments | 544 | Planning & Engineering | 3/25/2020 |
| Elections: Campaign and Political Activities | 145 | General Counsel | 3/25/2020 |
| Actuarial Valuations for Retirement Fund Policy | 360 | Finance | 4/22/2020 |
| Reserve Policies | 322 | Finance | 4/22/2020 |
| Revenue and Grants | 324 | Finance | 4/22/2020 |
| Background Investigations | 202 | General Counsel/ Human Resources | 4/22/2020 |
| Travel, Meeting and Miscellaneous Expense Reimbursements for Directors and Board Officers | 155 | District Secretary | 5/13/2020 |
| Smoke Free Environment | 216 | General Counsel/ Human Resources | 6/10/2020 |
| Board Officers: Employment Agreements, Performance Evaluations, and Leave Notification | 160 | District Secretary | 6/24/2020 |
| Zero Tolerance for Workplace Violence | 218 | Compliance & Diversity/GC | 6/24/2020 |
| Customer Contact Policy | 421 | Ext. Affairs/Marketing & Communications | 7/8/2020 |
| Use of District Resources | 217 | General Counsel | 7/8/2020 |
| Bus Rapid Transit - Construction Careers Policy | 410 | General Counsel | 7/8/2020 |
| Capital Plan & Projects Policy | 314 | Finance | 7/22/2020 |
| Disposition of Lost and Unclaimed Property | 422 | Ext. Affairs/Marketing & Communications | 8/5/2020 |
| Advertising on District Property | 451 | Ext. Affairs/Marketing & Communications | 9/9/2020 |
| Budgets | 311 | Finance | 9/23/2020 |
| Conflicts of Interests and Standards for Ethical Conduct | 702 | District Secretary | 10/14/2020 |
| Encouraging the Promotion of Public Transit in Land Use Developments within AC Transit's Service Area | 522 | Planning & Engineering | 10/28/2020 |

| Policy | Policy No. | Responsible Department | Expected Agenda Date |
|---|------------|------------------------|----------------------|
| Fixed Asset Procedures | 462 | Finance | 10/28/2020 |
| Notification of Meetings with Elected Officials | 163 | District Secretary | TBD |
| Alcohol & Substance Abuse Policy | 200 | Compliance & Diversity | TBD |
| Equal Employment Opportunity/Affirmative Action | 207 | Compliance & Diversity | TBD |
| Investment Policy | 349 | Finance | TBD |
| Attorneys - Outside Employment | 294 | General Counsel | TBD |
| Claims and Lawsuits: Settlement Authorizations | 605 | General Counsel | TBD |
| Claims and Lawsuits: Small Claims Representatives | 606 | General Counsel | TBD |
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