

Agenda Planning Pending List

Finance

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Buying carbon "offsets" for AC Transit's air travel.	7/22/2020	District Secretary	Peeples - 9/25/19
Discussion of the Board's travel budget.	7/22/2020	District Secretary	Shaw - 3/13/19
Report on how to get a handle on the District's contribution to the pension plan.	8/5/2020	Finance	Harper - 3/13/19
Funding of Other Post-Employment Benefits.	8/5/2020	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	8/5/2020	Finance	Harper - 5/16/18
Report on what other transit agencies are doing to handle riders who do not use credit cards.	10/14/2020	Planning/Finance	Shaw - 10/9/19
6/26/2020 12:13			

Agenda Planning Pending List

Operations

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report and policy decision regarding internet usage at the District and how to best balance internet restriction and productivity.	7/22/2020	Information Technology	Peeples - 10/9/19
Report on the state of Paratransit Service.	7/22/2020	Planning	Shaw - 6/10/20
Development of a Board Policy to address the issue of hiring/procurement of independent contractors and consultants.	7/22/2020	Finance/ General Counsel	Ortiz - 5/24/17
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.	TBD	General Counsel	Harper - 7/25/18
Report on current ridership amid the health threat that would include a projection of future ridership.	TBD	Planning	Harper - 3/11/20
Report on how to better serve customers transitioning between Lines 51A/51B at Rockridge BART.	TBD	Operations	Peeples - 10/23/19
Report on the suggestion offered by David Vartanoff to publish information on the website about missed trips by division.	TBD	Operations	Peeples - 2/12/20
Report addressing the District's policy on bringing scooters onto busses.	TBD	Planning/ Operations	Shaw - 3/11/20

Agenda Planning Pending List

Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
<p>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.</p>	9/9/2020	Ext. Affairs/Marketing/ Communications	Peeples - 5/28/08
<p>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.</p>	9/30/2020	District Secretary/ General Manager	Young
<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. [Combine with BRT fare collection.]</p>	TBD	Planning	Peeples - 11/11/15
<p>Report on the timeline of installation of new bus shelters and replacement of the existing shelters.</p>	TBD	Planning/ Operations	Shaw - 11/13/2019
<p>Report on the City of Fremont's Draft Mobility Action Plan and impacts on AC Transit's service. Staff is requested to review the draft plan and attend upcoming meeting(s) with the Fremont Unified School District to provide input as required concerning school growth and impacts on service needs.</p>	TBD	Planning	Shaw - 1/23/19
<p>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)</p>	TBD	TBD	Peeples - 11/11/15

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Request that the Planning Department revisit their prior recommendations for service changes on Line 72/72M and provide report to the Board.	TBD	Planning	Harper - 2/12/20

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Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
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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Item Description	Department	Expected Agenda Date
BRT Construction Progress & Operational Readiness Report	Planning	7/22/2020
Legislative Report [Updates on state, federal, regional and local legislation]	External Affairs	7/22/2020
Report on Investments	Finance	7/22/2020
AAC Minutes	Planning	7/22/2020
Adoption of Appropriations Limit (July)	Finance	7/22/2020
Retirement Board Minutes	Retirement	8/5/2020
Budget Update (Feb/April/June/Aug/Oct/Dec)	Finance	8/5/2020
Board/Officer Travel & Meeting Expense Report (Feb/May/Aug/Nov)	District Secretary	8/5/2020
Quarterly Operations Performance Report (Feb/May/Aug/Nov)	Operations	8/5/2020
Surplus & Obsolete Materials Report (Feb/May/Aug/Nov)	Finance	8/5/2020
Status of Active Contracts and Spending Amounts Over \$250,000 Report (Feb/May/Aug/Nov)	Finance	8/5/2020
Employee & Non-Employee Out-of-State Travel Report (Feb/May/Aug/Nov)	Finance	8/5/2020
Quarterly Update on Strategic Plan Progress (Feb/May/Aug/Nov)	Planning	8/5/2020
Litigation Report (Feb/May/Aug/Nov)	General Counsel	8/5/2020
Quarterly Update on District Involment in External Planning Processes (Feb/May/Aug/Nov)	Planning	8/5/2020
Semi-Annual Update on the Clipper2 (April/Oct)	Information Technology	10/14/2020

Item Description	Department	Expected Agenda Date
Annual Ridership Report (Oct)	Planning	10/14/2020
Semi-Annual DBE/FTA Report (May/Nov)	Contracts Compliance	11/12/2020
Retirement Board Update (Apr/Nov)	Retirement	11/12/2020
Budget Calendar (Nov)	Finance	11/12/2020
Year-End Audited Financial Statements (Nov)	Finance	11/12/2020
FinCorp Financial Statements (Feb/May/Dec)	Finance	12/9/2020
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 Classification Specification Modifications in Prior Year (Feb)	Human Resources	2/10/2021
Annual State of the Bus Fleet Report	Operations	2/10/2021
Mid-Year Budget Review (Jan)	Finance	2/24/2021
Annual CARB Update (Jun)	Operations	6/9/2021
Audit Engagement Letter (June)	Finance	6/23/2021
Notice of Scheduled Adoption of the Appropriations Limit (June)	Finance	7/14/2021
Annual Update on Service and Operations in Special District 2 (Meeting in D2)	Planning	TBD

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**Policy
Review
Schedule**

Policy	Policy No.	Responsible Department	Expected Agenda Date
Travel, Meeting and Miscellaneous Expense Reimbursements for Directors and Board Officers	155	District Secretary	7/22/2020
Capital Plan & Projects Policy	314	Finance	7/22/2020
Service Adjustments	544	Planning & Engineering	8/5/2020
Board Officers: Employment Agreements, Performance Evaluations, and Leave Notification	160	District Secretary	8/5/2020
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
Customer Contact Policy	421	Ext. Affairs/Marketing & Communications	9/23/2020
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
Fixed Asset Procedures	462	Finance	10/28/2020
Use of District Resources	217	General Counsel	TBD
Bus Rapid Transit - Construction Careers Policy	410	General Counsel	TBD
Zero Tolerance for Workplace Violence	218	Compliance & Diversity/GC	TBD
Background Investigations	202	General Counsel/ Human Resources	TBD
Smoke Free Environment	216	General Counsel/ Human Resources	TBD
Notification of Meetings with Elected Officials	163	District Secretary	TBD
Alcohol & Substance Abuse Policy	200	Compliance & Diversity	TBD

Policy	Policy No.	Responsible Department	Expected Agenda Date
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