

Agenda Planning Pending List

Finance

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Report on integrated fares in the Bay Area and its implications on AC Transit.	2/24/2021	Planning/ Finance	Walsh - 12/9/2020
Report on what other transit agencies are doing to handle riders who do not use credit cards.	TBD	Planning/ Finance	Shaw - 10/9/19
Report on how to get a handle on the District's contribution to the pension plan.	TBD	Finance	Harper - 3/13/19
Funding of Other Post-Employment Benefits.	TBD	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	TBD	Finance	Harper - 5/16/18
Buying carbon "offsets" for AC Transit's air travel [Pending further research).	TBD	District Secretary	Peeples - 9/25/19
1/5/2021 15:28			

Agenda Planning Pending List

Operations

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Update of the Restroom Access Project and report on the options and solutions being recommended by the Operator Restroom Taskforce.	1/27/2021	Operations	Shaw - 12/9/2020
Report on maintenance expenses saved by decommissioned buses (will be discussed in the report regarding the state of the bus fleet).	2/10/2021	Operations	Shaw - 12/9/2020
Report on the development of procedures on what operators should/shouldn't do when dealing with unmasked passengers. Procedures to be informed by information gathered from operators.	2/10/2021	Operations	Harper - 7/8/20
Director Peebles requested a report on the security of the District's data on the Microsoft Office 365 cloud application in view of a recently filed law suit.	2/24/2021	Information Technology	Peebles - 7/22/20
Director Harper requested a follow-up report on the specific goals, objectives and progress associated with the IT Strategic Plan.	TBD	Information Technology	Harper - 10/28/20
Report on current ridership amid the health threat that would include a projection of future ridership.	TBD	Planning	Harper - 3/11/20
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 how to better serve customers transitioning between Lines 51A/51B at Rockridge BART.	TBD	Operations	Peebles - 10/23/19
Report on the suggestion offered by David Vartanoff to publish information on the website about missed trips by division.	TBD	Operations	Peebles - 2/12/20

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Policy on virtual Board meetings.	TBD	District Secretary	Walsh - 12/9/2020

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Planning

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
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.	3/31/2021	District Secretary/ General Manager	Young
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	Ext. Affairs/Marketing/ Communications	Peeples - 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.]	TBD	Planning	Peeples - 11/11/15
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
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	Peeples - 11/11/15

Agenda Planning Pending List

External
Affairs

Item Description	Expected Agenda Date	Responsible Department	Requested by/Date
Resolution recognizing Mary Nichols' service on the California Air Resources Board.	1/27/2021	External Affairs Marketing & Communications	Peeples - 11/12/2020
Report on working conditions at New Flyer's Anniston plant.	1/27/2021	General Counsel	Peeples - 10/14/2020
Request to consider approving a letter to New Flyer encouraging them to work with the Alabama Coalition to negotiate and sign an enforceable, national Community Benefits Agreement. Director Shaw requested that the staff report include more information about the topic.	1/27/2021	General Counsel	Williams - 7/22/20
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]	7/14/2021	Safety	Peeples - 12/9/15
Continued discussion of the Communication Plan specific to major service disruptions as of result of sudden unexpected deviation closures.	TBD	External Affairs Marketing & Communications	Shaw - 09/20/2020
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 legal limitations on the District's ability to levy fees and taxes.	TBD	General Counsel/External Affairs Marketing & Communications	Peeples - 12/9/2020

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Item Description	Department	Expected Agenda Date
Legislative Report [Updates on state, federal, regional and local legislation]	External Affairs	1/27/2021
Report on Investments	Finance	1/27/2021
AAC Minutes	Planning	2/10/2021
Retirement Board Minutes	Retirement	2/10/2021
Quarterly Operations Performance Report (Feb/May/Aug/Nov)	Operations	2/10/2021
Litigation Report (Feb/May/Aug/Nov)	General Counsel	2/10/2021
Annual Classification Specification Modifications in Prior Year (Feb)	Human Resources	2/10/2021
Annual State of the Bus Fleet Report	Operations	2/10/2021
Quarterly Update on District Involment in External Planning Processes (Feb/May/Aug/Nov)	Planning	2/24/2021
Budget Update (Feb/April/June/Aug/Oct/Dec)	Finance	2/24/2021
Board/Officer Travel & Meeting Expense Report (Feb/May/Aug/Nov)	District Secretary	2/24/2021
Surplus & Obsolete Materials Report (Feb/May/Aug/Nov)	Finance	2/24/2021
Status of Active Contracts and Spending Amounts Over \$250,000 Report (Feb/May/Aug/Nov)	Finance	2/24/2021
Employee & Non-Employee Out-of-State Travel Report (Feb/May/Aug/Nov)	Finance	2/24/2021
FinCorp Financial Statements (Feb/May/Dec)	Finance	2/24/2021
Mid-Year Budget Review (Jan)	Finance	2/24/2021

Item Description	Department	Expected Agenda Date
Bi-annual Update on Strategic Plan Progress (Mar/Sept)	Planning	3/24/2021
Retirement Board Update (Apr/Nov)	Retirement	4/14/2021
Semi-Annual Update on the Clipper2 (April/Oct)	Information Technology	4/14/2021
Semi-Annual DBE/FTA Report (May/Nov)	Contracts Compliance	5/26/2021
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
Adoption of Appropriations Limit (July)	Finance	7/28/2021
Annual Ridership Report (Oct)	Planning	10/13/2021
Annual Adoption of State/Federal Advocacy Programs (Jan)	External Affairs	10/27/2021
Budget Calendar (Nov)	Finance	11/10/2021
Year-End Audited Financial Statements (Nov)	Finance	11/10/2021
Fincorp Year-End Audited Financial Statements (Dec)	Finance	12/8/2021
Report from the Parcel Tax Fiscal Oversight Committee (Dec)	Finance	12/8/2021
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
Background Investigations	202	General Counsel/ Human Resources	1/13/2021
District Operated Park and Ride Lot Pricing and Cost Recovery Policy	432	Finance	1/13/2021
Conflicts of Interests and Standards for Ethical Conduct	702	District Secretary	1/13/2021
Encouraging the Promotion of Public Transit in Land Use Developments within AC Transit's Service Area	522	Planning & Engineering	3/10/2021
Tuituin Assistance	223	Human Resources	3/10/2021
Prohibition on Loans	225	Human Resources	3/10/2021
Alcohol & Substance Abuse Policy	200	Civil Rights & Compliance	3/24/2021
Zero Tolerance for Workplace Violence	218	Human Resources	3/24/2021
Conflicts of Interest Code for the Alameda-Contra Costa Transit District (FPPC in the process of reviewing code amendment)	701	District Secretary	4/28/2021
Bus Rapid Transit - Construction Careers Policy	410	General Counsel/Contracts Compliance	5/12/2021
Equal Employment Opportunity/Affirmative Action	207	Civil Rights & Compliance	5/26/2021
Meeting Expense Reimbursement for Accessibility Advisory Committee Memnbers	177	District Secretary	6/9/2021
Prohibiting All Forms of Unlawful Employment Discrimination including Sexual and other forms of Harassment	213	Compliance & Diversity/GC	6/9/2021
Alternative Work and Flexible Schedules	231	Human Resources	7/28/2021
Disability and Leave of Absence Policy	236	Human Resources	8/11/2021

Policy	Policy No.	Responsible Department	Expected Agenda Date
Disadvantaged Business Enterprise (DBE) Policy	460	Civil Rights & Compliance	9/8/2021
Small and Small Local Business Enterprise Policy	466	Civil Rights & Compliance	9/8/2021
Payment of Expenditures; Signature Authorizations	352	Finance	9/22/2021
Personnel Policies for Unrepresented District Employees	296	Legal/Human Resources	9/22/2021
Service Standards and Design Policy	545	Planning & Engineering	10/13/2021
Board Policy 349 Investment Policy	349	Finance	10/22/2021
Candidates Statement of Qualifications Cost	140	District Secretary	10/27/2021
Notification of Meetings with Elected Officials (Merge w/ BP 101 and Repeal 163 during next review of BP 101)	163	District Secretary	TBD