

# ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



## MINUTES

Friday, June 26, 2020

1:00 PM

VIRTUAL MEETING

### East Bay Bus Rapid Transit Policy Steering Committee

*AC Transit: Vice President Elsa Ortiz, Director Greg Harper,  
Director Joel Young*

*City of Oakland: Council President Rebecca Kaplan, Council Member Noel Gallo*

*City of San Leandro: Mayor Pauline Cutter, Council Member Corina Lopez*

*Alameda County: Supervisor Nate Miley*

*Metropolitan Transportation Commission/Caltrans: Tony Tavarez*

**1. CALL TO ORDER**

The East Bay Bus Rapid Transit Policy Steering Committee met on Friday, June 26, 2020. The meeting was called to order at 1:04 p.m. with Committee Chair Ortiz presiding. AC Transit Board Director H. E. Christian Peeples was present as the alternate for Director Joel Young.

**2. ROLL CALL**

**Present** Chair Elsa Ortiz, Director Greg Harper, Council President Rebecca Kaplan, Councilmember Corina Lopez, Councilmember Noel Gallo, Director H. E. Christian Peeples

**Absent** Mayor Pauline Cutter, Committee Member Tony Tavares, Supervisor Nate Miley

**3. PUBLIC COMMENT (For items not on the agenda. Three minutes per speaker.)**

There were no public comments offered.

**4. CHAIR'S REPORT**

Committee Chair Ortiz reported on the substantial completion of major construction and the start of final project milestones, and the planned launch of the new BRT service on August 9th, 2020. Committee Chair Ortiz further added that while AC Transit intends to resume fare collection on August 9th, the commitment to open BRT service with no fares for the first 90-days remains in place. Recognition was given to Caltrans, the Cities of Oakland and San Leandro, the Utility partners and the funding partners without whom the project could not have achieved success.

**5. REGULAR UPDATES**

**5.A. BRT Project Updates:**

[20-138](#)

- 1) COVID-19 Shelter-In-Place Impacts
- 2) Civil Unrest Impacts
- 3) Construction Readiness - Substantial Completion
- 4) Operational Readiness for Passenger Service
- 5) Branding and Sponsorship & Naming Rights
- 6) Community Outreach for Passenger Service & On-Going Construction Outreach
- 7) Contract Compliance Update
- 8) Update on the Development of the BRT Platform Camera Use Policy

Director of BRT David Wilkins gave an overview of COVID-19 shelter-in-place impacts on the project, damages resulting from recent protests, final construction activities, and related budgetary status. He further advised that the opening of the service was scheduled for August 9th, 2020.

Committee Chair Ortiz asked what the impact would be if the Federal Transit Administration (FTA) delayed the opening of the service. General Manager Michael

Hursh advised that progress with the FTA has been positive and testing has been going well. Approval from Washington, D.C, was expected around August 1st. He added the Cities of San Leandro and Oakland as well as Caltrans would need to sign-off on the project. The FTA asked that any official ribbon-cutting be delayed a few weeks after the service opening.

**Branding and Sponsorship & Naming Rights**

Marketing Manager Nichele Laynes gave the branding and marketing update, including upcoming launch activities related to informing the public about the service.

Councilmember Lopez asked AC Transit staff to work with City Staff to coordinate the service launch to the community.

Councilmember Gallo commented on the maintenance of the bus facilities and who is responsible for daily maintenance of the stations. Mr. Wilkins advised that before the service launch, the contractor is responsible; however, after the service commences, the AC Transit Operations and Maintenance Team and City of Oakland will have a shared responsibility for maintaining the platforms and the areas around it. Councilmember Gallo asked if the maintenance workers will be contract workers or in-house. Mr. Hursh advised that they would be in-house workers.

Councilmember Gallo asked who the responsible party was for public safety, among other things, and requested in writing who is responsible for what. Mr. Hursh advised that there were already Memorandums of Understanding (MOU) that have been executed and can be shared with the cities.

Councilmember Lopez requested a written memo to the cities outlining the various partner agencies' responsibilities and an official document from the District for historical reference.

Director Peebles commented that there were lengthy MOUs that were executed years ago that layout the responsibilities. He added that AC Transit was in the process of drafting a policy concerning camera use and privacy, which is an ongoing effort. He said that it would be useful to have someone from the City of San Leandro participate in these discussions. Councilmember Lopez advised that Director of Engineering Keith Cook would be the contact staff person for the City of San Leandro.

Council President Kaplan commented that the BRT stops need to be maintained, and all issues need to be addressed before any complaints are logged. Kaplan further stressed that graffiti and trash along the corridor in East Oakland were an eyesore. Mr. Hursh advised that AC Transit is holding the contractor to their responsibility for maintaining the facilities and that the District is preparing to take over the maintenance under its obligation.

Councilmember Kaplan asked what the thoughts were on making the service free indefinitely, noting that a priority to do this was added to the county-wide transportation plan. Mr. Hursh advised that the District was not in a financial position to offer free fares at this time without someone else stepping up to fund it.

Councilmember Gallo commented about unsheltered individuals sleeping in bus stops and on benches and asked who would be responsible for moving them. Mr. Hursh advised that a field supervisor would be dispatched to address the issue and would be the first line of response.

Councilmember Lopez requested information on how unsheltered individuals are approached on the bus and how AC Transit goes about dealing with this issue in general. Mr. Hursh advised that field supervisors respond to issues and agreed to share with San Leandro staff how AC Transit responds to these situations.

Chair Ortiz asked about social distancing on buses and seating capacity. General Manager Michael Hursh advised that AC Transits practices social distancing on buses. He further added that the BRT buses would be limited to approximately 18 passengers per bus, but hoped the frequency of the service would relieve some of the pass-ups.

Council President Kaplan noted that bus riders seem to be complying with the requirement to wear a mask while on board.

#### **Community Outreach for Passenger Service & On-Going Construction Outreach**

Community Outreach Manager Steven Jones gave an update on community outreach activities.

Councilmember Gallo thanked Mr. Jones and the staff for their efforts to stay in constant communication with the neighborhood at all times and in many languages throughout the project's progress. Mr. Hursh advised of the focus on community relations with the station ambassadors to continue building relationships into the future.

#### **Contract Compliance Update**

Contracts Compliance Administrator Phillip Halley gave an update on contract compliance and workforce and disadvantaged business enterprise activities.

Director Harper suggested that the District provide certificates for working on the project or possibly offer some career support after their assignment is over, such as providing information about other projects. Mr. Halley advised that the staff was already planning to keep in touch with contractors to encourage them to employ local residents on their future projects.

#### **Update on the Development of the BRT Platform Camera Use Policy**

General Counsel Jill Sprague gave an update on the BRT Camera Use Policy.

Councilmember Lopez asked if AC Transit could bring the camera policy back to the Committee and whether the agency would use an outside vendor. Ms. Sprague advised that staff is drafting a policy that will be vetted by external stakeholders, such as the City of Oakland, San Leandro, and privacy advocates and first amendment rights groups. The policy will be presented for adoption to the AC Transit Board of Directors in August. The data will be processed inhouse through the Operations Controls Center.

Councilmember Gallo suggested that staff consult with BART on the issue of camera management. Councilmember Gallo also asked where the data will be gathered and stored and was assured by staff that data would be managed in house.

Director Harper commented that he thinks we need to make a statement on how we can assist in contact tracing.

The report was provide for information only.

**6. SELECTION OF DATE & TIME OF NEXT REGULAR MEETING**

The next meeting will be planned for February of 2021. Ne specific date was selected.

**7. FUTURE AGENDA ITEMS/REVIEW LIST OF PENDING ITEMS**

There were no new agenda items.

**8. ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 2:36 p.m.

Respectfully submitted,

/s/

Linda A. Nemeroff  
District Secretary