

**ALAMEDA-CONTRA COSTA TRANSIT DISTRICT
RESOLUTION NO. 25-023**

**A RESOLUTION AUTHORIZING THE DISTRICT SECRETARY TO DESTROY ADMINISTRATIVE
RECORDS RELATED TO THE RECRUITMENT OF BOARD OFFICERS PRIOR TO 2024**

WHEREAS, Public Utilities Code Section 25772 provides that whenever the Board of Directors (Board) by resolution determines that any record, map, book, or paper in the possession of the District or any officer or employee thereof is of no further value to the District, the Board may authorize its sale, destruction, or other disposition; and

WHEREAS, the District Secretary's Office has a need to eliminate certain records that are no longer of value to the District and requests the approval of the Board to destroy said records; and

WHEREAS, said request is in accordance with the procedures and requirements set forth in Board Policy 651 as well as applicable state and federal statutes and regulations; and

WHEREAS, the General Counsel's Office has reviewed and approved the request for the destruction of the records designated herein.

NOW THEREFORE, the Board of Directors of the Alameda-Contra Costa Transit District does resolve as follows:

Section 1. Determines that administrative records related to the recruitment of Board Officers prior to 2024 are no longer of value to the District and authorizes the District Secretary to destroy said records.

Section 2. This request excludes records entered into the closed session record for the recruitments.

Section 3. This resolution shall become effective upon its passage by four (4) affirmative votes of the Board of Directors.

PASSED AND ADOPTED this 25th day of June, 2025.

Diane Shaw
President

Attest:

Linda A. Nemeroff
Board Administrative Officer/District Secretary

I, Linda A. Nemeroff, District Secretary for the Alameda-Contra Costa Transit District, do hereby certify that the foregoing Resolution was passed and adopted at a regular meeting of the Board of Directors held on the 25th day of June, 2025, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda A. Nemeroff
Board Administrative Officer/District Secretary

Approved as to Form and Content:

Aimee L. Steele
General Counsel/Chief Legal Officer