

**ALAMEDA-CONTRA COSTA TRANSIT DISTRICT
RESOLUTION NO. 26-009**

**A RESOLUTION APPROVING THE REVISED CLASSIFICATION SPECIFICATION OF BOARD
ADMINISTRATIVE OFFICER/DISTRICT SECRETARY**

WHEREAS, Public Utilities Code Section 24886 authorizes the Board of Directors of the Alameda-Contra Costa Transit District to determine and create such number and character of positions in the District as are necessary to carry on the functions of the District; as well as to establish the appropriate salary, salary range or wage for each classification created by the District; and

WHEREAS, the Board of Directors has reviewed the recommendation to adopt a revised classification specification of Board Administrative Officer/District Secretary.

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

Section 1. Adopts the revised classification specification Board Administrative Officer/District Secretary, in Exhibit A of this Resolution.

Section 2. This resolution shall become effective immediately upon its passage by four affirmative votes of the Board of Directors.

PASSED AND ADOPTED this 25th day of March 2026.

Diane Shaw, President

Attest:

Linda A. Nemeroff
Board Administrative Officer/District Secretary

I, Linda A. Nemeroff, Board Administrative Officer/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 March 2026, 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