

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 8/7/2019

Staff Report No. 19-260

TO: AC Transit Board of Directors
FROM: Linda A. Nemeroff, District Secretary
SUBJECT: Travel and Meeting Expenses for Directors and Board Officers

BRIEFING ITEM

RECOMMENDED ACTION(S):

Consider receiving the FY 2018-19 Fourth Quarter Travel and Meeting Expense Report for Directors and Board Officers.

BUDGETARY/FISCAL IMPACT:

For FY 2018-19, each Director was allotted \$7,200 for travel and meeting expenses related to District business, with the Board President receiving an extra \$2,000 during each half of the fiscal year. In addition, all budgets reflect the Board's action of January 23, 2019 reinstating 10% of the reduction imposed with the adoption of the FY 2018-19 budget. Total expenses for the Fourth Quarter of FY 2018-19 amounted to \$11,011.73. Total expenses for FY 2018-19 are \$34,408.76.

With regard to Board Officers, each Officer has an annual budget for travel and meeting expense reimbursements which was approved by the Board of Directors with the adoption of the District's budget. Board Officers' expenses totaled \$1,747.08 for the Fourth Quarter of FY 2018-19.

BACKGROUND/RATIONALE:

Board Policy No. 155 - Travel, Meeting and Miscellaneous Expense Reimbursements for Directors and Board Officers, provides that the Board of Directors receive an itemized quarterly summary of all travel, meeting and miscellaneous expenses reimbursed under the policy. A summary of expenses for each Director and Board Officer is provided in Attachment 1. In addition, the year-to-date expense total for each Director is provided in Attachment 2.

ADVANTAGES/DISADVANTAGES:

This report is provided to the Board in the interest of transparency with regard to travel and miscellaneous expenses incurred by the Board and Board Officers.

ALTERNATIVES ANALYSIS:

This report is provided for information only.

PRIOR RELEVANT BOARD ACTION/POLICIES:

Board Policy 155: Travel, Meeting and Miscellaneous Expense Reimbursements for Directors and Board Officers.

ATTACHMENTS:

1. FY 2018-19 Fourth Quarter Directors and Officers Travel/Meeting Expense Report
2. Board Annual Expense Summary

Approved by:

Linda A. Nemeroff, District Secretary

Reviewed by:

Linda A. Nemeroff, District Secretary

Prepared by:

Doreen Mathews, Administrative Specialist