

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 11/12/2020

Staff Report No. 20-427

TO: AC Transit Board of Directors

FROM: Michael A. Hursh, General Manager

SUBJECT: FY 2020-21 First Quarter Employee and Non-Employee Out-of-State Travel

BRIEFING ITEM

RECOMMENDED ACTION(S):

Consider receiving the FY 2020-21 First Quarter Employee and Non-Employee Out-of-State Travel Report.

STRATEGIC IMPORTANCE:

Goal - Financial Stability and Resiliency

Initiative - Financial Efficiency and Revenue Maximization

This report provides the Board with a detailed accounting of all employee out-of-state travel taken place during the first quarter FY 2020-21.

BUDGETARY/FISCAL IMPACT:

Budgeted travel activity is included as part of the FY 2020-21 Operating Budget.

BACKGROUND/RATIONALE:

There are no employee and non-employee travel expenses to report for first quarter FY 2020-21.

ADVANTAGES/DISADVANTAGES:

There are no notable advantages or disadvantages.

ALTERNATIVES ANALYSIS:

This report does not recommend an action.

PRIOR RELEVANT BOARD ACTION/POLICIES:

Staff Report 20-300 FY 2019-20 Fourth Quarter Employee and Non-Employee Out-of-State Travel.

ATTACHMENTS:

None

Prepared by:

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Approved/Reviewed by:

Claudia L. Allen, Chief Financial Officer

Sue Lee, Director of Revenue Management