



# ALAMEDA-CONTRA COSTA TRANSIT DISTRICT

## Master Minute Order

**Report ID:** 24-173 **Status:** Approved with modifications

**Type:** Consent

**Meeting Body:** Board of Directors - Regular Meeting 03/27/2024 **Final Action:** 03/27/2024

**Sponsors:**

**Attachments:** STAFF REPORT, Att.1. Agenda Planning Request - VP Shaw (Travel Policy), RED FOLDER: SR 24-173 - BP 155 Supplemental Information, RED FOLDER: Walsh Proposed Amendment to Board Policy 155 - Travel Reports

**Related Files:**

**Agenda Title:**

Consider approving amendments to Board Policy 155 - Travel, Meeting and Miscellaneous Expense Reimbursements for Directors and Board Officers, including an increase to the travel allotment for each individual Board member as well as the additional funds allotted to the Board President.  
[Requested by Vice President Shaw - 3/13/24]

Staff Contact:  
Linda A. Nemeroff, Board Administrative Officer/District Secretary

**Legislative Action & Summary**

Acting Body:	Date:	Action:	Result:
Board of Directors - Regular Meeting	03/27/2024	Approved with modifications	Pass

**Action Text:**

PEEPLES/SHAW to increase the Board President’s travel budget to \$3,000 every six months. The motion carried by the following vote:

- Ayes: 4      President YOUNG, Vice President SHAW, Director McCALLEY, Director PEEPLES
- Nays: 3      Director BECKLES, Director WALSH, Director SYED

**Notes:**

[Written comment and additional information, including an amendment to the policy proposed by Director Walsh concerning travel reports were provided to the Board prior to the meeting and are incorporated into the file by reference.]

The item was pulled off the Consent Calendar by Director Walsh for discussion.

**Public Comment:**

**Damien Park**, Alameda County Transportation Commission Independent Watchdog Committee, recommended the Board consider the increase for hotel rates rather than the 2007-present Consumer Price Index as a measure for determining how much to increase Board Member Travel allowances. Park requested the Board make better use of its travel funds and recommended the Board adopt an 80% subsidy for travel.

Director Walsh offered an amendment that would eliminate mileage reimbursement to Board meetings. Director Syed suggested that the Board reduce the travel budget. There was no support for either proposal.

MOTION: YOUNG/SHAW to amend Board Policy 155 to address clerical errors when making travel arrangements, require Boardmembers to provide written reports to the Board no later than 30 days upon return from a conference, and increase each Boardmember's travel allotment by 20%. The motion carried by the following vote:

**Ayes:** YOUNG, SHAW, BECKLES, PEEPLES

**Nays:** WALSH, SYED, MCCALLEY

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