

AC TRANSIT DISTRICT**Board of Directors****Executive Summary****GM Memo No. 08-161**

Meeting Date: June 25, 2008

Committees:

Planning Committee

☐

External Affairs Committee

☐

Rider Complaint Committee

☐**Board of Directors**☒

Finance and Audit Committee

☒

Operations Committee

☐

Paratransit Committee

☐**Financing Corporation**☐

SUBJECT: Authorize the General Manager to Reimburse Relocation Expenses for the Director of Service Supervision Position If Needed *[Request to forward to Board of Directors for same day for action pursuant to Board Policy 100, Section 5.5.4].*

RECOMMENDED ACTION:

☐ Information Only ☐ Briefing Item ☒ Recommended Motion

Authorize the General Manager to Reimburse Relocation Expenses for the Director of Service Supervision Position If Needed

BOARD ACTION: **Approved as Recommended** **[x]** **Other** **[]**
Approved with Modification(s) **[]**

MOTION: DAVIS/WALLACE that the item meets the criteria for same day action by the Board of Directors pursuant to Board Policy 100, Section 5.5.4. (7-0-0-0).

Ayes: Directors Davis, Wallace, Harper, Ortiz, Fernandez, Vice President Kaplan, President Peeples – 7

Noes: None – 0

Abstain: None – 0

Absent: None – 0

MOTION: DAVIS/WALLACE to authorize the General Manager to reimburse relocation expenses for the Director of Service Supervision position if needed (7-0-0-0).

Ayes: Directors Davis, Wallace, Harper, Ortiz, Fernandez, Vice President Kaplan, President Peeples – 7

Noes: None – 0

Abstain: None – 0

Absent: None – 0

The above order was passed on:

June 25, 2008.

Linda A. Nemeroff, District Secretary

By _____

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Justification for Same Day Board Action: The District has made an offer of employment to a candidate who has verbally accepted and requested relocation assistance. Since that request will be part of the negotiation process, it is requested the Board take same day action on this item.

Fiscal Impact:

Approximately \$50,000

Background/Discussion:

The current Director of Service Supervision will retire in the next month or two. The District began recruiting for a replacement and has made an offer that has been verbally accepted by the candidate. The candidate currently resides in Florida and a relocation package is being negotiated. The General Manager is requesting authorization to reimburse the candidate for the Director of Service Supervision for relocation expenses.

In Resolution 1180, the Board authorized the General Manager to exercise his discretion in reimbursing relocation expenses for contract employees. In addition, the District has previously reimbursed employees in management positions on a case-by-case basis, most recently for the Traffic Schedules Manager. The General Manager is requesting the authority to reimburse the candidate for relocation costs in an approximate amount of \$50,000 for expenses associated with the cost of moving personal possessions, vehicle(s), roundtrip airfare to facilitate location of permanent housing in the Bay Area, as well as potential temporary housing costs. Staff will ensure that the relocation costs are competitive.

Prior Relevant Board Actions/Policies:

Resolution 1180

Attachments:

None

Approved by: Rick Fernandez, General Manager
Prepared by: Kathleen Kelly, Chief Transportation Officer
Date Prepared: June 24, 2008