

# Join the Alameda-Contra Costa Transit Dis- Parcel Tax Fiscal Oversight Committee



## Get involved.

The Board of Directors is accepting applications to fill one vacancy on the Parcel Tax Fiscal Oversight Committee. This is a non paid, volunteer position with a term of office of three years.

## About the Committee.

The Parcel Tax Fiscal Oversight Committee was first established as the Measure AA Oversight Committee in 2003 by the District's Board of Directors. Although the Committee's name has changed over time, its primary responsibility is to review the most recent fiscal year end annual audit to determine whether funds generated by the District's parcel tax measures have been expended in accordance with the intentions of the voters. The Committee is required to provide a report of its findings to the Board of Directors on an annual basis.

The Committee is composed of seven members who represent diverse interests and geographic distribution of the communities served by AC Transit in Special Transit Service District One.

## Special Transit Service District One.

Special Transit Service District One consists of 11 cities and adjacent unincorporated areas in Alameda and Contra Costa Counties, including: Alameda, Albany, Berkeley, El Cerrito, Emeryville, Hayward, Oakland, Piedmont, Richmond, San Leandro and San Pablo. Unincorporated areas include Ashland, Castro Valley, Cherryland, El Sobrante, Fairview, Kensington, and San Lorenzo.

## Appointment Process.

Upon review of the applications, letters of interest, and resumes received, the Board of Directors will determine whether to conduct interviews or make direct appointments to the Committee. All appointments are at the Board's discretion.

## Membership Requirements

Members of the Committee must reside within Special District One and cannot be an employee, vendor, contractor or consultant of AC Transit.

General understanding of basic accounting principles and experience in interpreting financial documents are highly desirable.

## Terms

Terms on the Committee are for three-years and are subject to reappointment by the Board of Directors.

## Meetings

The Committee is required to meet annually after the preparation of independently audited financial statements and may hold additional meetings if necessary.

All meetings are subject to the Brown Act and are open to the public.

# Application for Appointment to AC Transit's Parcel Tax Fiscal Oversight Committee



**AC Transit invites individuals from Alameda and Contra Costa counties residing in Special Transit District One to serve on its Parcel Tax Fiscal Oversight Committee.**

**NOTE: To sign the form electronically, please download to your device.**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Address where you reside: \_\_\_\_\_

E-Mail: \_\_\_\_\_

***Please submit a letter of interest, resume and respond to the following questions (attach a separate sheet of paper if additional space is needed):***

1. Why do you want to serve on the Parcel Tax Fiscal Oversight Committee?
2. Do you have any special area of expertise or experience that you think would be helpful to the committee?
3. If you have served on other advisory, city or community committees, please list each one and briefly describe your role.

**Certification:** I certify that the information provided is true and complete to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Employees, vendors, contractors, and consultants of the Alameda-Contra Costa Transit District are prohibited by law from being members of the Parcel Tax Fiscal Oversight Committee. Employment which could result in becoming a contractor or subcontractor to the District would also be a potential conflict.*

**Completed applications, responses, letters of interest, and resumes must be received by the District Secretary's Office no later than 5:00 p.m. on July 15, 2022.**

**Submit application materials by email to [districtsecretary@actransit.org](mailto:districtsecretary@actransit.org), by fax to (510) 891 4705 or U.S. mail to: 1600 Franklin Street, 10th Floor, Oakland, CA 94612,**

**If you have any questions, please call the District Secretary's Office at (510) 891 7284.**

**It is the policy of the Alameda Contra Costa Transit District not to unlawfully discriminate on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, color, religion, marital status, age or mental or physical disability in the programs or activities which it operates.**