

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 5/24/2023

Staff Report No. 23-255

TO: AC Transit Board of Directors
FROM: Linda A. Nemeroff, District Secretary
SUBJECT: Parcel Tax Fiscal Oversight Committee

ACTION ITEM

RECOMMENDED ACTION(S):

Consider directing the District Secretary to conduct a recruitment to fill a vacancy on the Parcel Tax Fiscal Oversight Committee for the remainder of a three-year term expiring on August 31, 2025, or to fill the vacancy by the direct appointment of a qualified candidate.

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

STRATEGIC IMPORTANCE:

Goal - Strong Public and Policymaker Support
Initiative - Financial Efficiency and Revenue Maximization

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 District's parcel tax measures have been expended in accordance with the intentions of the voters. In the interest of transparency, the Committee also provides a report of its findings (via a resolution) to the Board of Directors on an annual basis and its meetings are open to the public.

BUDGETARY/FISCAL IMPACT:

There is no budgetary/fiscal impact associated with this report.

BACKGROUND/RATIONALE:

The Parcel Tax Fiscal Oversight Committee is composed of seven community representatives who provide independent oversight of approximately \$30 million in Measure VV/C1 parcel tax proceeds collected by the District in Special Transit Service District 1, which is comprised of the entire District except the Cities of Fremont and Newark. The Committee generally meets once per year, and these are non-paid, volunteer positions. There is currently a vacancy on the Committee due to the passing of Member Janet Abelson, who served on the Committee since inception.

The District Secretary seeks direction from the Board on how to best fill the vacancy on the Committee. The Board can authorize the District Secretary to conduct a formal recruitment to fill the vacancy or it can direct the vacancy to be filled by direct appointment if a candidate is identified that meets the qualifications. Members of the Parcel Tax Fiscal Oversight Committee serve voluntarily, but it is important to note that it has become increasingly difficult to recruit volunteers since the pandemic. However, if the Board directs a recruitment, staff is prepared to open the recruitment on June 15, 2023, for 30 days. The recruitment notice and application will be posted on the District's website and distributed twice via eNews subscription to approximately 17,000 subscribers including local government agencies, chambers of commerce and public libraries. The recruitment will be advertised on social media via the District's social media accounts and will be emailed to local chapters of the League of Women Voters. As a requirement of the recruitment, prospective applicants will be required to live in Special District 1 and submit 1) a letter of interest; 2) application; and 3) resume to the Board for consideration.

ADVANTAGES/DISADVANTAGES:

No disadvantages have been identified.

ALTERNATIVES ANALYSIS:

There are no practical alternatives to the course of action recommended in the report.

PRIOR RELEVANT BOARD ACTION/POLICIES:

SR 22-347a: Resolution No. 22-031 appointing a new member to a three-year term on the Alameda-Contra Costa Transit District Parcel Tax Fiscal Oversight Committee commencing on September 1, 2022.

ATTACHMENTS:

1. Recruitment Flyer

Prepared by:

Jelena Harada, Assistant District Secretary

Linda A. Nemeroff, Board Administrative Officer/District Secretary

Approved/Reviewed by:

Linda A. Nemeroff, Board Administrative Officer/District Secretary

Jill A. Sprague, General Counsel/Chief Legal Officer

Chris Andrichak, Chief Financial Officer