

# ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



## STAFF REPORT

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**MEETING DATE:** 7/8/2020

**Staff Report No.** 20-254

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**TO:** AC Transit Board of Directors  
**FROM:** Jill A. Sprague, General Counsel  
**SUBJECT:** Amendments to Board Policy 605

### ACTION ITEM

#### **RECOMMENDED ACTION(S):**

Consider the adoption of Resolution No. 20-034 approving non-substantive amendments to Board Policy 605 (Claims and Lawsuits: Settlement Authorizations) updating the job titles of authorized designees and repealing Resolution No. 17-026.

#### **STRATEGIC IMPORTANCE:**

The act of amending this policy has no strategic importance.

#### **BUDGETARY/FISCAL IMPACT:**

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

#### **BACKGROUND/RATIONALE:**

Board Policy 605 was adopted May 1979 and amended October 2017. Since the last amendment, the Claims and Liabilities unit structure and job series has been revised. Board Policy 605 requires updating to reflect the revised job titles of authorized designees.

Staff is also requesting the repeal of Resolution No. 17-026 by the adoption of Resolution No.20-034.

#### **ADVANTAGES/DISADVANTAGES:**

The proposed amendments to the policy are necessary to ensure all authorized designees are correctly classified by job title.

#### **ALTERNATIVES ANALYSIS:**

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

#### **PRIOR RELEVANT BOARD ACTION/POLICIES:**

Board Policy 605 was last amended October 2017.

**ATTACHMENTS:**

1. Resolution No. 20-034 with Related Exhibit (Board Policy 605)

**Prepared by:**

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**Approved/Reviewed by:**

Jill A. Sprague, General Counsel

Linda A. Nemeroff, District Secretary