

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 8/5/2020

Staff Report No. 20-300

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager
SUBJECT: FY 2019-20 Fourth Quarter Employee and Non-Employee Out-of-State Travel

BRIEFING ITEM

RECOMMENDED ACTION(S):

Consider receiving the FY 2019-20 Fourth Quarter Employee and Non-Employee Out-of-State Travel Report.

STRATEGIC IMPORTANCE:

Goal - Financial Stability and Resiliency

Initiative - Financial Efficiency and Revenue Maximization

This report provides the Board with a detailed accounting of all employee out-of-state travel taken place during the fourth quarter FY 2019-20.

BUDGETARY/FISCAL IMPACT:

Budgeted travel activity is included as part of the FY 2019-20 Operating Budget.

BACKGROUND/RATIONALE:

There are no employee and non-employee travel expenses to report for fourth quarter FY 2019-20.

ADVANTAGES/DISADVANTAGES:

There are no notable advantages or disadvantages.

ALTERNATIVES ANALYSIS:

This report does not recommend an action.

PRIOR RELEVANT BOARD ACTION/POLICIES:

Staff Report 20-199 FY 2019-20 Third Quarter Employee and Non-Employee Out-of-State Travel.

ATTACHMENTS:

None

Prepared by:

Sue Lee, Director of Revenue Management

Approved/Reviewed by:

Claudia L. Allen, Chief Financial Officer

Sue Lee, Director of Revenue Management