

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 2/24/2021

Staff Report No. 21-108

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager
SUBJECT: FY 2020-21 Second Quarter Employee and Non-Employee Out-of-State Travel

BRIEFING ITEM

RECOMMENDED ACTION(S):

Consider receiving the FY 2020-21 Second Quarter Employee and Non-Employee Out-of-State Travel Report.

STRATEGIC IMPORTANCE:

Goal - Financial Stability and Resiliency

Initiative - Financial Efficiency and Revenue Maximization

The report provides a detailed accounting of all employee out-of-state travel taken place during the second quarter of this fiscal year for the Board to monitor these activities.

BUDGETARY/FISCAL IMPACT:

Budgeted travel activity is included as part of the FY 2020-21 Operating Budget.

BACKGROUND/RATIONALE:

There are no employee and non-employee travel expenses to report for second quarter FY 2020-21.

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 20-427 FY 2020-21 First Quarter Employee and Non-Employee Out-of-State Travel.

ATTACHMENTS:

1. None

Prepared by:

Sue Lee, Director of Revenue Management

Approved/Reviewed by:

Chris Andrichak, Acting Deputy Chief Financial Officer

Sue Lee, Director of Revenue Management