

# ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



## STAFF REPORT

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**MEETING DATE:** 9/22/2021

**Staff Report No. 21-422**

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**TO:** AC Transit Board of Directors  
**FROM:** Michael A. Hursh, General Manager  
**SUBJECT:** BP 352 - Payment of Expenditures: Signature Authorization

### BRIEFING ITEM

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

Consider review of Board Policy No. 352 - Payment of Expenditures: Signature Authorization with no amendments.

#### **STRATEGIC IMPORTANCE:**

Goal - Financial Stability and Resiliency  
Initiative - Financial Efficiency and Revenue Maximization

Financial policies shall be reviewed on a routine basis.

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

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

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

The applicable policy documents are attached for reference. Staff has reviewed the policy and has determined that no amendments are required.

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

This report does not recommend a course of action with notable advantages or disadvantages.

#### **ALTERNATIVES ANALYSIS:**

Staff found no practical alternatives to the course of action recommended in this report.

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

None

#### **ATTACHMENTS:**

1. Board Policy No. 352

**Prepared by:**

Sue Lee, Director of Revenue Management

**Approved/Reviewed by:**

Chris Andrichak, Chief Financial Officer

Jill A. Sprague, General Counsel