



TO: CANDIDATES FOR THE AC TRANSIT BOARD OF DIRECTORS

FROM: Linda A. Nemeroff, District Secretary

SUBJECT: General Information - General District Election - November 8, 2016

This memo provides general election-related information intended to assist prospective candidates interested in serving on the AC Transit Board of Directors. Information about AC Transit can be found by visiting the District's website at www.actransit.org. Specific information of general interest to candidates can be found on the home page under the Board of Directors heading.

The positions to be determined at the upcoming November 8, 2016, election include Directors from Wards 1 and 2 and one At-Large Director; each serving a four (4) year term. Terms of office will begin at Noon on Friday, December 2, 2016, or as soon thereafter as certification of the election results is received by AC Transit.

ELECTIONS INFORMATION:

Nomination and campaign reporting materials have been prepared as a separate packet and can **only** be obtained from and returned to the elections office in your county. Alameda County residents can obtain these materials from the Alameda County Registrar of Voters Office at 1225 Fallon Street, G-1, Oakland, (510) 272-6933. Contra Costa County residents may obtain them from the Contra Costa Elections Department at 555 Escobar Street, Martinez, (925) 335-7874.

Candidate's Statements: The District has determined that candidates running for a Ward seat will pay the sum of \$800 for a Candidate's Statement. Candidates running for an At-Large seat will pay the sum on \$2,800 for a Candidate's Statement. The Candidate's Statement will be limited to 200 words. AC Transit will pay all remaining costs associated with Candidate Statements.

For the At-Large and Ward 1 seats with boundaries spanning both Alameda and Contra Costa Counties, the fee for filing a Candidate's Statement shall be paid only **once** at the time candidacy papers are filed with the Elections Official in the county of domicile. Please make checks payable to "AC Transit" (the Elections Official will forward checks to the District once the nomination period has closed). It is the responsibility of the candidate to contact the Elections Official in the shared county to obtain information on filing a Candidate's Statement in that county. A copy of the receipt for the amount paid in the county of domicile shall accompany the Candidate's Statement to be filed in the shared county as verification that all required fees have been paid. A copy of Board Policy 126 (Resolution No. 15-048) regarding the costs for Candidate's Statements is enclosed for your review.

Deadline: All nomination forms must be **completed and returned to the Elections Official by 5:00 p.m., Friday, August 12, 2016.** If an incumbent does not file for re-election by August 12, 2016, the deadline for other candidates will be extended to Wednesday, August 17, 2016, at 5:00 p.m.

ABOUT THE BOARD OF DIRECTORS:

The AC Transit District Board of Directors is a seven-member elected Board charged with the duty of setting policy for AC Transit and for ultimately overseeing all aspects of District operations. The Public Utilities Code, Sections 24501 to 27509, commonly referred to as *Transit District Law*, spells out more specifically the duties

of the Board and the District. In addition, the District also operates under the direction and guidance of numerous state and federal laws and regulations.

Five (5) members of the Board of Directors are elected from five specific geographic areas known as “wards”. Candidates for these ward seats must live within the boundaries of the ward they seek to represent and are elected by voters within their ward. Two (2) members of the Board are at-large positions. Candidates for at-large positions must live within the overall District boundaries and are elected by voters District-wide.

TIME COMMITMENT:

The Board of Directors of AC Transit holds regular meetings on the second and fourth Wednesday of each month at 5:00 p.m. These meetings usually last until 8:00 p.m. Closed Session meetings are generally held before each Board meeting at 4:00 p.m. Members of the Board of Directors also serve as a committee of the whole on four (4) Standing Committees (External Affairs, Planning, Operations and Finance and Audit), which meet once a month in conjunction with the regular Board of Directors meetings. The Board of Directors also holds a day-long retreat twice a year and has periodic joint meetings with the District’s Retirement Board and Accessibility Advisory Committee.

In addition to the regular Committee and Board meetings, members of the Board are expected to participate on a number of internal and external liaison committees of which the District is either a voting member or an interested party as well as the successor agency oversight boards of various cities within the District.

A director should anticipate spending a minimum of 10 hours per week reviewing agenda-related materials, participating in meetings and attending to District business.

COMPENSATION:

Members of the Board of Directors are compensated \$1,141.25 per month provided that they attend all Board and Committee meetings of which he/she is a member. Please refer to Board Policy 114 – Compensation for Directors (enclosed) for more information. In addition, Directors are reimbursed for District business related travel and meeting expenses and receive health benefits, but are required to pay 10% of the monthly premium.

CONTACT INFORMATION:

Should you have questions, desire additional information during the election process, or want copies of any of the documents available on our website that are referenced below or in alternative formats, please contact me at (510) 891-7284. Should you have questions regarding general District operations, you may direct those questions through my office or contact General Manager Michael Hursh at (510) 891-4793.

ENCLOSED DOCUMENTS (available on USB flash drive)

- List of Incumbents (with terms expiring in 2016)
- Resolution No. 11-048 (Ward Boundary Descriptions and Maps)
- Resolution No. 16-022 (Notice of Election)
- Policy 100 – Board of Directors Rules for Procedure
- Board Policy 126 – Cost of Candidate’s Statements (Resolution No. 15-048)
- Board Policy 128 – Political and Campaign Activities
- Board Policy 114 – Compensation for Directors
- 2016 Board Liaison Appointments

These documents are also available at www.actransit.org. From the homepage click on “Candidate Information” under the Board of Directors heading.