

THIS PRINT COVERS CALENDAR ITEM NO. 10.5

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Board of Directors

BRIEF DESCRIPTION:

Establishing a meeting schedule for the SFMTA Board of Directors/Parking Authority Commission and the Policy and Governance Committee for 2017.

SUMMARY:


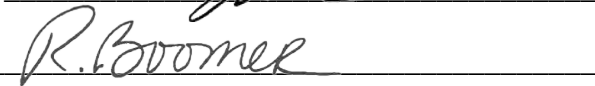
- The SFMTA Board has established regular meeting dates on the first and third Tuesday of every month.
- Traditionally, certain meetings have been cancelled during the year.
- Should additional meetings need to be scheduled, Article 4, Section 2 of the SFMTA Board's Rules of Order state that special meetings may be called at any time by the Chairman or by a majority of members.

ENCLOSURES:

1. SFMTAB Resolution

APPROVALS:

DATE

DIRECTOR		<u>11/8/16</u>
SECRETARY		<u>11/8/16</u>

ASSIGNED SFMTAB CALENDAR DATE: November 15, 2016

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PURPOSE

The purpose of this calendar item is to establish a meeting schedule for the SFMTA Board of Directors/Parking Authority Commission and the Policy and Governance Committee for 2017.

STRATEGIC PLAN GOALS AND TRANSIT FIRST POLICY PRINCIPLES

Adopting a proposed schedule for meetings does not directly forward any of the SFMTA’s Strategic Plan Goals nor Transit First Policy Principles but it supports all goals and principles.

DESCRIPTION

Establishing a meeting schedule will allow staff to manage their work flow in a more time and cost effective manner and will help to ensure smooth approval and delivery of projects.

Pursuant to the SFMTA Board of Directors Rules of Order, the Board has established regular meeting dates on the first and third Tuesday of every month.

Traditionally, certain meetings have been cancelled during the year. For 2017, staff recommends that the meetings of July 4, August 1, and December 19 not be held.

Should additional meetings need to be scheduled, Article 4, Section 2 of the SFMTA Board’s Rules of Order state that special meetings may be called at any time by the Chairman or by a majority of Board members as long as at least 72 hours advance notice is given.

Once approved by the SFMTA Board of Directors, the meeting schedule will be posted on-line and notice for all meetings will be posted in accordance with public meeting laws.

In addition to the proposed schedule of meetings below, additional special closed sessions will be schedule for conferences with the SFMTA’s labor negotiator. The schedule for those special meetings has not yet been set.

The proposed schedule of meetings for 2017 is:

MEETING	NOTES
January 3	
January 17	
January 20	PAG
February 7	All-day workshop
February 17	PAG
February 21	
March 7	
March 17	PAG

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March 21	
April 4	
April 18	
April 21	PAG
May 2	
May 16	
May 19	PAG
June 6	
June 16	PAG
June 20	
July 18	
July 21	PAG
August 15	
August 18	PAG
September 5	
September 15	PAG
September 19	
October 3	
October 17	
October 20	PAG
November 7	
November 17	PAG
November 21	
December 5	

STAKEHOLDER ENGAGEMENT

None.

ALTERNATIVES CONSIDERED

None.

FUNDING IMPACT

This item has no funding impact to the Agency.

ENVIRONMENTAL REVIEW

On October 28, 2016, the SFMTA, under authority delegated by the Planning Department, determined that the SFMTA Board 2017 Meeting Schedule is not defined as a “project” under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b).

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A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference.

OTHER APPROVALS RECEIVED OR STILL REQUIRED

None.

RECOMMENDATION

Approve the 2017 schedule of SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meetings.

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SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. _____

WHEREAS, Pursuant to the SFMTA Board of Directors Rules of Order, the SFMTA Board of Directors/Parking Authority Commission hold regular meetings on the first and third Tuesdays of every month; and,

WHEREAS, The Policy and Governance Committee will hold regular meetings on the third Friday of every month;

WHEREAS, On October 28, 2016, the SFMTA, under authority delegated by the Planning Department, determined that the SFMTA Board 2017 Meeting Schedule is not defined as a “project” under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b); and,

WHEREAS, A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference; now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors and Parking Authority Commission establishes a meeting schedule for 2017 for meetings of the SFMTA Board of Directors and Parking Authority Commission and the Policy and Governance Committee.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of November 15, 2016.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency