

THIS PRINT COVERS CALENDAR ITEM NO.: 10.4

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Board of Directors

BRIEF DESCRIPTION:

Establishing the 2022 SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meeting schedule.

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 Chair or by a majority of the members.

ENCLOSURES:

1. SFMTAB Resolution
2. 2022 Meeting Schedule

APPROVALS:

DIRECTOR  _____

SECRETARY  _____

DATE

November 11, 2021

November 11, 2021

ASSIGNED SFMTAB CALENDAR DATE: November 16, 2020

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PURPOSE

The purpose of this calendar item is to establish the 2022 SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meeting schedule.

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 the meeting schedule will allow staff to manage their workflow in a more time and cost-effective manner and will help to ensure the 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. The Policy and Governance Committee (PAG) meets on the fourth Tuesday of each month.

Traditionally, certain meetings have been cancelled during the year. For 2022, staff recommends that the meetings of July 5, August 16 and December 20 not be scheduled. Additionally, October 4 is Yom Kippur. Staff recommends that this meeting be scheduled to conclude early. No other proposed dates appear to conflict with major US or cultural holidays.

A series of special meetings occurring in March, April and the end of June are also identified for potential meetings related to labor agreements.

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 Chair or by a majority of Board members as long as appropriate 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.

The proposed schedule of meetings for 2022 are listed below and included in Enclosure 2.

MEETING	NOTES
January 4	Regular Meeting
January 18	Regular Meeting
January 25	PAG
February 1	Workshop
February 15	Regular Meeting
February 22	PAG
March 1	Regular Meeting

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March 8	Special Meeting
March 15	Regular Meeting
March 22	PAG & Special Meeting
April 5	Regular Meeting
April 12	Special Meeting
April 19	Regular Meeting
April 26	PAG & Special Meeting
May 3	Regular Meeting
May 17	Regular Meeting
May 24	PAG
June 7	Regular Meeting
June 21	Regular Meeting
June 28	PAG & Special Meeting
July 19	Regular Meeting
July 26	PAG
August 2	Regular Meeting
August 23	PAG
September 6	Regular Meeting
September 20	Regular Meeting
September 27	PAG
October 4	Regular Meeting
October 18	Regular Meeting
October 25	PAG
November 1	Regular Meeting
November 15	Regular Meeting
November 22	PAG
December 6	Regular Meeting

STAKEHOLDER ENGAGEMENT

None. SFMTA Board meeting dates are established in the Board's Bylaws.

ALTERNATIVES CONSIDERED

None.

FUNDING IMPACT

This item has no funding impact to the Agency.

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ENVIRONMENTAL REVIEW

On October 27, 2020, the SFMTA, under authority delegated by the Planning Department, determined that the SFMTA Board 2021 Meeting Schedule is not 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).

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. The City Attorney has reviewed this report.

RECOMMENDATION

Establish the 2022 SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meeting schedule.

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 fourth Tuesday of every month; and,

WHEREAS, On October 27, 2020, the SFMTA, under authority delegated by the Planning Department, determined that the SFMTA Board 2021 Meeting Schedule is not 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/Parking Authority Commission establishes the 2022 SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meeting schedule.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of November 16, 2021.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency



San Francisco Municipal Transportation Agency
Board of Directors

2022 Board Meeting Schedule

Adopted: [date]

January

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Legal Holiday

Regular Meeting

Policy & Governance Committee

Special Meeting

Special Meeting and Policy & Governance Committee