

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 2014.

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 _____ 11/12/13

SECRETARY _____ 11/12/13

ASSIGNED SFMTAB CALENDAR DATE: November 179 2013

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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 2014.

GOAL

Approval of the proposed resolution will support the following SFMTA Strategic Plan goals:

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 2014, staff recommends that the meetings of July 1, August 5 and December 16 not be held. Rather than a regular meeting, the February 4 meeting will be a special, all day workshop that will focus on the Strategic Plan and the FY15/FY16 budget.

2014 is a year in which both the FY15 and 16 budgets will be approved and labor contracts for all SFMTA labor unions will be renegotiated. As it did in 2011, the SFMTA Board has scheduled several special closed sessions for labor negotiations. Those meetings are scheduled for Wednesdays at 8:30am, and will be held at One South Van Ness Ave., 7th floor. Some of those meetings may be cancelled depending on the status of negotiations.

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 advanced notice is given. Because all labor contracts will expire as of June 30, 2014, special closed sessions have been scheduled to enable the Board to confer with their labor negotiator. These meetings will be held at One South Van Ness Ave., 7th Floor.

The meeting schedule will be posted on-line at www.sfmta.com and notice for all meetings will be posted in accordance with public meeting laws.

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The proposed schedule of meetings for 2014 is:

Meeting Date	NOTES
January 7	
January 17	PAG
January 21	
February 4	ALL DAY WORKSHOP
February 12	Special closed session – labor negotiations
February 18	
February 21	PAG
February 26	Special closed session – labor negotiations
March 4	
March 12	Special closed session – labor negotiations
March 18	
March 21	PAG
March 26	Special closed session – labor negotiations
April 1	
April 9	Special closed session – labor negotiations
April 15	
April 18	PAG
April 23	Special closed session – labor negotiations
April 30	Special closed session – labor negotiations
May 6	
May 14	Special closed session – labor negotiations
May 16	PAG
May 20	
May 28	Special closed session – labor negotiations
June 3	
June 17	
June 20	PAG
July 15	
July 18	PAG
August 15	PAG
August 19	
September 2	
September 16	
September 19	PAG
October 7	
October 17	PAG
October 21	
November 4	
November 18	
November 21	PAG
December 2	

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ALTERNATIVES CONSIDERED

None.

FUNDING IMPACT

This item has no funding impact to the Agency.

OTHER APPROVALS RECEIVED OR STILL REQUIRED

None.

RECOMMENDATION

Approve the 2014 schedule of SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meetings.

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; now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors/Parking Authority Commission establishes a meeting schedule for 2014 for meetings of the SFMTA Board of Directors/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 19, 2013.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency