

**THIS PRINT COVERS CALENDAR ITEM NO.: 10.7**

**SAN FRANCISCO  
MUNICIPAL TRANSPORTATION AGENCY**

**DIVISION:** Board of Directors

**BRIEF DESCRIPTION:**

Establishing the 2025 SFMTA Board of Directors and Parking Authority Commission 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. 2025 Meeting Schedule

**APPROVALS:**

DIRECTOR   
SECRETARY 

**DATE**

November 26, 2024

November 26, 2024

**ASSIGNED SFMTAB CALENDAR DATE:** December 3, 2024

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**PURPOSE**

The purpose of this calendar item is to establish the 2025 SFMTA Board of Directors and Parking Authority Commission 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. Traditionally, certain meetings have been cancelled during the year. For 2025, staff recommends that the meetings of January 7, July 1, August 19, and December 16 not be scheduled. No other proposed dates appear to conflict with major US or cultural/religious holidays.

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 2025 are listed below and included in Enclosure 2.

<b>MEETING</b>	<b>NOTES</b>
January 21	Regular Meeting
February 4	Regular Meeting
February 18	Regular Meeting
March 4	Special Meeting – Annual Workshop
March 18	Regular Meeting
April 1	Regular Meeting
April 15	Regular Meeting
May 6	Regular Meeting
May 20	Regular Meeting
June 3	Regular Meeting
June 17	Regular Meeting
July 15	Regular Meeting
August 5	Regular Meeting

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September 2	Regular Meeting
September 16	Regular Meeting
October 7	Regular Meeting
October 21	Regular Meeting
November 4	Regular Meeting
November 18	Regular Meeting
December 2	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.

**ENVIRONMENTAL REVIEW**

On November 8, 2024, the SFMTA, under authority delegated by the Planning Department, determined that the 2025 SFMTA Board of Directors and Parking Authority Commission 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.

**RECOMMENDATION**

Establish the 2025 SFMTA Board of Directors and Parking Authority Commission 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 and Parking Authority Commission hold regular meetings on the first and third Tuesdays of every month; and,

WHEREAS, On November 8, 2024, the SFMTA, under authority delegated by the Planning Department, determined that the 2025 SFMTA Board of Directors and Parking Authority Commission 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 and Parking Authority Commission establishes the 2025 SFMTA Board of Directors and Parking Authority Commission meeting schedule.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of December 3, 2024.

\_\_\_\_\_  
Secretary to the Board of Directors  
San Francisco Municipal Transportation Agency



San Francisco Municipal Transportation Agency  
Board of Directors and Parking Authority Commission

# 2025 Board Meeting Dates

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			

Holiday

Regular Meeting

Special Meeting

Regular meetings typically begin at 1pm. All dates and times subject to change.  
See <https://sfmta.com/board> for up-to-date information.