

THIS PRINT COVERS CALENDAR ITEM NO. : 10.2

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Board of Directors

BRIEF DESCRIPTION:

Establishing a revised meeting schedule for meetings of the SFMTA Board of Directors and Parking Authority Commission Policy and Governance Committee to meet at 10:00 a.m. on the fourth Tuesday of every month.



SUMMARY:

- The Board's Policy and Governance Committee (PAG) has been meeting at 9:00 a.m. on the third Tuesday of each month.
- The Board's Policy and Governance Committee (PAG) now wishes to meet at 10:00 a.m. on the fourth Tuesday of each month.

ENCLOSURES:

1. SFMTAB Resolution

APPROVALS:

	DATE
DIRECTOR  _____	<u>6/11/2018</u>
SECRETARY  _____	<u>6/11/2018</u>

ASSIGNED SFMTAB CALENDAR DATE: June 19, 2018

PAGE 2.

PURPOSE

The purpose of this calendar item is to revise the established meeting schedule for the SFMTA Board of Directors Policy and Governance Committee from July through November 2018.

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 timely 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 for the Policy and Governance Committee on the third Friday of every month at 9:00 a.m. The revised dates will be on the fourth Tuesday of every month at 10:00 a.m. The location of the meeting remains the same at One South Van Ness Avenue, Union Square Conference Room 7080.

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.

The proposed schedule of meetings for the Board and the Policy and Governance Committee for 2018 is:

PAG MEETINGS
July 24
August 28
September 25
October 23
November 27

STAKEHOLDER ENGAGEMENT

None.

ALTERNATIVES CONSIDERED

None.

PAGE 3.

FUNDING IMPACT

This item has no funding impact to the Agency.

ENVIRONMENTAL REVIEW

On October 25, 2017, the SFMTA, under authority delegated by the Planning Department, determined that the establishment of a 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).

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

Approving revisions to the 2018 schedule of the Policy and Governance Committee meetings.

PAGE 4.

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 Policy and Governance Committee will hold regular meetings on the fourth Tuesday of every month at 10:00 a.m.; and,

WHEREAS, On October 25, 2017, the SFMTA, under authority delegated by the Planning Department, determined that the establishment of a meeting schedule is not defined as a “project” under the California Environmental Quality Act (CEQA) pursuant 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 revised meeting schedule for meetings of the SFMTA Board of Directors and Parking Authority Commission Policy and Governance Committee to meet at 10:00 a.m. on the fourth Tuesday of every month.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of June 19, 2018.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency