

THIS PRINT COVERS CALENDAR ITEM NO. : 10.4

**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 _____

11/4/14

SECRETARY _____

11/4/14

ASSIGNED SFMTAB CALENDAR DATE: November 18, 2014

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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 2015.

GOAL

Approval of the proposed resolution will support all 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 2015, staff recommends that the meetings of July 7, August 4, October 6 and December 15 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 advanced notice is given.

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

ALTERNATIVES CONSIDERED

None.

FUNDING IMPACT

This item has no funding impact to the Agency.

OTHER APPROVALS RECEIVED OR STILL REQUIRED

None.

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The proposed schedule of meetings for 2015 is:

Meeting Date	NOTES
January 6	
January 16	PAG
January 20	
February 3	All-day workshop
February 17	
February 20	PAG
March 3	
March 17	
March 20	PAG
April 7	
April 17	PAG
April 21	
May 5	
May 19	
May 22	PAG
June 2	
June 16	
June 19	PAG
June 30	Possible special meeting
July 17	PAG
July 21	
August 18	
August 21	PAG
September 1	
September 15	
September 18	PAG
October 16	PAG
October 20	
November 3	
November 17	
November 20	PAG
December 1	

RECOMMENDATION

Approve the 2015 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 2015 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 18, 2014.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency