

THIS PRINT COVERS CALENDAR ITEM NO.: 10.6

**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 2021.



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 members.

ENCLOSURES:

1. SFMTAB Resolution

APPROVALS:

	DATE
DIRECTOR 	<u>November 10, 2020</u>
SECRETARY 	<u>November 10, 2020</u>

ASSIGNED SFMTAB CALENDAR DATE: November 17, 2020

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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 2021.

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 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 2021, staff recommends that the meetings of July 6, August 17 and December 21 not be scheduled.

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 2021 is:

MEETING	NOTES
January 5	
January 19	
January 26	PAG
February 2	Workshop
February 3	Workshop
February 16	
February 23	PAG
March 2	
March 16	
March 23	PAG
April 6	
April 20	

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April 27	PAG
May 4	
May 18	
May 25	PAG
June 1	
June 15	
June 22	PAG
July 20	
July 27	PAG
August 3	
August 24	PAG
September 7	
September 21	
September 28	PAG
October 5	
October 19	
October 26	PAG
November 2	
November 16	
November 23	PAG
December 7	

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 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.

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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

Approve the 2021 schedule of SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meetings.

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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 a meeting schedule for 2021 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 17, 2020.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency