

File No. 231242

Committee Item No. _____

Board Item No. 39

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: _____

Date: _____

Board of Supervisors Meeting

Date: December 5, 2023

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER

- Draft Regularly Scheduled Meetings 2024
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Prepared by: Lisa Lew

Date: December 1, 2023

Prepared by: _____

Date: _____

1 [Board of Supervisors Regular Meeting Schedule - 2024]

2

3 **Motion establishing the 2024 Board of Supervisors Regular Meeting Schedule,**
4 **pursuant to Board of Supervisors Rules of Order, Sections 4.2 and 4.2.1, by cancelling**
5 **the Regular Board meetings of January 16, February 20, May 28, October 15, November**
6 **12, and December 3; and all Regular Board and Committee meetings during the spring,**
7 **summer and winter breaks from April 8 through April 12, August 5 through September**
8 **3, and December 18, 2024, through January 8, 2025; and further suspending portions of**
9 **Board Rule 4.2. to effectuate certain dates within the regular meeting schedule to**
10 **augment the flow of business.**

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12 WHEREAS, The Board of Supervisors Rules of Order, Section 4.2, states the Board
13 shall hold a regular meeting in the Legislative Chamber in City Hall each Tuesday at
14 2:00 p.m., unless it is a holiday, in which case the meeting shall be cancelled; and

15 WHEREAS, The Rules of Order, Section 4.2.1 also states that during holiday periods,
16 the application of specific days of the week described in the rules shall be revised by the Clerk
17 of the Board as necessary for the efficient conduct of the legislative process or to facilitate the
18 transition of District offices; and

19 WHEREAS, The Rules of Order, Section 4.2 further states “the Board shall not meet
20 during the week after Thanksgiving, or between December 24 and December 31”; and

21 WHEREAS, Similar to other sitting legislative bodies in the United States, the Board
22 has established recess periods during the spring, summer and winter which Members of the
23 Board may plan to be away, without missing any Board or Committee meetings or other
24 important public business, and without causing difficulties in achieving a quorum; now,
25 therefore, be it

1 MOVED, Pursuant to Board Rules, Sections 4.2 and 4.2.1, the following Board
2 meetings are cancelled: January 16 (Martin Luther King Jr. Day); February 20 (President's
3 Day); May 28 (Memorial Day); October 15 (Italian American Heritage Day and Indigenous
4 Peoples Day); November 12 (Veterans Day); and December 3, 2024 (Thanksgiving); and, be
5 it

6 FURTHER MOVED, That pursuant to the established tradition of spring, summer and
7 winter recess periods, the Regular Board and Committee meetings scheduled from April 8
8 through April 12, August 5 through September 3, and December 18, 2024, through January 8,
9 2025, are hereby cancelled; and, be it

10 FURTHER MOVED, To suspend the portion of Board Rule, Section 4.2 which requires
11 the Board to cancel a Tuesday Board meeting after a Monday Holiday as it pertains solely to
12 September 3, to allow the Board to meet on Tuesday, September 3, 2024; and, be it

13 FURTHER MOVED, Pursuant to Board Rule, Section 4.3 the Board is constrained by
14 certain administrative, electoral and legislative deadlines and may schedule Special Meetings
15 when necessary to conduct the City's business.

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City and County of San Francisco Board of Supervisors Regularly Scheduled Board Meetings

Note: Please refer to the Weekly Meeting Schedule for Special Board and Committee Meetings
Schedule is Subject to Change

2024		
Month	Date	No Scheduled Meeting
January	Jan. 9, 23 (5-8)* , 30	Jan. 16 (Martin L. King, Jr. Day: 1/15/24)
February	Feb. 6, 13 (9-11)* , 27	Feb. 20 (President's Day: 2/19/24)
March	Mar. 5, 12 (1-4)* , 19, 26	
April	April 2, 16 (5-8)* , 23, 30	April 9 Spring Recess (4/8/24 - 4/12/24)
May	May 7, 14 (9-11)* , 21	May 28 (Memorial Day: 5/27/24)
June	June 4, 11 (1-4)* , 18, 25	
July	July 2, 9 (5-8)* , 16, 23, 30	
August		Aug. 6, 13, 20, 27 (Summer Recess: 8/5/24 - 9/3/24)
September	Sept. 3, 10 (9-11)* , 17, 24	
October	Oct. 1, 8 (1-4)* , 22, 29	Oct. 15 (Italian American Heritage Day and Indigenous Peoples Day: 10/14/24)
November	Nov. 5, 19 (5-8)* , 26	Nov. 12 (Veterans Day: 11/11/24)
December	Dec. 10, 17 (9-11)*	Dec. 3 (Thanksgiving: 11/28/24) (Winter Recess: 12/18/24-1/8/25)

Pursuant to Board Rules Section 4.3 - A special meeting of the Board may be called at any time by the President, or by a majority of the Board, as specified in Section 2.8 of the San Francisco Administrative Code.

Pursuant to San Francisco Charter Section 3.100(7), the Mayor shall appear, in person, at one regularly scheduled meeting of the Board of Supervisors each month to engage in formal policy discussions with members of the Board. This item will be read at the Board Meeting on the second Tuesday of each month, unless rescheduled by the Mayor and the Board President.

Note that Mayoral appearances may be rescheduled in accordance with Administrative Code, Section 2.11. Please refer to the published agenda under [Meeting Information](#) to confirm Mayoral appearances.

***Mayoral Appearance – Districts eligible to submit a question.**

Print Form

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Topic submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Clerk of the Board

Subject:

Board of Supervisors Regular Meeting Schedule - 2024

The text is listed:

Motion establishing the 2024 Board of Supervisors Regular Meeting Schedule, pursuant to Board of Supervisors Rules of Order, Sections 4.2 and 4.2.1, by cancelling the Regular Board meetings of January 16, February 20, May 28, October 15, November 12, and December 3; and all Regular Board and Committee meetings during the spring, summer and winter breaks from April 8 - April 12, August 5 through September 3, and December 18, 2024, through January 8, 2025; and further suspending portions of Board Rule 4.2. to effectuate certain dates within the regular meeting schedule to augment the flow of business.

Signature of Sponsor: 

For Clerk's Use Only