



CITIZENS ADVISORY COMMITTEE

By-Laws

ARTICLE I - MEMBERSHIP

Section 1. The eleven ~~(11)~~ members of the Citizens Advisory Committee (CAC) are appointed by the San Francisco County Transportation Authority (~~SFCTA~~Transportation Authority) to advise the ~~SFCTA~~Transportation Authority on the development and implementation of the ~~Transportation Expenditure Plan and the Traffic Congestion Management Plan.~~

Comment [1]: Per Transportation Authority's Administrative Code (page 7)

Section 2. ~~Per the Transportation Authority's Administrative Code,~~ CAC members shall include representatives from various segments of the community, including public policy organizations, labor, business, senior citizens, the disabled, environmentalists and the neighborhoods. ~~The Committee members shall be residents of San Francisco and shall serve for two-year periods.~~

Section 3. ~~Per the Transportation Authority's Administrative Code, any member who is absent for four of any twelve regularly scheduled consecutive meetings shall automatically be terminated. Any resulting vacancy shall be filled for a new two-year period. Terminated members may re-apply.~~

ARTICLE II - OFFICERS

Section 1. The Officers of the CAC shall be a Chairperson and a Vice-Chairperson. Their duties shall be as follows:

Chairperson: Presides over CAC meetings; develops the monthly meeting agenda; appoints subcommittees and subcommittee chairpersons; represents the CAC's actions and decisions to the ~~SFCTA~~Transportation Authority, appropriate agencies, and to the community at large, or designates other CAC members to perform these duties.

Vice-Chairperson: Presides over the CAC meetings in the absence of the Chairperson; conducts the other duties of the Chairperson in his/her absence.

Section 2. Selection of Officers shall be made as follows:

Chairperson: The Chairperson shall be elected by a majority of the appointed members at the January meeting. The term of office shall be for one year. If the term of appointment of the member elected Chairperson expires before the year is out and that member does not either seek reappointment or the Board does not grant such reappointment, the Vice-Chairperson will serve as Chairperson ~~until the following January~~for the remainder of the term.

Vice-Chairperson: ~~This Officer~~The Vice-Chairperson shall be elected by a majority of the appointed members at the January meeting. The term of office shall be for one year. If the term of appointment of the member elected Vice-Chairperson expires before the year is out and that member does not either seek reappointment or the Board does not grant such reappointment, the ~~Committee CAC will~~shall hold an election at the next regular meeting of the CAC for a Vice-Chairperson to serve out the remainder of the term.

ARTICLE III - MEETINGS

Section 1. The regular meetings of the CAC shall be held on the fourth Wednesday of each month at 6:00 p.m. ~~in at the Transportation Authority offices, s at 100 Van Ness Avenue, 26th Floor, San Francisco, California.~~

Section 2. The CAC meetings are subject to the Ralph M. Brown Act and the ~~City's~~ Sunshine Ordinance.

~~Section 3. Any member who is absent for four (4) of any twelve (12) regularly scheduled consecutive meetings shall automatically be terminated. Any resulting vacancy shall be filled for a new two-year period.~~

Comment [SS2]: Moved to Article I

ARTICLE IV - SUBCOMMITTEES

Section 1. Subcommittees and Ad Hoc Committees may be established by the Chairperson as necessary.

Section 2. Each Subcommittee shall consist of at least three but not more than five (3) CAC members appointed by the CAC Chairperson.

ARTICLE V - PARLIAMENTARY AUTHORITY

The rules contained within the current edition of Robert's Rules of Order (Newly Revised) shall govern the CAC in all cases to which they are applicable and in which they are not inconsistent with these by-laws, the ~~SFCTA-Transportation Authority's~~ Administrative Code and any special rules of order the CAC may adopt. A quorum is defined as a majority of currently appointed members.

ARTICLE VI - AMENDMENT OF BY-LAWS

These by-laws may be amended at any regular meeting of the CAC by a two-thirds ~~(2/3)~~ vote of the CAC members present and voting, and constituting not less than a majority of the CAC members, provided that the amendment has been submitted in writing at the previous regular meeting.

ARTICLE VII - CONFLICT OF INTEREST

~~Per the Transportation Authority's Administrative Code, t~~The CAC members serve without any compensation. There shall be no personal or monetary gain by members of the CAC as a result of their membership and actions on the CAC.

ARTICLE VIII – CONDUCT OF MEMBERS

~~No CAC member shall directly or indirectly by any form of words impute to another CAC member or to other CAC members any conduct or motive unworthy or unbecoming of a CAC member.~~

Comment [3]: Per San Francisco Board of Supervisors Rules of Order (page 36)

ARTICLE ~~VIII~~ IX - MAJORITY/MINORITY REPORTS

CAC members may elect to present separate reports on decisions and actions by the CAC under the following circumstances: A majority report will reflect at least two-thirds ~~(2/3)~~ of the CAC members present and voting, and constituting not less than a majority of CAC members. ~~present~~

~~and voting~~—A minority report will reflect at least ~~twenty-five percent~~one-fourth (25%) of the CAC members present and voting.

Rev. ~~October 23, 2006~~Month Day, 2015