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OPINION NO. 2010-01

TO: HONORABLE GAVIN NEWSOM, Mayor
ANGELA CALVILLO, Clerk of the Board of Supervisors

FROM: BURK E. DELVENTHAL, Chief, Government Division *BED*
MARIE C. BLITS, Deputy City Attorney *MB*

DATE: February 12, 2010

RE: Summary of Legal Requirements for Appointment of Members to Boards and Commissions and Certain Other Entities, Removal and Other Related Matters, Appointment and Removal of Department Heads Under those Boards and Commissions, and Mayoral Voting Seats on Certain Boards and Commissions and Other Entities

In this memorandum we provide a summary of the legal requirements regarding the various boards, commissions and other entities where the Mayor, or the Mayor and the Board of Supervisors (sometimes referred to below as the "Board"), have appointing authority. This memorandum updates and supersedes our earlier memorandum Opinion No. 2004-01, dated March 31, 2004.

There are four general types of boards and commissions and other entities where the Mayor, or the Mayor and the Board of Supervisors, make appointments to some or all of the seats, or where the Mayor holds a voting seat:

1. Boards and commissions and certain other entities created by the San Francisco Charter to run City offices, agencies, and departments, or to serve in a substantive role for those City bodies (Section II.A., Memorandum pages 11 - 53);
2. Boards and commissions and certain other entities created by ordinance or resolution to run City offices, agencies, and departments, or to serve in a substantive role for those City bodies (Section II.B.1 voter-approved ordinances, Memorandum pages 54 - 58; Section II.B.2 Board of Supervisors-approved ordinances and resolutions, Memorandum pages 59 - 79);
3. Boards and commissions and certain other entities created under state or federal statutes, which are not part of the municipal corporation City and County of San Francisco and are separate legal entities that have jurisdiction within the territorial limits of the County, some of which carry out state and federal functions (Section II.C., Memorandum pages 80 - 90); and

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4. Boards and commissions on which City and County of San Francisco representatives sit together with representatives from other California counties to carry out joint functions (Section II. D, Memorandum pages 91 - 97).

We do not generally address here the Mayor's authority to appoint members to purely advisory entities created by ordinance or state or federal law or the Mayor's authority to sit on such bodies. We have included a few bodies that are primarily advisory in light of appointment questions that have arisen. Nor do we address other advisory bodies to which only the Board of Supervisors or City officials other than the Mayor make appointments. For information on other types of appointments, see the Board of Supervisors "Annual Listing of Active Boards, Commissions, Committees, and Task Forces and Requirement of Membership" as posted on the Board of Supervisors website in compliance with The Maddy Act, California Government Code §54972 (<http://www.sfbos.org/index.aspx?page=3045>).

This memorandum has two main sections followed by an index. The first section contains a general discussion of matters relating to: the appointment and removal of commissioners, including residency, compensation and tenure; the appointment and removal of department heads; and the appointment and removal of members to boards of multi-county agencies.

The second section contains an enumeration of the boards and commissions. Included in the listing for each board is a description of six key features: the board's purpose; the number and appointment of its members; the term members serve; the process for removal of members; whether members receive compensation or health benefits; and whether the board appoints a department head.

I. CREATION OF BOARDS AND COMMISSIONS, APPOINTMENT AND REMOVAL OF MEMBERS AND RELATED MATTERS, APPOINTMENT AND REMOVAL OF DEPARTMENT HEADS SERVING UNDER THOSE BOARDS AND COMMISSIONS, AND BOARDS OF MULTI-COUNTY AGENCIES

A. BOARDS AND COMMISSIONS

(1) CREATION OF BOARDS AND COMMISSIONS

California general law regulates cities unless voters in the city adopt a charter to govern their own municipal affairs. In a chartered city, the charter is the constitution of the city and regulates and governs all aspects of city governance and administration. San Francisco voters have adopted several charters for the City, most recently in 1932 and then in 1995 (effective 1996). The San Francisco Charter (the "Charter") has created most of the boards and commissions in San Francisco government.

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Many current boards and commissions derive their genesis from the 1932 Charter and amendments to that Charter. Amendments to the 1996 Charter created other boards and commissions. Also, Charter amendments have revised provisions for existing Charter-created boards and commissions.

The Board of Supervisors has also created a few boards and commissions by ordinance, as authorized by the 1932 Charter. These ordinance-created boards and commissions have the same power as those created directly by the 1932 Charter. The 1996 Charter also authorizes the Board of Supervisors to create new boards or commissions by ordinance. Also, San Francisco voters have also created some boards and commissions by ordinance, by voting to approve an ordinance on the ballot at a Citywide election.

The City has created some legally separate board or commission-type entities under state or federal law. These entities are not part of the municipal corporation City and County of San Francisco, but have jurisdiction within San Francisco. These entities carry out various state and federal functions at the local City and County level (*e.g.*, the Health Authority, Housing Authority, Parking Authority, Redevelopment Agency, Treasure Island Development Authority, and the Workforce Investment Board).

Finally, State law and agreements among public entities including San Francisco have created certain multi-county agencies in which San Francisco participates. (See Section I.C. of this Memorandum.)

(2) MAYORAL RESPONSIBILITIES FOR APPOINTING BOARD AND COMMISSION MEMBERS

Under Charter section 3.100, the Mayor is responsible for the general administration and oversight of all departments and governmental units in the executive branch of the City and County. Except where noted below in the description of each board and commission, the Mayor makes appointments to boards and commissions under Charter section 3.100(17).

Section 3.100 appointments are effective upon transmittal of a Notice of Appointment to the Clerk of the Board of Supervisors, and remain in effect, unless rejected by a two-thirds vote of the Board of Supervisors within 30 days following transmittal of the Notice of Appointment to the Clerk. The Notice of Appointment must include the appointee's qualifications to serve, and a statement as to how the appointee represents the communities of interest, neighborhoods and diverse populations of the City and County. The Mayor should transmit the Notice of Appointment to the Clerk promptly upon making the appointment. For the appointee to exercise the powers of the office, that person must take the oath of office prescribed by state law. (For more information on the appointment process see City Attorney Opinion No. 2003-05, available on the City Attorney's website, <http://www.sfcityattorney.org/Modules/ShowDocument.aspx?documentid=82.>)

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This memorandum identifies certain appointments that are subject to approval, rather than rejection of the Board of Supervisors. In those instances, the appointee may not exercise the powers of the office until the Board has approved the appointment and the appointee has taken the oath of office.

The Mayor must provide written notice to the Ethics Commission of the name of any appointee who has assumed or left office if City law requires the appointee to file a Statement of Economic Interests with the Ethics Commission. The Mayor must provide the notice within 15 days of the appointee assuming or leaving office. (San Francisco Campaign and Government Conduct Code §3.1-102.5.)

Also, the Mayor has a seat but no vote on all Charter or ordinance-created boards and commissions to which the Mayor makes appointments. (Charter §3.100(9).)

Mayoral appointments to (and Mayoral seats on) legally separate board and commission-type entities created under state or federal law, including multi-county agencies, are governed by the laws and agreements and by-laws applicable to each of those entities. They vary from entity to entity. This memorandum includes a summary of the appointment requirements for each such entity in its individual section (see Memorandum sections II.C. and D).

(3) RESIDENCY AND OTHER REQUIREMENTS FOR COMMISSIONERS

In general, Charter section 4.101 governs residency and other requirements for appointees to City boards and commissions. Except where the Charter specifies otherwise, members of Charter-created boards and commissions must be, and remain during their tenure, "electors." The Charter defines an elector as a person registered to vote in the City and County. This voter registration requirement encompasses other requirements: that a member be of legal voting age, a resident of the City and County, and a United States citizen. We have noted specific exceptions to these requirements, where applicable, in the description of the Charter-created boards and commissions.

For City boards and commissions created by ordinance, the appointing officer or entity may waive the residency requirement if that officer or entity cannot locate a qualified local elector. Also, the ordinance may specify that members need not be of legal voting age or residents, but may not dispense with the citizenship requirement. (Charter §4.101(2).) We have noted specific exceptions to the age and residency requirements, where applicable, in the description of the boards and commissions created by ordinance.

Some City boards and commissions must include members who come from a particular profession, trade, union or business. These requirements are noted for applicable boards and commissions. Where an appointee is selected from a particular interest, the Ethics Commission may grant that appointee a waiver from certain conflict of interest laws.

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Membership criteria for appointment to legally separate board and commission-type entities created under state or federal law, including multi-county agencies, are governed by the laws and agreements and by-laws applicable to each of those entities. These criteria vary from entity to entity. A summary of the membership criteria for each such entity is included in its individual section of this memorandum. (See Memorandum sections II.C. and D.)

(4) COMPENSATING COMMISSIONERS

Under Charter section A8.400, the Board of Supervisors sets compensation, if any, for all City boards and commissions, except where the Charter or other controlling law specifies otherwise. We have noted specific exceptions to section A8.400, where applicable, in the description of the City boards and commissions.

Compensation for members of legally separate board and commission-type entities created under state or federal law, including multi-county agencies, is governed by the laws and agreements and by-laws applicable to each of those entities. They vary from entity to entity. A summary of the compensation provisions for each such entity is included in its individual section of this memorandum. (See Memorandum sections II.C. and D.)

(5) HEALTH SERVICES BENEFITS FOR COMMISSIONERS

Charter sections 12.202 and A8.420 establish a Health Service System and provide that officers of the City and County, and other officers as provided by ordinance, are entitled to membership in the system. Administrative Code section 16.700 lists boards and commissions whose members are eligible to participate in the Health Service System.

Members of legally separate board and commission-type entities created under state or federal law, including multi-county agencies (see Memorandum sections II.C. and D.), generally are not eligible for participation in the City and County of San Francisco health services plan solely by virtue of their appointment to such entities. (A member may be separately eligible to participate in the City and County health services plan by virtue of that member's public office.)

(6) TENURE OF COMMISSIONERS

Under the Charter and applicable ordinances, the term for appointees to most City boards and commissions is four years. The same criteria and procedures that apply to initial appointments also apply to appointments of persons to complete unexpired terms. (Charter §4.101(2).) Exceptions to this rule are noted below, where applicable, in the description of each board or commission.

The term for each seat on a board or commission is fixed at the time the commission is constituted. A commission is "constituted" when a majority of its members are sworn in. The

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term for each seat runs whether the seat is occupied or vacant. Charter section 18.114 provides that when a new board or commission is created or when new members are added to an existing board or commission, initial appointments must give the members staggered terms.

In general, once a term expires the incumbent, if not replaced, may retain the office as a holdover commissioner for a maximum of 60 days. Members of citizen advisory committees, Charter Article V and Charter Article XII boards and commissions are not subject to the 60-day limitation. The 60-day provision does not apply where the Charter expressly prohibits hold-overs, for example, the Police Commission. The hold-over incumbent is replaced by operation of law once the Mayor appoints another candidate to the office and that candidate has taken the oath of office. Upon appointment the replacement candidate will serve the unexpired balance of the term. Exceptions to this rule are noted below, where applicable, in the description of each board or commission.

An important distinction exists between the term of an office and an individual commissioner's tenure in that office. The term of an office is generally a fixed period of time measured from a fixed anniversary date. For City boards and commissions, the term is generally four years from the date a quorum of the entity was first sworn into office (unless the enabling legislation mandates a specific operative date). The term runs with the office, not with the individual occupant. As mentioned above, the term continues to run whether the seat is occupied or vacant. If, for example, a seat is left open for six months after the date the term expires, the term of the office remains four years, but the next commissioner -- if appointed six months after the prior term expired -- will hold office only for the remaining three and one-half years of that next term. The commissioner does not have a right to a full four years in office from the date of his or her appointment.

The terms of office for members of legally separate board and commission-type entities created under state or federal law, including multi-county agencies, are governed by the laws and agreements and by-laws applicable to each of those entities. They vary from entity to entity. A summary of the term of office provisions for each such entity is included in its individual section of this memorandum. (See Memorandum sections II.C. and D.)

(7) REMOVING COMMISSIONERS

Many members of boards and commissions serve at the pleasure of the Mayor or other appointing authorities; that is, they serve an at-will tenure. Other commissioners may be removed only for cause. All for-cause commissioners must receive notice and an opportunity to be heard before they can be removed. In this memorandum we indicate at-will tenure generally as, "may be removed by the appointing authority," or "serves at the pleasure of the appointing authority," and for-cause tenure generally as, "removal under §15.105 of the Charter" or "may be removed only for cause."

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Under the Charter, the Mayor may suspend most for-cause commissioners and all elected office holders for official misconduct. For some boards and commissions, the Mayor may suspend only his or her appointee(s). (Charter §15.105(b).) "Official misconduct" is defined in Charter section 15.105(e):

Official misconduct means any wrongful behavior by a public officer in relation to the duties of his or her office, willful in its character, including any failure, refusal or neglect of an officer to perform any duty enjoined on him or her by law, or conduct that falls below the standard of decency, good faith and right action impliedly required of all public officers and including any violation of a specific conflict of interest or governmental ethics law. When any City law provides that a violation of the law constitutes or is deemed official misconduct, the conduct is covered by this definition and may subject the person to discipline and/or removal from office.

Removal is mandatory upon conviction of a felony crime involving moral turpitude. (Charter §15.105(c).)

Upon suspending a public officer under the Charter, the Mayor must immediately notify the Ethics Commission and Board of Supervisors of the suspension in writing. The Mayor must present written charges against the officer to the Ethics Commission and Board of Supervisors at or before their next regularly scheduled meetings following such suspension. The Mayor must also immediately furnish a copy of the charges to the officer, who has the right to appear with counsel before the Ethics Commission in his or her defense. After the hearing, the Ethics Commission must recommend to the Board of Supervisors whether the charges should be sustained. If, after reviewing the complete record, the Board of Supervisors sustains the charges by no less than a three-fourths vote of all eleven members (*i.e.*, nine votes), the suspended officer is removed from office. If the charges are not sustained, or not acted on by the Board of Supervisors within 30 days of receipt of the record from the Ethics Commission, the suspended officer is reinstated.

The law creating several City boards and commissions allows for "automatic" removal of members if they do not meet certain attendance requirements. These procedures are noted below, where applicable, in the description of each board or commission. City boards and commissions may not impose such automatic removal requirements through their own by-laws.

Removal requirements for members of legally separate board and commission-type entities created under state or federal law, including multi-county agencies, are governed by the laws and agreements and by-laws applicable to each of those entities. They vary from entity to entity. A summary of the removal provisions for each such entity is included in its individual section of this memorandum. (See Memorandum sections II.C. and D.)

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(8) RECALL OF COMMISSIONERS

Any member of the Airport Commission, Ethics Commission or the Public Utilities Commission may be recalled by the voters as provided in Charter §14.103 and by the laws of the State of California. Any member of the Port Commission may also be recalled by the voters. (Charter §§4.114, 14.103.) But no recall petition may be initiated for any officer whose term of office ends in six months or less. (California Elections Code §11007.)

(9) RESIGNATION BY COMMISSIONERS

Under San Francisco Administrative Code section 16.89-15, any member of a City board or commission may resign by presenting a written resignation to the body or officer that appointed the member. An oral statement of resignation alone is not sufficient. Such resignation becomes effective at the time the office of the appointing authority receives the written resignation, unless otherwise stated in the resignation. (Administrative Code §16.89-16.) For instance, a notice of resignation could state that the resignation will become effective once the appointing officer designates a new appointee. An offer of resignation, while indicating the office holder's willingness to vacate the office, does not, by itself, constitute a resignation. For further information see City Attorney Opinion No. 2007-01 "Laws Governing Resignations of Appointed City Officers," which is available on the City Attorney's website (<http://www.sfcityattorney.org/Modules/ShowDocument.aspx?documentid=111>).

(10) CONFLICTS OF INTEREST

Members of boards and commissions are subject to a number of state and local laws governing conflicts of interest. These laws include restrictions on the ability of officials to participate in decisions in which they have a financial interest, as well as limitations on the receipt of gifts, lobbying, and the holding of incompatible offices. Please refer to the most recent City Attorney's "Good Government Legal Guide -- An Overview of the Laws Governing the Conduct of Public Officials," for an overview of these laws. This Guide is available on the City Attorney's website (<http://www.sfcityattorney.org/index.aspx?page=7>).

(11) THE ROLE OF COMMISSIONS AND COMMISSIONERS

A City commission is authorized to establish plans, policies and goals for the department, while the department head is responsible for the day-to-day management and administration of the department. Individual commissioners have no power over the department or the department head. As a body, the commission may set administrative policy for the department, provided that it gives its direction solely through the department head. If the department head does not follow the commission's instructions on a particular administrative matter, the commission may either accept the department head's decision or remove him or her. The board or commission may choose to express its displeasure without removing the department head. Certain department

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heads may only be removed for cause; others may have employment contracts. Except for purposes of inquiry, individual commissioners may not initiate or take actions in their official capacity without commission authorization. Further, individual commissioners may not interfere with the administration of the department. (For a more in-depth discussion of the role of commissions, commissioners, and department heads, please see City Attorney Opinion No. 2003-01, which is available on the City Attorney's website at <http://www.sfcityattorney.org/Modules/ShowDocument.aspx?documentid=77.>)

Some boards or commissions exercise both the above-described oversight functions and specific quasi-judicial functions in areas such as permitting, licensing, or discipline (*e.g.*, the Planning Commission, the Municipal Transportation Agency, the Entertainment Commission, and the Police and Fire Commissions). Others, such as the Board of Appeals, exist exclusively as quasi-judicial bodies to hear and decide matters within the jurisdiction conferred by state statute, City ordinance or the Charter.

B. APPOINTMENT AND REMOVAL OF DEPARTMENT HEADS SERVING UNDER BOARDS OR COMMISSIONS

The Charter empowers the Mayor to appoint and to seek removal of most department heads serving under boards and commissions. The Mayor has the power to appoint department heads from among three or more nominees submitted by a board or commission. But, the Mayor may appoint a department head even though the Commission submitted fewer than three nominations. The City Attorney's Office has given long-standing public advice that the three-nominee process is intended to give the Mayor a range of selection. If the Mayor does not object, the board or commission may submit fewer than three nominees. While the Mayor may indicate a preferred nominee before the board or commission submits its nominee(s), the board or commission is not legally obligated to honor the Mayor's preference.

Generally, the Mayor may seek removal of most department heads by recommending removal of a department head to the appropriate board or commission, which must act on the recommendation by removing or retaining the department head within 30 days. Failure to timely act on the Mayor's recommendation constitutes official misconduct. (Charter §§3.100(18), 4.102(6).) Exceptions to these procedures for appointing and removing department heads are noted below, where applicable, in the description of each board or commission.

C. BOARDS OF MULTI-COUNTY AGENCIES

The City is a member of several multi-county agencies that neither the Charter nor the Municipal Code creates. These agencies are separate legal entities with their own power to sue and be sued, to create bonded indebtedness, enter contracts, and in some cases, to exert regulatory authority. Generally, each member city, county, or other public agency is authorized to appoint one or more directors to a multi-county board of directors. For the City, appointments are usually divided between the Mayor and the Board of Supervisors, but other City agencies such as the Municipal Transportation Agency have been granted appointment authority for some

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bodies. In this section we provide background on the two types of multi-county agencies discussed in this memorandum.

The first type of agency is created by state statute and derives its authority from the state legislature. The Metropolitan Transportation Commission, the Bay Area Air Quality Management District, and the Golden Gate Bridge Highway Transit District fall into this category. State statutes empower eligible counties to appoint representatives to the board of directors and enumerate the specific powers of each agency. A mayor, board of supervisors, or other appointing authority may limit the appointment by term, removal conditions, or any other provision that is not specifically covered by state law. To determine the term and conditions of an appointee's tenure one must consider the statute that created the agency and any declaration or resolution making the appointment.

The second type of multi-county agency, a "joint powers authority," is created by agreement between public agencies and derives its authority from a contract known as a "joint powers agreement." State law authorizes two or more public agencies to create a joint powers authority and to endow the new entity with some or all the powers of the parties to the contract. A joint powers agreement enumerates the powers and limitations that the member agencies have granted to or withheld from a joint powers authority. Each member generally appoints one or more representatives to a board of directors as set forth in the agreement. Unless specified in the joint powers agreement, each member retains authority over limitations such as term and removal of its own appointees. The Transbay Joint Powers Authority, the Peninsula Corridor Joint Powers Board, and the Association of Bay Area Governments fall into the category of multi-county joint powers authorities. To determine the terms and conditions of an appointee's tenure one must consider any resolutions that authorized entry into the joint powers agreement, the joint powers agreement itself, and specific resolutions or declarations of appointment.

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II. ENUMERATION OF BOARDS, COMMISSIONS, AND OTHER ENTITIES¹**A. CHARTER-CREATED BOARDS, COMMISSIONS, AND OTHER ENTITIES****AIRPORT COMMISSION****CHARTER §4.115**

Purpose: The Airport is an enterprise department of the City. The Commission is in charge of the construction, management, supervision, maintenance, extension, operation, use and control of all property, as well as the real, personal and financial assets that are under the Commission's jurisdiction. Subject to the approval, amendment or rejection of the Board of Supervisors of each issue, the Commission has exclusive authority to plan and issue revenue bonds for airport-related purposes.

Members: Consists of five members appointed by the Mayor under Charter §§3.100(17) and 4.115.

Term: Four years. (Charter §4.115.)

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105. Alternatively, voters may recall members under Charter §14.103.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$100 per month or meeting.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(2).)

Appointment and Removal of Department Head: Under Charter §§3.100(18), 4.102(5), and 4.115, the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission, "on the basis of executive, administrative and technical qualifications." (Charter §4.115). The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head. The Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

¹ References to "Charter" or "Code" in this document are to the City and County of San Francisco Charter and Municipal Codes (*e.g.*, Administrative Code, Campaign and Governmental Conduct Code, Environment Code, Planning Code, etc.), unless otherwise stated. References to "Board of Supervisors" are to the City and County of San Francisco Board of Supervisors.

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ARTS COMMISSION**CHARTER §5.103**

Purpose: The Commission encourages artistic awareness, participation and expression; education in the arts; and approves the design of all public and private structures that extend on City property. The Commission also: (1) administers the Art Enrichment Ordinance (Administrative Code §3.19); (2) approves the design and location of all City works of art and maintains the City's art collections; (3) promotes a neighborhood arts program and City-owned cultural centers and administers the Cultural Equity Endowment Fund; and (4) administers the Street Artists' Program.

Members: Consists of 15 members appointed by the Mayor under Charter §3.100(17). Eleven members must be practicing arts professionals, including two architects, a landscape architect, and representatives of the performing, visual, literary, and media arts; and four members must be lay members. The President of the Planning Commission, or a member of the Planning Commission designated by the President, serves *ex officio*. Charter §5.100 requires the Mayor to fill vacancies on the Commission within 90 days.

Term: Four years.

Removal: May be removed by the Mayor.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$25 for a half day.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(3).)

Appointment and Removal of Department Head: The Commission appoints and may remove the Department Director.

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ASIAN ART COMMISSION**CHARTER §§5.102, 5.104**

Purpose: The Commission controls and manages the City's Asian art collection with the Avery Brundage Collection as its nucleus, consistent with the conditions applicable to the Brundage Collection and other gifts; maintains a charitable foundation or other legal entity for the purpose of developing the Asian Art Museum; promotes, establishes and develops an acquisition fund for Asian art objects; and collaborates with other groups and institutions to extend and deepen the activities necessary to establish the Asian Art Museum as the outstanding center of Asian art and culture in the western world. (Charter §5.104)

Members: Consists of 27 members appointed by the Mayor. Those appointments are not subject to Board of Supervisors disapproval. In filling vacancies, the Mayor solicits nominations from the Commission, giving due consideration to nominees' knowledge, experience, education, training, interest, or activity in the fields of Asian art and culture. Charter §5.102 exempts Commissioners from the elector requirement. Charter §5.100 requires that vacancies on the Commission be filled within 90 days.

Term: Three years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Prohibited. (Charter §5.102.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(4).)

Appointment and Removal of Department Head: The Commission appoints and may remove the Director. (Charter §5.102.)

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BOARD OF APPEALS**CHARTER §4.106**

Purpose: The Board of Appeals, formerly called the Board of Permit Appeals, is a quasi-judicial body that hears and decides appeals from departmental decisions involving the grant, denial, suspension, or revocation of permits, licenses, variances, zoning administrator determinations and other use entitlements by various commissions, departments, bureaus, agencies and officers of the City and County of San Francisco.

Members: Consists of five members. The Mayor nominates three members and the President of the Board of Supervisors nominates two members. Each nomination is subject to approval by the Board of Supervisors, and is the subject of a public hearing and vote within 60 days. If the Board fails to act on the nomination within 60 days of the date the nomination is transmitted to the Clerk of the Board of Supervisors, the nominee is deemed approved. The appointment becomes effective on the date the Board adopts a motion approving the nomination, or, if the Board does not act, 60 days after the date the nomination is transmitted to the Clerk of the Board of Supervisors.

Term: Four years.

Midterm Vacancies: Vacancies are filled by the appointing officer.

Removal: May be removed by the appointing officer only for official misconduct under Charter §15.105.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$50 per meeting for up to four meetings per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(6).)

Appointment and Removal of Department Head: The Board appoints and may remove an Executive Secretary, who serves as Department Head.

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BUILDING INSPECTION COMMISSION**CHARTER §4.121**

Purpose: The Commission oversees the Building Inspection Department, which is responsible for the enforcement, administration and interpretation of the City's Housing, Building, Mechanical, Electrical, and Plumbing Codes. The Commission also hears appeals from certain decisions of the Department of Building and Inspection and the Department of Public Works. Members of the Commission serve as members of the Abatement Appeals Board, which hears appeals from the Director of Building Inspection's abatement orders. (Charter, Appendix D, §D3.750-4.)

Members: Consists of seven members. The Mayor appoints four members: a structural engineer, a licensed architect, a residential builder (who must be a licensed contractor), and a representative of a community-based non-profit housing development corporation. The President of the Board of Supervisors appoints three members: a residential tenant, a residential landlord, and a member of the general public. (Charter §3.100(17) does not apply.)

Term: Two years.

Midterm Vacancies: Filled by the appointing officer.

Removal: May be suspended by the appointing officer and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Prohibited. (Charter §D3.750-1.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(7).)

Appointment and Removal of Department Head: The Commission appoints and may remove the department head.

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**CHILDREN'S FUND CITIZENS' ADVISORY
COMMITTEE****CHARTER §16.108(n)**

Purpose: The Committee advises the Department of Children, Youth and Their Families (or other agency administering the Children's Fund in the event the Department no longer exists) and the Mayor concerning the Children's Fund.

Members: Consists of 15 members appointed by the Mayor, who are not subject to disapproval by the Board of Supervisors. At least three members of the Committee must be parents and at least three members must be less than 18 years old at the time of appointment. For each of the following areas, there must be at least one Committee member with professional expertise in that area: early childhood development, childcare, education, health, recreation and youth development.

Term: Three years.

Removal: May be removed by the Mayor.

Compensation: None.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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CIVIL SERVICE COMMISSION**CHARTER §§10.100, 10.101**

Purpose: The Commission's primary purpose is to maintain a fair, credible and robust merit system of employment for City employees. To that end, the Commission adopts rules, policies and procedures to implement and refine provisions in the Charter and City Codes pertaining to the merit system. Also, the Commission hears appeals of certain decisions made by departments and the Director of Human Resources pertaining to the operation of the civil service system. The Commission performs several ancillary roles, such as setting the salaries for elected City officials and providing a recommendation as to prevailing wage rates that must be paid by City contractors.

Members: Consists of five members, no fewer than two of whom must be women, appointed by the Mayor under Charter §3.100(17). In addition to the oath required by the California Constitution, Commission members must take the following oath: "I am opposed to appointments to the public service as a reward for political activity and will execute the office of Civil Service Commissioner in the spirit of this declaration."

Term: Six years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105. (Charter §§10.100, 15.105.)

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$100 per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(8).)

Appointment and Removal of Department Head: Under Charter §10.101, the Commission appoints an Executive Assistant to be the administrative head of its affairs. The Executive Assistant serves at the Commission's pleasure.

Also, under Charter §10.103, the Mayor appoints the Director of the Human Resources Department from candidates nominated by the Civil Service Commission; the appointment must be confirmed by vote of the Board of Supervisors. (Oath and qualifications, Charter §10.103.) The Human Resources Director serves at the pleasure of the Mayor, provided that the Mayor's removal of the Human Resources Director may be rejected by a four-fifths vote of the Commission. Failure of the Commission to act within 30 days is deemed approval of the Mayor's action.

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COMMISSION ON AGING**CHARTER §4.120**

Purpose: The Commission is charged with developing policy goals for seniors in accordance with federal law; providing a coordinated service delivery system for delivery of services to assist senior citizens (*e.g.*, meals, senior day care), including establishing standards for services, assessing services, awarding grants for service, and making an annual report to the Boards of Supervisors on service delivery and coordination. The Commission is also authorized to serve as an advocate and focal point for senior programs in the City. Also, the Commission is the designated Area Agency on Aging for the City and County under federal law. (Administrative Code §§5.52, 5.53.)

Members: Consists of seven members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be removed by the Mayor.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$25 per meeting for attending up to two meetings per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(9).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

The Director of the Commission on Aging may also serve as the Department Head for the Department of Aging and Adult Services, but may not receive any extra compensation solely by virtue of this dual appointment. Authority for this dual appointment is found in the fiscal year budget ordinances. (See, *e.g.*, Administrative Provisions for fiscal year 2000-2001, Board of Supervisors Ordinance No. 180-00, page 130, and budget ordinances for subsequent years.)

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COMMISSION ON THE ENVIRONMENT**CHARTER §4.118**

Purpose: The Commission has the authority to review and make recommendations on any policy proposed for adoption by any City agency regarding conformity with the long-term plans for environmental sustainability, except for those regarding building and land use. The Commission investigates and makes recommendations to all City agencies related to City operations and functions, such as: solid waste management, recycling, energy conservation, and natural resource conservation. It oversees the Department of the Environment's implementation of specific programs, including grants, pesticide management, resource efficiency, environmental inspections, toxics, urban forestry and natural resources, habitat restoration, and hazardous materials. The Commission conducts public education and outreach to the community on environmental issues. (Charter §4.118.)

Members: Consists of seven members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be removed by the Mayor.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$25 per meeting for attending up to two meetings per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(10).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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COMMISSION ON THE STATUS OF WOMEN**CHARTER §4.119**

Purpose: The Commission develops and recommends policies and practices for the City and County to reduce the particular impacts on women and girls of problems such as domestic violence, sexual harassment, employment and health care inequity, and homelessness. The Commission also advocates on behalf of women and girls in such areas. (Charter §4.119.)

Members: Consists of seven members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$25 per meeting.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(11).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the department head, and the Commission must act on the Mayor's recommendation by removing or retaining the department head within 30 days. (Charter §4.102(6).)

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ELECTIONS COMMISSION

CHARTER §§13.103.5, 13.104,
13.105, 15.105

Purpose: The Commission sets general policies for the Department of Elections and is responsible for the proper administration of the general practices of the Department, subject to the budgetary and fiscal provisions of this Charter. Additionally, the Commission approves written plans before each election, submitted by the Director of Elections, detailing the policies, procedures, and personnel that will be used to conduct the election and an assessment of how well the plan succeeded in carrying out a free, fair and functional election. (Charter §13.103.5.)

Members: Consists of seven members. The Mayor appoints one member with a background in the electoral process. (Charter §3.100(17) does not apply to the Mayor's appointment.) The City Attorney appoints a member with a background in election law. The Treasurer appoints a member with a background in financial management. The District Attorney, Public Defender, the Board of Education of the San Francisco Unified School District, and the Board of Supervisors, each appoints a member broadly representative of the general public.

No member or employee of the Commission may hold any other City or County office or be an officer of a political party. No member or employee of the Commission may be a registered campaign consultant or registered lobbyist, or be employed by or receive gifts or other compensation from a registered campaign consultant or registered lobbyist. No member or employee of the Commission may hold any other employment with the City and County. No member or employee may participate in any campaign supporting or opposing a candidate or a ballot measure that appears on the San Francisco ballot, other than candidates seeking election to federal or statewide office. Participation in a campaign includes, but is not limited to, making contributions or soliciting contributions to any committee, publicly endorsing or urging endorsement of any candidate or ballot measure, or participating in decisions by organizations to participate in a campaign. If a person appointed to the Commission is, at the time of appointment, an officer or employee as prohibited above, that person can only serve on the Commission if he or she resigns from that position within 30 days of appointment. (Charter §13.103.5.)

Term: Five Years. No person may serve more than two consecutive five-year terms. Service of more than two and one-half years of a five-year term is deemed to be one full term. Any person who completes two successive five-year terms may not be reappointed to the Commission until at least five years after the expiration of the second successive term in office.

Midterm Vacancies: Filled by authority who appointed the member vacating office.

Removal: May be suspended by the appointing authority and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Prohibited. (Charter §13.103.5.)

Health Benefits: Eligible for health benefits. (Charter §§12.202, 13.103.5, A8.420; Administrative Code §1.150.)

Appointment and Removal of Department Head: The Commission appoints a Director of Elections from a list of qualified applicants under the Civil Service provisions of the Charter, to a five-year term. If the Director completes an initial probationary period, he or she may be removed by the Commission only for cause, upon written charges and following a hearing. The

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Director has the right to appeal his or her removal to the Civil Service Commission. No less than 30 days before expiration of the Director's term the Commission must appoint a Director for the next term, who may but need not be the incumbent Director. (Charter §13.104.) (See City and County of San Francisco Civil Service Commission Rule 114, Article IX "Director of Elections.")

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ELECTIONS TASK FORCE**CHARTER §13.110**

Purpose: Within 60 days following publication of the decennial federal census, the Director of Elections must report to the Board of Supervisors whether existing supervisorial districts continue to meet the requirements of federal, state and local law. If it is determined that any of the districts are not in compliance with such laws, the Board of Supervisors must convene the Elections Task Force, which must redraw the district lines to conform to federal, state and local laws.

Members: Consists of nine voting members and one non-voting member. The Mayor, the Board of Supervisors, and the Elections Commission each appoint three members. The Director of Elections serves *ex officio* as a non-voting member. The Mayor's appointees are not subject to disapproval by the Board of Supervisors.

Term: Not specified.

Removal: Not specified.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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ENTERTAINMENT COMMISSION**CHARTER §4.117;
ADMINISTRATIVE CODE CHAPTER 90**

Purpose: The Commission promotes the use of City facilities for cultural, entertainment, athletic and similar events that generate revenue for the City; fosters harm reduction policies in conjunction with, including, but not limited to, reduction of risks from substance use, hearing protection, heat exhaustion, and relevant health and safety measures; mediates disputes between persons affected by cultural, entertainment, athletic and similar events and establishments, and the organizers of such events and operators of such establishments; and develops and recommends to the Mayor and Board of Supervisors "good neighbor policies" that appropriately balance the cultural, economic, employment and other benefits of a vibrant entertainment and late-night entertainment industry with the needs of residents and businesses in the vicinity of entertainment venues. The Commission must accept entertainment-related permit applications, review, gather information regarding, conduct public hearings, and grant or deny such permits. Additionally, the Entertainment Commission plans and coordinates the provision of City services for major events for which there is no recognized organizer, promoter, or sponsor.

(Administrative Code §90.1.)

Members: Consists of seven members. The Mayor nominates four members, and the Board of Supervisors appoints, by motion, three members. Each mayoral nominee is subject to approval by the Board of Supervisors, and is the subject of a public hearing and vote within 60 days. All appointments to the Commission become effective on the date the Board of Supervisors adopts a motion of approval. Also, for mayoral nominees, the nomination is deemed approved on the 61st day following the date of its transmittal to the Clerk of the Board of Supervisors if the Board fails to act upon the nomination before such date.

Of the four members nominated by the Mayor, one each must represent the interests of: City neighborhood associations or groups; entertainment associations or groups; the urban planning community; and the law enforcement community. Of the three members appointed by the Board of Supervisors, one each must represent the interests of: City neighborhood associations or groups; entertainment associations or groups; and the public health community.

Term: Four years. To stagger the terms of the members, the initial appointments to the Commission were as follows: the Mayor nominated two members to serve terms of four years, one member to a term of three years, and one to a term of two years. The Board of Supervisors appointed one member to a term of four years, one to serve a term of three years, and one to a term of two years.

Removal: Members nominated by the Mayor may be suspended by the Mayor and removed by the Board of Supervisors only as set forth under Charter §15.105. Members appointed directly by the Board of Supervisors may be suspended by a motion of the Board of Supervisors approved by six votes and may be removed by the Board of Supervisors only as set forth in Charter §15.105. (Charter §4.117.)

Compensation: \$50 per meeting. (Administrative Code §90.3(d).)

Health Benefits: Eligible for health benefits. (Charter §12.202; Administrative Code §16.700(c)(15).)

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Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Executive Director from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Executive Director on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Executive Director, and the Commission must act on the Mayor's recommendation by removing or retaining the Executive Director within 30 days. (Charter §4.102(6).)

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ETHICS COMMISSION

CHARTER §§15.100

Purpose: The Commission is responsible for the implementation, administration and interpretation of local laws relating to political campaigns, lobbying, conflicts of interest, governmental ethics, open meetings, and public records. The Commission provides advice to City officers, candidates for City office and City employees regarding these laws and proposes amendments, rules and regulations for such laws when necessary. The Commission also investigates complaints about possible violations of these laws and performs audits of campaign committees. Finally, the Commission serves as the filing officer for campaign statements, lobbyist disclosure forms, financial disclosure forms, campaign consultant statements and sunshine ordinance declarations. (Charter §§15.102, C3.699-11, C3.699-12, C3.699-13.)

The Commission also has a limited legislative role because some amendments to local campaign finance and conflict of interest laws must be approved by a four-fifths vote of the Commission plus a two-thirds vote of the Board of Supervisors. (Campaign & Governmental Conduct Code §§1.103, 3.204.) By a four-fifths vote, the Commission may place on the ballot at the next succeeding general election any City ordinance that the Board of Supervisors is empowered to pass relating to conflicts of interest, campaign finance, lobbying, campaign consultants or governmental ethics. (Charter §15.102.)

Members: Consists of five members. The Mayor appoints one member with a background in public information and public meetings. (Charter §3.100(17) does not apply to the Mayor's appointment.) The Board of Supervisors and the District Attorney each appoint one member broadly representative of the general public. The City Attorney appoints one member with a background in government ethics law. The Assessor appoints one member with a background in campaign finance.

Members are subject to the following restrictions. No member or employee of the Commission may: hold any other City or County office or be an officer of a political party; be a registered lobbyist or campaign consultant, or be employed by or receive gifts from either a registered lobbyist or campaign consultant; hold any other employment with the City or County; or participate in any campaign supporting or opposing a candidate for City elective office, a City ballot measure, or a City officer running for elective office.

Term: Six years. No person may serve more than one six-year term; but, persons appointed to fill a vacancy for an unexpired term with less than three years remaining or to serve an initial term of less than three years are eligible to be appointed to one additional six-year term. Also, any person who completes a term as a Commissioner is eligible for reappointment six years after the expiration of his or her term.

Midterm Vacancies: In the event that a midterm vacancy occurs, the officer who appointed the member vacating the office appoints a qualified person to complete the remainder of the term.

Removal: May be suspended by the appointing authority and removed by the Board of Supervisors for official misconduct under Charter §15.105. Alternatively, voters may recall members under Charter §14.103.

Compensation: Prohibited. (Charter §15.100.)

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Health Benefits: Eligible for health benefits. (Charter §§12.202 and 15.100; Administrative Code §16.700(c)(14).)

Appointment and Removal of Department Head: The Commission appoints and may remove the Executive Director. (Charter §15.101.)

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FINE ARTS MUSEUMS BOARD OF TRUSTEES

CHARTER §§5.102, 5.105

Purpose: The Board of Trustees is responsible for the protection and conservation of the assets of the Fine Arts Museums and for setting the public course the Museums will follow. The Fine Arts Museums consist of the California Palace of the Legion of Honor and the M.H. de Young Memorial Museum. The Board assures that the Museums are open, accessible and vital contributors to the cultural life of the City and County, and that the Museums' programs bring art appreciation and education to all the people of the City and County. Additionally, the Board may enter into agreements with a not-for-profit or other legal entity to develop or operate the museums and to raise and maintain funds for the Museums' support. (Charter §5.105.)

Members: Consists of no more than 62 trustees, elected by members of the Fine Arts Museums Board of Trustees. This is a self-perpetuating body. Under the 1932 Charter, the Mayor and the President of the Recreation and Park Commission were *ex officio* members. While the 1996 Charter does not provide such a role for the Mayor or the President of the Recreation and Park Commission, the Board of Trustees has listed the Mayor and the President of the Recreation and Park Commission as *ex officio* members in its Bylaws. In selecting members to serve on the Board, the Board of Trustees must give due consideration to nominees who are broadly representative of the diverse communities of the City and County and knowledgeable in the fields of art and culture, as demonstrated by their experience, training, interest or philanthropic activities. At least a majority of the Board of Trustees' members must be residents of the City and County. On a vote of the majority of members, the number of Trustees may be increased or decreased from time to time as needed, provided that the number of Trustees shall not be more than 62, and provided further that a vote to decrease the number shall not affect the power or tenure of any incumbent. Charter §5.100 requires that vacancies on the Board of Trustees be filled within 90 days.

Term: Three years. (Charter §5.102.)

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Prohibited. (Charter §5.102.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(17).)

Appointment and Removal of Department Head: The Fine Arts Museum Board appoints and may remove a Director. (Charter §5.102.)

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FIRE COMMISSION**CHARTER §4.108**

Purpose: The Fire Commission oversees the Fire Department and ensures that the Department effectively implements the mission of the Fire Department to: protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; save lives by providing emergency medical services; prevent fires through prevention and education programs; and provide a work environment that values health, wellness and cultural diversity that is free of harassment and discrimination. The Commission exercises powers and duties as provided in Charter §§4.100-4.104, §4.108, and §§A8.343-A8.345 and related provisions of law.

Members: Consists of five members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be removed by the Mayor.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$100 per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(18).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Fire Chief from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Fire Chief on its own initiative.

Alternatively, the Mayor may recommend that the Commission remove the Fire Chief, and the Commission must act on the Mayor's recommendation by removing or retaining the Fire Chief within 30 days. (Charter §4.102(6).)

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HEALTH COMMISSION**CHARTER §4.110**

Purpose: The Health Commission together with the Public Health Department manage and control the City and County hospitals and emergency medical services, and in general provide for the preservation, promotion and protection of the physical and mental health of the inhabitants of the City and County, except where the Charter grants such authority to another officer or department. The Commission and the Department also determine the nature and character of public nuisances and provide for their abatement. (Charter §4.110.)

Members: Consists of seven members appointed by the Mayor under Charter §3.100(17). Less than a majority of the members can be direct care providers.

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$50 per meeting.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(21).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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HEALTH SERVICE BOARD**CHARTER §§12.200, 12.201**

Purpose: The Board contracts for and administers health plans for members and their dependants. The Board establishes and maintains detailed historical costs for medical and hospital care and conducts an annual review of such costs; makes rules and regulations for administering the business of the Health Service System; and acts upon appeals from Health Service System members and those who have contracted to render medical care to the members. (Charter §12.200.)

Members: Consists of seven members: one member of the Board of Supervisors appointed by the President of the Board of Supervisors; two members appointed by the Mayor under Charter §3.100(17), one who regularly consults in the health care field, and one who is a doctor of medicine; and four members elected by the active and retired members of the Retirement System from among their members. Elected members need not reside within the City.

Term: Five years, expiring on May 15 of each year (except the Board of Supervisors' member who serves *ex officio* without a specified term).

Midterm Vacancies: Midterm vacancies in seats on the Board appointed by the Mayor are filled by the Mayor. A vacancy in an elective office on the Board is filled by a special election within 90 days after the vacancy occurs, unless a regular election is to be held within the next six months after such a vacancy has occurred.

Removal: Members appointed by the Mayor may be removed by the Mayor. The President of the Board of Supervisors may appoint a different member of the Board of Supervisors' member to sit at any time.

Compensation: Not specified.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(22).)

Appointment and Removal of Department Head: Under Charter §12.201 the Health Service Board appoints the medical director who holds office at the Health Service Board's pleasure.

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**HISTORIC PRESERVATION
COMMISSION****CHARTER §4.135**

Purpose: The Commission advises the City on historic preservation matters, approves Certificates of Appropriateness for landmarks or for resources located in historic districts under Article 10 of the Planning Code, and approves Permits to Alter for certain downtown buildings under Article 11 of the Planning Code. The Commission may initiate the designation of a particular property as a landmark or geographic collections of properties as an historic district, and recommend approval, disapproval or modification of proposed nominations of properties and districts under the Planning Code, as well as to State and Federal registers. The Commission must review and make recommendations to the Board of Supervisors on applications for Mills Act contracts. The Commission must recommend a Preservation Element of the General Plan to the Planning Commission. The Commission also reviews and comments on projects affecting historical resources under the California Environmental Quality Act and the National Historic Preservation Act. The Board of Supervisors must refer certain matters to the Commission for a written report, including, but not limited to, ordinances and resolutions concerning historic resources.

Members: Consists of seven voting members nominated by the Mayor and subject to the approval of a majority of the Board of Supervisors. The appointed members must be specifically qualified by reason of training or experience in the historic and cultural traditions of the City and interested in the preservation of the City's historic structures, sites and areas. Additionally, Seats 1 and 2 must be licensed architects, Seat 3 must be an architectural historian, and Seat 4 must be an historian, all of whom must meet the Secretary of the Interior's Professional Qualification Standards for their respective fields. Seat 5 must be an historic preservation professional or other professional as set forth in Charter §4.125, Seat 6 must be from a list of professions set forth in Charter §4.125, and Seat 7 is at large.

Term: Of the original appointments, the four odd-numbered seats are for a four-year term and the three even-numbered seats are for a two-year term; then, all seats are four-year terms.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Not specified.

Health Benefits: Eligible for health benefits.

Appointment and Removal of Department Head: The Planning Director, department head of the Planning Department, executes the duties that would otherwise be executed by a Historic Preservation Commission department head. The Commission does not govern a department and does not have appointment or removal authority over the Planning Director.

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HUMAN RIGHTS COMMISSION

**CHARTER §4.107;
ADMINISTRATIVE CODE §12A.4**

Purpose: The Commission itself and through overseeing the City department of the same name, advocates for the human and civil rights of all persons by: investigating and mediating complaints of unlawful discrimination in public contracting, employment, housing and public accommodations; studying, investigating, mediating and making recommendations concerning intergroup tensions; implementing ordinances prohibiting discrimination in contracting, including the Local Business Enterprise and Non-Discrimination in Contracting Ordinance; and providing technical assistance, information and referrals related to discrimination and human rights to individuals, community groups, businesses and government agencies.

Members: Consists of 11 members appointed by the Mayor under Charter §3.100(17).

Terms: Four years.

Removal: May be removed by the Mayor.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$50 per meeting for attending up to two meetings per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(23).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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HUMAN SERVICES COMMISSION**CHARTER §4.111**

Purpose: The Commission formulates, evaluates and approves goals, objectives, plans and programs, and sets policies consistent with the overall objectives of the City, for City public assistance programs (including programs for the indigent such as Medi-Cal and welfare to work, and including the care and custody of abused and neglected children). (Charter §4.111.)

Members: Consists of five members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: None. (But, the Mayor and the Board of Supervisors could set compensation as part of the City budget under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(21).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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JUVENILE PROBATION COMMISSION**CHARTER §7.102**

Purpose: The Commission oversees the Juvenile Probation Department, including review of current policies and procedures to ensure that the Department promotes the safety and welfare of juveniles entering the juvenile justice system and follows state and court mandates for protection of the juveniles. The Commission also serves as a resource for positive change in the lives of youth and their families, accountability to victims, and the protection of the public.

Members: Consists of seven members appointed by the Mayor under Charter §7.102. The Mayor appoints two of the members from lists of eligibles submitted by the Superior Court. A member may serve concurrently as a member of the Juvenile Justice Commission created by state law, and as a member of the Juvenile Probation Commission.

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$25 per meeting for attending up to two meetings per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(25).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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**LAW LIBRARY BOARD
OF TRUSTEES**

**CHARTER §8.103;
CALIFORNIA STATUTES 1869-1870,
CHAPTER 173 §1, PAGE 235, UNCODIFIED**

Purpose: The Law Library Board of Trustees oversees the San Francisco Law Library, which was created by State Law. The San Francisco Law Library provides free access and use of legal reference material to the Judiciary, the Bar, City and State officials and members of the public. Currently, the Law Library system includes a main library located in the Veteran's War Memorial Building, a financial district branch located in the Monadnock Building, and a reference room in the Civic Center Courthouse.

Members: Consists of 12 members: seven attorney members from the San Francisco Bar appointed by members of the Law Library Board of Trustees; and five *ex officio* members, consisting of the Mayor, the Presiding Judge, and three judges of the Appellate Department of the Superior Court.

Term: Indefinite.

Midterm Vacancies: All midterm vacancies on the Board are filled by the Board.

Removal: Not specified. (The City Attorney should be consulted for direction.)

Compensation: Fixed by the executive officer with approval of the Board of Trustees.

Health Benefits: Eligible for health benefits. (Charter §12.202; Administrative Code §§1.150, 16.700(c)(26).)

Appointment and Removal of Department Head: The Board of Trustees appoints and may remove the librarian, who is the Executive Officer.

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LIBRARY COMMISSION**CHARTER §8.102**

Purpose: The Library Commission is the policy-making body that oversees the San Francisco Public Library. The Library system includes the Main Library, 27 branch libraries, and a bookmobile service. The Library Commission oversees implementation of the Branch Library Improvement Program, approved by San Francisco voters in November 2000, which calls for 16 branches to be renovated, four leased facilities to be replaced with City-owned buildings, three branches to be replaced with new buildings, and one brand-new branch to be constructed in Mission Bay.

Members: Consists of seven members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be removed by the Mayor.

Compensation: None. (But, the Mayor and the Board of Supervisors could set compensation as part of the City budget under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(27).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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**MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS****CHARTER §8A.102**

Purpose: The Board of Directors of the Municipal Transportation Agency and the Director of Transportation oversee the San Francisco Municipal Transportation Agency (SFMTA), which operates the City's public transit service, the Municipal Railway. (Charter §§8A.101(a), 8A.102(c).) Through its Parking and Traffic and Off-Street Parking divisions, the SFMTA is also responsible for traffic regulation and control, traffic engineering, parking enforcement, and administration of 40 off-street parking facilities (18 garages, 22 lots). (Charter §§8A.101(a), 8A.112, 8A.113.) Through its Taxi and Accessible Services division, the SFMTA is also responsible for licensing and regulating taxicabs and taxicab drivers in the City, including wheelchair-accessible cabs and other elements of the City's paratransit program.

The Director of Transportation serves at the pleasure of the SFMTA Board of Directors, but has sole control of the agency's administrative matters. (Charter §8A.102(c), (f).) All employees of the SFMTA are subordinate to the Director of Transportation. (Charter §8A.102(d).) Deputy Directors and other at-will SFMTA employees serve at the pleasure of the Director of Transportation (Charter §8A.102(d)), but the agency is subject to the City's civil service system. (Charter §8A.104(b).) The SFMTA is authorized to perform for itself many functions the DHR performs for other City departments. (Charter §8A.104(a), (c) – (n).)

The SFMTA is funded through the Municipal Transportation Fund, a large percentage of which is a guaranteed portion of the City's general fund. (Charter §8A.105.) Revenues from parking meters, off-street parking facilities (garage and metered lots), fines, forfeited bail, penalties for parking violations, and transit fares, are generally dedicated to the SFMTA. (*Id.*)

The SFMTA has more autonomy than most City departments and has exclusive authority over many matters within its jurisdiction. The SFMTA has "exclusive authority over the acquisition, construction, management, supervision, maintenance, extension, operation, use, and control of all property, as well as the real, personal, and financial assets of the Agency." (Charter §8A.102(b)1.) The SFMTA also has exclusive authority over "contracting, leasing, and purchasing by the Agency, provided that any Agency contract for outside services shall be subject to Charter §§10.104(12) and 10.104(15)." (*Id.*) The SFMTA may not transfer ownership of any real property without approval of the MTA Board of Directors and the San Francisco Board of Supervisors. (*Id.*) The SFMTA is subject to Charter §9.118. (Charter §8A.102(h).) The SFMTA is generally subject to City ordinances of general application, but, is solely responsible for the administration and enforcement of such requirements. (Charter §8A.101(d).)

The SFMTA has "exclusive authority to adopt regulations that control the flow and direction of motor vehicle, bicycle and pedestrian traffic, including regulations that limit the use of certain streets or traffic lanes to categories of vehicles and that limit the speed of traffic; and to design, select, locate, install, operate, maintain and remove all official traffic control devices, signs, roadway features and pavement markings that control the flow of traffic with respect to streets and highways within City jurisdiction . . ." (Charter §8A.102(b)7.) But, the Board of Supervisors may by ordinance establish procedures by which the public may seek Board of Supervisors review of decisions regarding the installation or removal of any stop sign or creation

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or elimination of a bicycle lane. (*Id.*) The SFMTA has exclusive authority to adopt parking regulations, including establishing parking privileges, establishing parking meter zones, and setting parking rates, and to adopt policies regarding collection of parking revenues. (Charter §8A.102(b)8, 9.) But, the Board of Supervisors may by ordinance establish procedures by which the public may seek Board of Supervisors review of decisions regarding the creation or elimination of parking meter zones, adoption of any parking time limitation, or disabled parking regulation. (*Id.*)

The SFMTA also has exclusive authority over taxi-related functions and taxi-related fares, fees, charges, budgets, and personnel of the former Taxi Commission. (Charter §8A.101(b).) The Taxi Commission was transferred to the SFMTA in 2009.

The SFMTA Board of Directors also serve *ex officio* as Commissioners of the San Francisco Parking Authority Commission. (Charter §8A.112.) The SFMTA provides administrative support and services to the Parking Authority, which owns six of the City's 18 parking garages.

Members: Consists of seven members appointed by the Mayor and confirmed after a public hearing by the Board of Supervisors. Charter §3.100(17) does not apply. At least four of the directors must be regular riders of the Municipal Railway and continue to be regular riders during their terms. Each director must ride the Municipal Railway an average of once each week during the director's term. Each director must have significant knowledge of, or professional experience in, one or more of the fields of government, finance, or labor relations. At least two of the directors must have significant knowledge of, or professional experience in, the field of public transportation. (Charter §8A.102(a).)

Term: Four years. No person may serve more than three terms. (Charter §8A.102(a).)

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105. (Charter §§8A.102(a), 15.105.)

Compensation: Receive reasonable compensation for attending Agency meetings that does not exceed the average of the two highest compensations paid to members of any board or commission with authority over a transit system in the nine Bay Area counties. Currently, each member is paid \$100 per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(24).)

Appointment and Removal of Department Head: The Municipal Transportation Agency's Board of Directors appoints a Director of Transportation who serves at the pleasure of the Board under an employment contract. (Charter §8A.102(c)1.)

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**MUNICIPAL TRANSPORTATION AGENCY
CITIZENS' ADVISORY COUNCIL****CHARTER §8A.111**

Purpose: The Council provides recommendations to the Municipal Transportation Agency with respect to matters within the jurisdiction of the Agency and presents reports to the Agency's Board of Directors.

Members: Consists of 15 members: one member appointed by each member of the Board of Supervisors, and four members appointed by the Mayor. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. Each member must be a resident of the City. At least ten members must be regular riders of the Municipal Railway, at least two members must use the Municipal's Railway paratransit system, and at least three members must be senior citizens over the age of 60. The membership of the Council shall be reflective of the diversity and neighborhoods of the City and County.

Term: Four years.

Removal: The members serve at the pleasure of their respective appointing authorities.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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PARKING AND TRAFFIC COMMISSION**CHARTER §4.116**

[No longer in existence.]

The Parking and Traffic Commission ceased to exist on July 1, 2002 under November 2, 1999 Proposition E, which repealed Charter §4.116 effective July 1, 2002. On July 1, 2002 the Department of Parking and Traffic was incorporated as a separate department of the Municipal Transportation Agency. The Municipal Transportation Agency's Board of Directors now governs the Department of Parking and Traffic and exercises all remaining powers of the Parking and Traffic Commission, including serving *ex officio* as the governing body of the Parking Authority. (Charter §§8A.100 *et seq.*)

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PLANNING COMMISSION**CHARTER §4.105**

Purpose: The Planning Commission oversees the Planning Department. The Commission must review all proposed amendments to the Planning Code. It is also responsible for periodically recommending amendments to the City's General Plan to the Board of Supervisors and for providing findings regarding consistency with the General Plan before the Board may take action on certain matters. The Commission has review authority over all permits regulated by the Planning Code (Charter §4.105). The Commission normally delegates this review function to Department staff.

Members: Consists of seven members: the Mayor nominates four members and the President of the Board of Supervisors nominates three members. Each nomination is subject to approval by the Board of Supervisors at a public hearing and vote within 60 days. Charter §4.101 applies to these appointments, with particular emphasis on the geographic diversity of City neighborhoods.

Term: Four years

Midterm Vacancies: Midterm vacancies are filled by the appointing officer.

Removal: By the appointing officer, only for official misconduct under Charter §15.105.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$200 per meeting.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(29).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Planning Director from a list of three or more qualified candidates submitted by the Commission, selected on the basis of administrative and technical qualifications, with special regard for experience, training, and knowledge in the field of city planning. The Commission may remove the Director of Planning on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Director, and the Commission must act on the Mayor's recommendation by removing or retaining the Director within 30 days. (Charter §4.102(6).)

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POLICE COMMISSION

CHARTER §4.109

Purpose: The Police Commission is an oversight and policy-making body that manages the Police Department. The Police Department is responsible for enforcing state and local penal provisions, protecting the public from criminal activity, and ensuring the public safety in the event of natural disaster or other emergency. The Police Commission also manages the Office of Citizen Complaints (OCC). The OCC is responsible for investigating citizen complaints of police misconduct, providing investigatory findings and recommendations for discipline to the Chief of Police, and, in certain situations, filing disciplinary charges with the Police Commission.

Members: Consists of seven members: four members are nominated by the Mayor and confirmed by the Board of Supervisors; and three members are appointed by the Board of Supervisors.

Term: Four years. (To stagger the terms, the initial terms of some members will be less than four years, as provided by Charter §4.109 as amended by November 2003 Proposition H.) After a Commissioner completes his or her term, that Commissioner's tenure expires and the position is vacant until the Commissioner is either reappointed or replaced. There can be no holdover members of the Police Commission.

Removal: The Mayor may remove Mayoral appointees for any reason, but only with the approval of a majority of the Board. The Board may remove its appointees at any time, for any reason, by majority vote.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$100 per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(27).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Police Chief from a list of three or more qualified candidates submitted by the Commission. Both the Commission and the Mayor may remove the Police Chief on their own initiative. (Charter §4.109.)

Also, the Mayor appoints a nominee of the Police Commission as Director of the OCC, subject to confirmation by the Board of Supervisors. If the Board fails to act on the appointment within 30 days, the appointment is deemed approved. If the office of Director of OCC is vacant, and until the Mayor makes an appointment that is confirmed by the Board, the Commission must appoint an interim Director. Both the interim and permanent Director serve at the pleasure of the Police Commission. (Charter §4.127.)

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PORT COMMISSION

CHARTER §§4.114, B3.581;
BURTON ACT, CALIFORNIA STATUTES 1968,
CHAPTER 1333

Purpose: The Port Commission oversees the Port, which is an enterprise department of the City that has the power and duty to use, conduct, operate, maintain, manage, regulate, and control the port area of San Francisco (property along the Bay waterfront transferred by the State and held by the City in trust for the people of the State), subject to California Statutes of 1968, Chapter 1333 (Burton Act) and the City Charter (Charter §B3.581), for the promotion and accommodation of waterborne commerce and navigation, public recreation, marine resource protection and uses necessary or incidental to those purposes.

Members: Consists of five members appointed by the Mayor subject to confirmation by the Board of Supervisors.

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105. (Charter §§4.114, 15.105.) Alternatively, voters may recall members under Charter §§4.114 and 14.103.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$100 per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(31).)

Appointment and Removal of Department Head: Under Charter §B3.581(h), the Commission nominates and the Mayor appoints the Port Director, who serves at the pleasure of the Commission.

The Burton Act: The Burton Act, California Statutes of 1968, Chapter 1333, required a Charter amendment as a condition of the transfer of Port property from the State to the City. The Act provides at §12 that the Port must be under the control of a Harbor Commission established by City Charter, with five members, each serving a term of four years. The Act also requires that the members be appointed by the Mayor, subject to confirmation by the Board of Supervisors.

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PUBLIC UTILITIES COMMISSION**CHARTER §4.112,
CHARTER ARTICLE 8B**

Purpose: The Commission is an enterprise department of the City. It has exclusive charge of the construction, management, supervision, maintenance, extension, expansion, operation, use and control of all water, clean water and energy supplies and utilities of the City, as well as the real, personal and financial assets, which are under the Commission's jurisdiction. (Charter §8B.121(a).)

Members: Consists of five members appointed by the Mayor subject to confirmation by a majority of the Board, under Charter §4.112 as amended in Proposition E at the June 3, 2008 election. The Charter specifies qualifications necessary for four of the five seats: Seat 1 - environmental policy and environmental justice; Seat 2 - ratepayer and consumer advocacy; Seat 3 - project finance; Seat 4 - water systems, power systems, or public utility management; with Seat 5 as an at-large member.

Term: Seats 1, 3 and 5 serve an initial term of four years beginning August 1, 2008, with Seats 2 and 4 serving an initial term of two years beginning August 1, 2008.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105. Alternatively, voters may recall members under Charter §14.103.

Compensation: Set by the Mayor and the Board of Supervisors as part of the City budget under Charter §A8.400. Currently, each member is paid \$100 per month.

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(32).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the General Manager from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the General Manager on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the General Manager, and the Commission must act on the Mayor's recommendation by removing or retaining the General Manager within 30 days. (Charter §4.102(6).) The Commission may enter into an employment contract with the General Manager.

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PUBLIC UTILITIES RATE FAIRNESS BOARD**CHARTER §8B.125**

Purpose: The Public Utilities Rate Fairness Board: reviews the Public Utilities Commission's five-year rate forecast; holds public hearings on rate recommendations before the PUC adopts rates; provides a report and recommendation to the PUC on rate proposals; and, in connection with periodic rate studies, submits rate policy recommendations to the PUC, including recommendations to reallocate costs among various retail utility customer classifications, subject to any outstanding bond requirements.

Members: The Board consists of seven members: the City Administrator or his or her designee; the Controller or his or her designee; the Director of the Mayor's Office of Public Finance or his or her designee; two residential retail customers, one appointed by the Mayor and one by the Board of Supervisors; and two city retail business customers, a large business customer appointed by the Mayor and a small business customer appointed by the Board of Supervisors. The Mayor's appointments are not subject to disapproval by the Board of Supervisors.

Term: Not specified.

Removal: Not specified.

Compensation: Not specified.

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Public Utilities Rate Fairness Board.

Appointment and Removal of Department Head: Not applicable.

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RECREATION AND PARK COMMISSION**CHARTER §4.113**

Purpose: The Commission sets the policies and directives for the Recreation and Park Department, and under these policies, and with the direction and supervision of the General Manager, the Recreation and Park Department manages and directs all parks, playgrounds, recreation centers and all other recreation facilities, avenues and grounds under the Commission's control or placed under its jurisdiction. The Commission has the power to lease or rent any stadium or recreation field under its jurisdiction for athletic contests, exhibitions and other special events, and permit the lessee to charge an admission fee. In that capacity it is an enterprise department. (Charter §4.113.)

Members: Consists of seven members appointed by the Mayor under Charter §3.100(17).

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: None. (But, the Mayor and the Board of Supervisors could set compensation as part of the City budget under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(33).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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RETIREMENT BOARD

CHARTER §12.100

Purpose: In accordance with Article XVI, Section 17, of the California Constitution, the Retirement Board has plenary authority and fiduciary responsibility for investment of monies and administration of the City's Retirement System. The Board is the sole authority and judge, consistent with this Charter and ordinances, as to the conditions under which members of the Retirement System may receive and may continue to receive benefits under the Retirement System, and has exclusive control of the administration and investment of such funds as may be established. (Charter §12.100.)

Members: Consists of seven members: one member of the Board of Supervisors appointed by the President of the Board of Supervisors; three members elected by the active members and retirees of the Retirement System from among their members; and three public members appointed by the Mayor under Charter §3.100(17). (Charter §§12.100.) The public members appointed by the Mayor must be experienced in life insurance, actuarial science, employee pension planning or investment portfolio management, or hold a degree of doctor of medicine. The elected members need not be residents of the City. There may not be, at any one time, more than one retired person on the Board.

Term: Five years (except for the Board of Supervisors member who serves *ex officio* without a specified term, but whose individual service is limited by his or her term of elected office).

Midterm Vacancies: Midterm vacancies are filled by the Mayor for the remainder of the unexpired term, except for elected employee members. In the case of elected employee members, a vacancy is filled by a special election within 120 days after the vacancy occurs unless the next regularly scheduled employee member election is to be held within six months after such vacancy occurred. Elections are conducted by the Director of Elections as prescribed by ordinance. (Charter §12.100.)

Removal: Members appointed by the Mayor may be removed by the Mayor. The President of the Board of Supervisors may appoint a different Board of Supervisors member to sit at any time.

Compensation: None. (But, the Mayor and the Board of Supervisors could set compensation as part of the City budget under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(35).)

Appointment and Removal of Department Head: The Retirement Board appoints and may remove an Executive Director and an Actuary. (Charter §12.100.)

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RETIREE HEALTH TRUST FUND BOARD**CHARTER §§12.204, A8.432**

Purpose: The Retiree Health Trust Fund Board administers the Retiree Health Care Trust Fund – an irrevocable trust fund established under Charter §A8.432 to provide a funding source to defray the cost of the City's, and other participating employers', obligations to pay for health coverage for retired persons and their survivors entitled to health coverage under Charter §A8.432. (Charter §12.204.)

Members: Consists of five members: one member appointed by the Controller; one member appointed by the City Treasurer; one member appointed by the Executive Director of the San Francisco Employees Retirement System; and two members elected from among active and retired members of the City's Health Service System. (Charter §12.204.)

Term: Each elected member/trustee shall serve for a term of five years. (Charter §12.204.)

Midterm Vacancies: A vacancy in an elective office on the Board is filled by a special election, unless a regular election is to be held within the next six months after such a vacancy has occurred. (Administrative Code §16.551.)

Removal: The appointed members may be removed at any time by the Controller, City Treasurer or Retirement System Executive Director respectively.

Compensation: Not specified. (But, the Mayor and the Board of Supervisors could set compensation under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Charter §12.202)

Appointment and Removal of Department Head: The Retiree Health Care Trust Fund currently does not have a department head.

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SMALL BUSINESS COMMISSION**CHARTER §4.134**

Purpose: The Commission formulates goals, objectives, plans, and programs and sets policies for the City regarding small businesses, consistent with any overall objectives established by the Mayor and the Board of Supervisors through the adoption of legislation. Additionally, the Commission conducts investigations under its power of inquiry into any aspect of governmental operations affecting small businesses, including holding hearings and taking testimony, and makes recommendations to the Mayor or the Board of Supervisors. (Administrative Code §2A.240.)

Members: Consists of seven members: four members are appointed by the Mayor and subject to disapproval by two-thirds vote of the Board of Supervisors, and three members are appointed by the Board of Supervisors. At least five of the seven Commissioners must own, operate or be officers of a small business located in San Francisco. Only voters can change the number, qualifications or method of appointment of Commission members, or abolish the Commission.

Term: Four years. (The Mayor designated two of the Mayor's initial appointees to serve two-year terms. Thereafter all Commissioners serve for four-year terms.)

Removal: Members serve at the pleasure of the appointing authority.

Compensation: None. (But, the Mayor and the Board of Supervisors could set compensation under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(33).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head of the Small Business Commission from a list of three names submitted by the Commission. Only the Commission may remove the Department Head. But the Mayor may recommend removal of the Department Head to the Commission, and it is the Commission's duty to act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. Failure to act on the Mayor's recommendation constitutes official misconduct. (Charter §4.102(6).)

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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TAXI COMMISSION**CHARTER §4.133**

[No longer in existence.]

On March 1, 2009, all powers and duties of the Taxi Commission were transferred to the Municipal Transportation Agency under an ordinance enacted by the Board of Supervisors. (Charter §8A.101(b).) As a result, the Municipal Transportation Agency created the Taxi and Accessible Services division within the Agency. The Municipal Transportation Agency's Board of Directors now governs this division and exercises all remaining powers of the Taxi Commission.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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WAR MEMORIAL BOARD OF TRUSTEES**CHARTER §5.106**

Purpose: The Board of Trustees is responsible for the construction, administration, management and operation of the War Memorial and Performing Arts Center of the City and County of San Francisco. (Administrative Code §2A.165.1.) The City holds these assets in trust.

Members: Consists of 11 trustees appointed by the Mayor under Charter §3.100(17). In making appointments, the Mayor shall consider veterans and others who may have a special interest in the purpose for which the War Memorial and Performing Arts Center exist. Charter §5.100 requires that vacancies on the Board of Trustees be filled within 90 days.

Term: Four years.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105.

Compensation: None. (But, the Mayor and the Board of Supervisors could set compensation as part of the City budget under Charter §A8.400.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(39).)

Appointment and Removal of Department Head: The War Memorial Board appoints and may remove the Director.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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YOUTH COMMISSION

CHARTER §§4.122, 4.123

Purpose: The Commission advises the Board of Supervisors and Mayor on issues relating to children and youth. (Charter §4.122.)

Members: Consists of 17 members, all of whom must be between the ages of 12 and 23 at the time of appointment. The Mayor appoints six members, five of whom must be from underrepresented communities. Each member of the Board of Supervisors appoints one member. Members serve at the pleasure of their appointing authorities. The Board of Supervisors has no authority to reject appointees. (Charter §3.100(17) does not apply.)

Term: One year.

Midterm Vacancies: In the event a vacancy occurs during the term of office of any voting member, a successor shall be appointed to complete the unexpired term of the office vacated in a manner similar to that which governed the initial appointment. (Charter §4.123(b).)

Removal: May be removed by their respective appointing authorities under Charter §4.123(a). Under Charter §4.123(c), when the Commission certifies that a member has missed three regularly scheduled meetings of the Commission in any six-month period without prior authorization, that member is deemed to have resigned from the Commission effective on the date of written certification by the Commission.

Compensation: Prohibited. (Charter §4.123(d).)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(40).)

Appointment and Removal of Department Head: Charter §4.122 places the Youth Commission under the jurisdiction of the Board of Supervisors. The Youth Commission does not administer or oversee any City department, and accordingly does not appoint a separate department head. (The Commission does have a Director and two staff members, appointed by the Clerk of the Board of Supervisors upon recommendation of the Youth Commission.)

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**B. CITY BOARDS, COMMISSIONS AND CERTAIN OTHER ENTITIES
CREATED BY ORDINANCES AND RESOLUTIONS****1. BOARDS, COMMISSIONS AND CERTAIN OTHER ENTITIES CREATED BY
VOTER-APPROVED ORDINANCES****CITIZENS' GENERAL OBLIGATION
BOND OVERSIGHT COMMITTEE****ADMINISTRATIVE CODE §§5.30 *et. seq.***

Purpose: The Committee conducts hearings and reviews documentation relating to the City's general obligation bond programs and informs the Board of Supervisors and the public concerning the expenditure of the proceeds of such general obligation bonds. If the Committee determines that general obligation bond proceeds from a particular authorization have been used in a manner inconsistent with the voter authorization of such bond program, the Committee is empowered to prohibit further issuances of general obligation bonds under such authorization, unless the Committee's determination is appealed to the Board of Supervisors and overturned by a majority vote by the Board. Under Proposition C approved by the voters on November 4, 2003, the Committee also serves as a Citizens' Audit Review Board, reviewing service standards, audits and the City's whistleblower program. (Administrative Code §5.31, Charter Appendix F.)

Members: Consists of at least nine members. The Mayor appoints three members, the Board of Supervisors appoints three members, the Controller appoints two members, and the Civil Grand Jury appoints one member. Of the Mayor's appointees, one member must be active in a business organization representing the business community located within the City, one member must be active in a labor organization, and one must be active in a community organization. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. Of the Board's appointees, one member must be active in a business organization representing the business community located within the City, one member must be active in a labor organization, and one must be active in a community organization. Of the Controller's appointees, one must have expertise in auditing governmental financial statements or expertise in public finance law, and the other must have expertise in construction management. The Committee member appointed by the Civil Grand Jury must be a member of the Civil Grand Jury or a designee appointed by the Civil Grand Jury. No employee or official of the City may be appointed to the Committee. No vendor, contractor, or consultant of the City that performs work funded by bonds issued by the City may be appointed to the Committee.

Term: Two years, no more than two consecutive terms for any member.

Compensation: Prohibited. (Administrative Code §5.33.)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**GOLDEN GATE PARK
CONCOURSE AUTHORITY****"GOLDEN GATE PARK
REVITALIZATION ACT OF 1998"
ADMINISTRATIVE CODE APPENDIX 41**

Purpose: The principal purposes of the Authority are to (1) create a pedestrian oasis in the Music Concourse area of Golden Gate Park, situated between the de Young Museum and the Academy of Sciences (the "Concourse") and (2) take steps to reduce the impact of automobiles in the Park while still providing long-term assurance of safe, reliable and convenient access for visitors to the Park, including its cultural institutions. (Administrative Code, Appendix 41 §1.) The Authority has the power to construct an underground parking facility in the Music Concourse subject to certain conditions, such as removal of surface parking spaces.

Members: Consists of seven directors appointed by the Mayor. Appointments become effective immediately when made, and remain in effect unless rejected by a two-thirds vote of the Board of Supervisors within 30 days following transmittal of written notice to the Board of Supervisors of such appointments. Directors must be City residents and are selected according to criteria that include (a) demonstrated interest and knowledge of matters within the jurisdiction of the Authority, and (b) experience and knowledge in one or more of the following areas: parks and recreation, environment and conservation, transportation, museums, the neighborhoods bordering Golden Gate Park, structural engineering, architecture or landscape design. No single interest may be represented by a majority of the members appointed. (Administrative Code, Appendix 41 §4.)

Term: Four years, unlimited number of consecutive terms. (Bylaws, Article V §8.)

Midterm Vacancies: The Mayor appoints a replacement for any midterm vacancy.

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct under Charter §15.105. (Charter §15.105; Administrative Code, Appendix 41 §4.)

Compensation: Prohibited. (Appendix 41 §9.)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(13).)

Appointment and Removal of Department Head: Under Golden Gate Park Concourse Authority Bylaws, Article VII, the Authority's Board of Directors appoints and may remove the Chief Executive Officer.

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**PUBLIC UTILITIES REVENUE
BOND OVERSIGHT COMMITTEE****ADMINISTRATIVE CODE §§5A.30 *et seq.***

Purpose: The Public Utilities Revenue Bond Oversight Committee conducts public hearings and oversees the Commission's expenditure of revenue bond proceeds. The Committee is responsible for reporting publicly to the Mayor, the Public Utilities Commission (PUC) and the Board of Supervisors regarding the expenditure of revenue bond proceeds for the repair, replacement, upgrading and expansion of the City's water collection, power generation, water distribution and wastewater treatment facilities. If the Committee determines that revenue bond proceeds have been used illegally or in a manner inconsistent with the authorization for such revenue bonds, the Committee is empowered to prohibit further issuances of revenue bonds by the PUC. Any such decision by the Committee is appealable to the Board of Supervisors. The Committee also has the authority to hire independent auditors, inspect bond financed facilities and review the PUC's capital improvement plans.

Members: Consists of seven members, appointed as follows: two by the Mayor; two by the Board of Supervisors; one by the Controller; and one by the governing body of the Bay Area Water Users Association. The seventh member is the Budget Analyst for the Board of Supervisors or his/her representative. Members appointed by the Mayor are not subject to disapproval by the Board of Supervisors. Members appointed by the Mayor and the Board must, individually or collectively, have expertise, skills and experience in economics, the environment, construction and project management. The member appointed by the Controller must have background and experience in auditing, accounting and project finance. Except as expressly authorized in the governing legislation, no City officer or employee, except for those identified above, may serve on the Committee. All members of the Committee are subject to applicable conflict of interest provisions of local and state law. No vendor, contractor or consultant of the City that performs work funded by bonds issued by the City may serve on the Committee.

Term: Four years. Committee members may serve no more than two consecutive terms.

Compensation: Each Committee member, except City employees appointed to serve as part of their official City duties and the Budget Analyst or employees of the Budget Analyst, is paid \$100 per month during each year of the member's term. The Board shall fund such payment from sources other than revenue bonds.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**STREET ARTISTS AND CRAFTSMEN
EXAMINERS ADVISORY COMMITTEE****POLICE CODE ARTICLE 24
(§§2400 *et seq.*)**

Purpose: The Committee advises the Arts Commission on matters relating to the wares produced by street artists, and performs other functions as directed by the Commission.

Members: Consists of five members appointed by the Mayor. Each member is appointed from three names submitted by the Arts Commission. Four of the members are experienced artists or craftspersons. The fifth member is an art educator. The Mayor's appointments are not subject to disapproval by the Board of Supervisors.

Term: Two years.

Removal: May be removed by the Mayor.

Compensation: Each member is compensated for the time he or she spends in this capacity as assigned by the Chairman, at a rate of pay as established from time to time by the Board of Supervisors. Police Code §2402 sets forth the current rate of the Committee's compensation.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**SWEATFREE PROCUREMENT
ADVISORY GROUP****ADMINISTRATIVE CODE §12U.6**

Purpose: The Advisory Group's primary purposes are to evaluate the implementation, administration, and enforcement of the Sweatfree Contracting Ordinance (Administrative Code Chapter 12U), and to evaluate the industries engaged in the manufacture and sale of goods to determine whether City contracts for any goods, in addition to apparel and garments, should be targeted for enforcement. Also, the Advisory Group is to determine how the City may maximize its purchase of goods produced in San Francisco and to examine how the City may provide preferences and/or incentives to garment industry manufacturers in San Francisco that are in compliance with the Ordinance, and explore the expansion of preferences and/or incentives to other industries. The Advisory Group also has a consultative role with respect to regulations implementing the comparative compliance section (§12U.9.5) of the Ordinance.

Members: Consists of eleven members: five appointed by the Mayor, five by the Board of Supervisors, and one by the Controller. At least one mayoral appointee and one Board appointee must have significant experience representing employees in labor matters. At least one mayoral appointee and one Board appointee must have significant experience acquiring goods or services for a public entity. At least one mayoral appointee and one Board appointee must have significant experience as an advocate for human rights or the poor. The Controller's appointee must have significant experience in finance, financial auditing, or accounting.

Term: Two years.

Removal: Members serve at the pleasure of the appointing authority.

Compensation: None.

Health Benefits: None.

Appointment and Removal of Department Head: Not applicable.

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2. BOARDS, COMMISSIONS AND CERTAIN OTHER ENTITIES CREATED BY ORDINANCES AND RESOLUTIONS APPROVED BY THE BOARD OF SUPERVISORS

BALLOT SIMPLIFICATION COMMITTEE

ELECTIONS CODE §600

Purpose: The Committee prepares a digest of each measure that will be voted on only in the City and County of San Francisco, and assists the Director of Elections in preparing materials for publication in the City's Voter Information Pamphlet. The Pamphlet is mailed to all registered voters in advance of each election. (Elections Code §610.)

Members: Consists of five voting members and one non-voting member. The Mayor appoints two voting members: one educational reading specialist recommended by the Superintendent of Schools of the San Francisco Unified School District, and one person from names provided by the Northern California Newspaper Guild. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. The Board of Supervisors appoints three voting members: two are nominated by the National Academy of Television Arts and Sciences, Northern California Chapter, or the Northern California Broadcasters Association; the third member is nominated by the League of Women Voters of San Francisco. The City Attorney or his or her designated representative serves *ex officio* and has a voice but no vote. Each voting member must be a San Francisco registered voter, possessing an understanding of ballot issues, writing skills, and training sufficient to provide understandable written communications to the general public.

Term: Two years, unless removed earlier by the appointing authority.

Midterm Vacancies: A successor is appointed to fill the unexpired term of office in the like manner as those originally appointed.

Removal: May be removed by the appointing authority.

Compensation: Prohibited. (Elections Code §600.)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**CITIZENS ADVISORY COMMITTEE
FOR STREET UTILITY CONSTRUCTION****ADMINISTRATIVE CODE §5.64**

Purpose: The Committee secures citizens' input concerning general problems relating to use of, or the digging-up of, streets and sidewalks by utility companies or city departments, and recommends to the Street Utilities Coordinating Committee ways and means to alleviate these problems. (Administrative Code §5.66.)

Members: Consists of 21 members appointed by the Mayor. One representative is appointed from each of the following: Department of Public Works; San Francisco Department of Telecommunications and Information Services; Police Department; Water Department; Municipal Railway; Pacific Gas and Electric Company, Gas Division; Pacific Gas and Electric Company, Electric Division; Pacific Telephone Company; Western Union; Television Signal Corporation; San Francisco Planning and Urban Renewal Association; Greater San Francisco Chamber of Commerce; San Francisco Council of District Merchants Association; Associated General Contractors of California; organized labor; and Downtown Association. Six members are appointed from neighborhood organizations representing the various neighborhoods within the City. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. The Committee elects a Chair from the membership. Any member may delegate an alternate within his or her respective organization to represent him or her at any meeting of the Committee in the member's absence. If a vacancy occurs, the Mayor appoints a replacement.

Term: Not specified.

Removal: Not specified.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**CITY HALL PRESERVATION
ADVISORY COMMISSION****ADMINISTRATIVE CODE §5.240**

Purpose: This Commission is an advisory body responsible for ensuring that the building's historical character and beauty are preserved in a manner befitting its architectural significance, and that the facilities are maintained according to the highest standard and not allowed to fall into disrepair. (Administrative Code §5.240.)

Members: Consists of five members appointed by the Mayor and confirmed by a majority vote of the Board of Supervisors. At least one member of the Commission must have documented expertise in the area of building maintenance and repair. At least one member must have documented expertise in the area of historic building preservation. At least one member must have documented expertise in the history of City Hall. (Administrative Code §5.241(a), (b).)

Term: Four years. The Mayor must designate three of his initial appointments to serve for two-year terms, and two to serve for four-year terms. The terms are to commence on the date of the first meeting of the Commission, which may not occur until all five members have been appointed. (Administrative Code §5.241(a).)

Removal: Serve at the pleasure of the Mayor.

Compensation: Prohibited. (Administrative Code §5.241(d).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable. (The Director of Administrative Services, or his/her designee, must attend meetings of the Committee and provide staff support.) (Administrative Code §5.241(e).)

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DISASTER COUNCIL**ADMINISTRATIVE CODE §7.3**

Purpose: The Council develops an emergency plan for the City. The Council also recommends to the Board of Supervisors any ordinances, resolutions, rules and regulations necessary to implement the emergency plan.

Members: The Mayor is Chair of the Council, and appoints a Vice-Chair who acts on the Mayor's behalf as directed by the Mayor or when the Mayor is absent. The remaining members of the Council include: City officers in charge of emergency services under the current emergency plan (such as the Chief of Police, the Fire Chief, and the Director of Public Health); three members of the Board of Supervisors appointed by the President of the Board; the Controller; and such other representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility as may be appointed by the Mayor. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. The Director of Emergency Services is also a member of the Disaster Council, and serves as its Executive Secretary.

Term: Not specified.

Removal: Not specified.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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FAMILY VIOLENCE COUNCIL**ADMINISTRATIVE CODE §§5.190 *et. seq.***

Purpose: The Council advises and submits recommendations to the Board of Supervisors regarding the problem of family violence. It increases awareness and understanding of family violence, recommends programs and policies that promote communication and coordination of City and community-based organizations' services relating to child abuse, domestic violence, and elder/dependant abuse, and recommends to the Board of Supervisors and Mayor programs, policies and coordination of City services that may reduce the incidence of family violence in San Francisco. The Council collects and compiles public information regarding: arrest and restraining order enforcement policies; screening and prosecution of cases; issuance of protective orders; identification of family violence in other legal proceedings; and monitoring of offenders after judgment. The Council also collects and analyzes public information relating to programs for victims of family violence and services for abusers on probation. It analyzes current and projected revenue and funding sources and recommends prospective revenue sources for response to family and domestic violence, and responds to inquiries from the Board of Supervisors.

Members: Consists of between 18 and 21 members. The following individuals, or their designees, serve *ex officio*: Presiding Judge of the Superior Court, Mayor, President of the Board of Supervisors, District Attorney, Chief of Police, Sheriff, President of the Commission on the Status of Women, Chief of Adult Probation, Chief of Department of Emergency Management, Executive Director of the Domestic Violence Consortium, Executive Director of the Human Services Agency, Executive Director of the Consortium for Elder Abuse Prevention, Executive Director of the San Francisco Child Abuse Council, Director of the Department of Public Health, Director of the Department of Aging and Adult Services, Director of the Department of Children, Youth and Their Families, Chair of the Consortium of Batterers Intervention Programs, and Director of Child Support Services. The Steering Committee has the authority to appoint up to three at-large members.

Term: At-large members: one year. *Ex officio* members: no term.

Removal: If an at-large member misses three regularly scheduled meetings in any 12-month period without express approval of the Council, the Steering Committee may appoint a new at-large member. If an *ex-officio* member misses three regularly scheduled meetings in any 12-month period without the express approval of the Council, the Steering Committee may ask the *ex officio* member to designate another individual to occupy that seat. (Administrative Code §5.190-5(a).)

Compensation: Prohibited. (Administrative Code §5.190-5(b).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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FILM COMMISSION

ADMINISTRATIVE CODE §§57.2, 57.3

Purpose: The Commission develops, recognizes, and promotes film activities in the City. (Administrative Code §57.3.) The Executive Director coordinates the efforts of City departments where filming uses City property and employees. (Administrative Code §57.4.) Also, the Executive Director is the sole City representative authorized to negotiate use contracts with entities filming in San Francisco. (Administrative Code §57.5.)

Members: Consists of 11 members appointed by the Mayor, subject to Charter §3.100(17).² At least six members must be residents of the City and County. The Commission is to be composed of "outstanding members of the community." The Commission may include members who have experience in areas such as performing and creative arts, production, film or sound technology, services and facilities, education, presentation and producing, or interactive multimedia. Members must be broadly representative of ethnic, racial, gender, age, and sexual orientation groups, and otherwise reflect the diversity of the City. The President of the Arts Commission of the City is invited to serve as a non-voting, *ex officio* member of the Film Commission. (Administrative Code §57.2.)

Term: Four years.

Midterm Vacancies: Vacancies occurring during a term shall be filled for the expired term.

Removal: May be removed by the Mayor.

Compensation: Prohibited. But, upon a majority vote of the Commission, Commissioners may be reimbursed for expenses incurred resulting from their authorized activities on behalf of the Commission. (Administrative Code §57.2(d).)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(19).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

² The Board of Supervisors has submitted a proposed Charter amendment to the voters for approval at the June 2010 election. That amendment would make the Film Commission an 11 member Charter body with appointment authority divided between the Mayor and the Board of Supervisors. The Mayor would nominate six (6) of the members and the Rules Committee of the Board of Supervisors would nominate five (5) of the members, all subject to confirmation by the Board of Supervisors and all having the specified qualifications or experience set forth in that Charter amendment. Commissioners could be removed by their nominating authority only for cause under section 15.105 of the Charter. The Commission would have the authority to appoint and remove an Executive Director. The proposed amendment, if approved by the voters in June 2010, would be codified as Charter section 5.107.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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GRAFFITI ADVISORY BOARD**ADMINISTRATIVE CODE §§5.170 *et seq.***

Purpose: The Graffiti Advisory Board advises the Mayor and the Board of Supervisors on methods to improve the enforcement, prevention, and remediation of graffiti on both public and private property in San Francisco. The Board shall prepare and submit to the Board of Supervisors and the Mayor a report every six months on graffiti as it affects neighborhoods and the downtown area of San Francisco. (Administrative Code §5.172(a).)

Members: Consists of 25 voting members. The Mayor appoints one member. Each individual member of the Board of Supervisors appoints one representative. The Board of Supervisors as a whole appoints six additional members, to represent each of the following: one member for youth groups who provide graffiti diversion services for juveniles; one member for nonprofit organizations who provide services related to City beautification and neighborhood cleanup programs; two members for San Francisco businesses, one of which must be a property owner; one member for San Francisco private or art schools; and the contracting agency for Municipal Railway shelters. For the remaining seven members, the following officials and organizations appoint one member each: the General Manager of the Municipal Railway, the Director of the Department of Public Works, the Executive Director of the Department of Parking and Traffic, the General Manager of the Recreation and Park Department, the District Attorney, the Chief of Police, and the Board of Education of the San Francisco Unified School District. All members of the Advisory Board must be residents of the City. (Administrative Code §5.170(b), (c).)

Term: The eleven persons appointed by individual members of the Board of Supervisors serve at the pleasure of the appointing supervisor and serve a term of two years. The six members appointed by the Board of Supervisors serve terms of two years. Terms of the other members are not specified. (Administrative Code §5.170(b)(2), (3), (4).)

Midterm Vacancies: If a vacancy occurs a successor is appointed to fill the vacancy consistent with the process and requirements to appoint the previous appointee. (Administrative Code §5.171(a).)

Removal: If a member is absent three consecutive times, the Secretary will report the member to the member's appointing authority for possible removal. A member will also be reported to the appointing authority for removal if the member misses four meetings in a calendar year. (Bylaws II(G).)

Compensation: Prohibited. (Administrative Code §5.174.)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**HOMELESS SENIOR
TASK FORCE**

**BOARD OF SUPERVISORS RESOLUTIONS
NO. 682-02, 504-03, 41-04**

[This Task Force was not renewed after June 30, 2004, and so is no longer in existence.]

OPINION NO. 2010-01

TO: Mayor Newsom, and Clerk of the Board Calvillo
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**LANDMARKS PRESERVATION
ADVISORY BOARD**

PLANNING CODE §1003

[No longer in existence.]

The Landmarks Preservation Advisory Board is no longer in existence. Proposition J of the November 2008 election created the Historic Preservation Commission, which replaced the former Landmarks Preservation Advisory Board.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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IMMIGRANT RIGHTS COMMISSION**ADMINISTRATIVE CODE §5.201**

Purpose: The Commission makes recommendations to the Board of Supervisors and the Mayor to further involve immigrants in local governmental processes, advises on state and federal legislation related to immigrants, cooperates with City departments, and makes recommendations to the Board of Supervisors and the Mayor with respect to the administration of laws affecting immigrants, and submits an annual report to the Board of Supervisors and the Mayor on services and programs for immigrants residing in San Francisco. (Administrative Code §5.201(d).)

Members: Consists of fifteen voting members. Eleven members are appointed by the Board of Supervisors and four by the Mayor. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. At least eight of the fifteen members must be immigrants. Members appointed to the Commission must have a demonstrated knowledge and interest in the health, human services, educational, or employment issues that affect immigrants residing in San Francisco, and must reflect the geographic, ethnic, and sexual orientation populations of San Francisco.

Term: Two years.

Midterm Vacancies: In the event a vacancy occurs during the term of office of any member, a successor shall be appointed to complete the unexpired term of office vacated in a manner similar to that for the initial member.

Removal: May be removed by the appointing authority.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**LOCAL HOMELESS
COORDINATING BOARD****BOARD OF SUPERVISORS
RESOLUTION NO. 208-05
(PRIOR RESOLUTIONS
NO. 926-99, 827-97)**

Purpose: The Board functions as an advisory body to the Board of Supervisors and City departments to ensure that departmental policies and budget allocations are consistent with the Continuum of Care Plan. The Board is also responsible for amending and updating the Plan as necessary, including incorporating the effects of state and federal welfare reform.

Members: Consists of nine members. The Mayor and Board of Supervisors each appoint one member from the disabled community and three members from one of the following constituencies: representatives of homeless, formerly homeless, community and advocacy organizations, service-provider agencies, business and corporate sectors and the foundation community. But, specific seats are not designated for specific constituencies. The Controller appoints one member subject to confirmation by the Board of Supervisors, choosing from the same constituencies as the Mayor and Board of Supervisors. Staff from the Human Services Agency, the Department of Public Health, the Mayor's Office of Housing, the Mayor's Office of Community Development, and the Mayor's Office of Disability will provide relevant information and act as a resource to the Local Board.

Term: Four years. To stagger the terms, four members shall serve an initial term of two years and five members shall serve an initial term of five years, initial terms to be determined by the Clerk of the Board of Supervisors by the drawing of lots.

Removal: Members serve at the pleasure of their appointing officer.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**PARK, RECREATION, AND OPEN SPACE
ADVISORY COMMITTEE**

**CHARTER §16.107(h);
PARK CODE §13.01;
BOARD OF SUPERVISORS
RESOLUTION NO. 168-01**

Purpose: The Committee reviews and comments on the Recreation and Park Department's Strategic, Capital and Operational Plans and plan updates, and serves as a liaison between the Recreation and Park Commission and the community.

Members: Consists of 23 members. The Mayor appoints one member. The Mayor's appointment is not subject to Board of Supervisors disapproval. Members of the Board of Supervisors appoint 22 members approved by the full Board, with one member appointed by each Supervisor from his or her district and one member appointed from a list, maintained by the Recreation and Park Commission, of individuals nominated by organizations having as a primary focus park, environmental, recreational, cultural, sports, youth, or senior citizen issues. Four of the members appointed by members of the Board must be individuals nominated by an environmental organization. (The list of organizations qualified to make nominations is set forth in Board of Supervisors Resolution No. 168-01.)

Term: Two years. No member shall serve more than four consecutive terms.

Removal: Members serve at the pleasure of the appointing authority.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**RESIDENTIAL RENT STABILIZATION AND
ARBITRATION BOARD (RENT BOARD)****ADMINISTRATIVE CODE §37.4**

Purpose: The Rent Board implements and administers the City's residential rent control ordinance by promulgating policies, rules, and regulations as needed, and conducting hearings. (Administrative Code Chapter 37.) It also administers the City's residential hotel visitor policy ordinance under Administrative Code Chapter 41D, and determines the interest rate on residential security deposits under Administrative Code Chapter 49.

Members: Consists of five members appointed by the Mayor, subject to Charter §3.100(17). Members must include two landlords, two tenants, and one person who is neither a landlord nor a tenant and who owns no residential rental property. Members must be residents of the City of San Francisco. Additionally, each member has an alternate possessing the same qualifications as the member. The Mayor also appoints the alternates. (Administrative Code §37.4(b).)

Term: Four years.

Removal: May be removed by the Mayor.

Compensation: Subject to budgetary and fiscal limitations of the Charter, each member is paid \$75 per Commission meeting attended if the meeting lasts for six or more hours in a single twenty-four hour period, \$70 if the meeting lasts less than six hours in a single 24-hour period. (Rules and Regulations §2.15) The total per diem shall not exceed \$750 per month. (Administrative Code §37.4(h).)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(c)(34).)

Appointment and Removal of Department Head: Under Charter §§3.100(18) and 4.102(5), the Mayor appoints the Department Head from a list of three or more qualified candidates submitted by the Commission. The Commission may remove the Department Head on its own initiative. Alternatively, the Mayor may recommend that the Commission remove the Department Head, and the Commission must act on the Mayor's recommendation by removing or retaining the Department Head within 30 days. (Charter §4.102(6).)

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**SAN FRANCISCO MUSEUM AND
HISTORICAL SOCIETY ADVISORY
COMMITTEE**

ADMINISTRATIVE CODE §2A.166

[No longer in existence.]

This Committee expired by operation of law on June 1, 2006. (See Ordinance No. 96-05, at Administrative Code §2A.166(1).)

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**SOUTHEAST COMMUNITY
FACILITY COMMISSION****ADMINISTRATIVE CODE §§54.1 - 54.4**

Purpose: The Commission reviews and provides guidance for the operation of the Southeast Community Facility, including business activities of the greenhouse, educational and job skills centers, child care and senior activities center. The Commission fosters the following public purposes and municipal affairs of the City in providing such guidance: the full and gainful employment of residents of chronically economically depressed areas of the City; the progressive development of marketable job skills for untrained and under-trained City residents; the creation and expansion of opportunities for residents to participate in day and evening education programs; the creation and expansion of opportunities for providing day care services at a low and reasonable cost to parents; the expansion of opportunities for special community services for senior citizens; and the overall improvement of the general economic prosperity, health, safety and welfare of residents of chronically economically depressed areas of the City.

(Administrative Code §§54.1, 54.3)

Members: Consists of seven members appointed by the Mayor. Unless the Mayor determines that it is otherwise impracticable, persons appointed to serve as members of the Commission must either reside or work in the Bayview-Hunters Point community as defined in Administrative Code §54.2(b). The Mayor's appointees are not subject to disapproval by the Board of Supervisors.

Term: Four years.

Midterm Vacancies: A vacancy occurring during a term is filled by appointment made by the Mayor for the unexpired term. Each vacancy must be filled within 30 days.

Removal: May be removed by the Mayor. Alternatively, any member who misses three regularly scheduled meetings of the Commission in any 12-month period without the express approval of the Commission given at a regularly scheduled meeting, is deemed to have resigned from the Commission.

Compensation: Each member is paid \$50 per Commission meeting or committee meeting attended. Total compensation shall not exceed \$100 per month. (Administrative Code §54.2(f).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: The Commission appoints an Executive Director, who serves at the pleasure of the Commission.

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**STATE LEGISLATION
COMMITTEE****ADMINISTRATIVE CODE §§5.5 - 5.11**

Purpose: The Committee studies all proposed legislation affecting in any way the interests or welfare of the City, that is pending before the State Legislature or that may be considered for presentation to the Legislature, and formulates recommendations for endorsement, opposition or neutrality with respect to such proposals, as matters of policy of the City. (Administrative Code §§5.5, 5.6.)

Members: Consists of the Mayor, the City Attorney, two members of the Board of Supervisors designated by the President of the Board of Supervisors, the Controller, the Assessor, and the Treasurer. Each member may designate a representative to attend the meeting in his or her absence. The Mayor, or his or her authorized representative, acts as Chair.

Term: Members serve *ex officio* without any specified term, so the tenure of members of the Committee and their designees is limited by their tenure in terms of their respective elected offices. Designees serve at the pleasure of their appointing authority.

Removal: Not applicable.

Compensation: Not specified.

Health Benefits: Not applicable. (Eligibility for health benefits determined by underlying City office.)

Appointment and Removal of Department Head: Not applicable.

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**SUNSHINE ORDINANCE
TASK FORCE****ADMINISTRATIVE CODE §§67.30 *et seq.***

Purpose: The Task Force advises the Board of Supervisors and provides information to other City Departments on appropriate ways to implement the City's Sunshine Ordinance. The Task Force reports to the Board of Supervisors at least once annually on any practical or policy problems encountered in the administration of the ordinance, and may from time to time issue reports evaluating compliance with the ordinance and related California laws. The Task Force reviews the current Sunshine Ordinance and may propose amendments to the Board of Supervisors. It may assist the City Attorney with Sunshine training. The Task Force also acts as an administrative hearing body to hear complaints made by members of the public against departments or public bodies for violations of the Sunshine Ordinance, the Public Records Act, or the Brown Act. The Task Force issues Orders of Determination and conducts hearings to ensure that the Orders are complied with by the departments or public bodies. Where the Orders are not complied with, it may refer cases to other City or state agencies for enforcement action.

Members: Consists of 11 voting members appointed by the Board of Supervisors. The Mayor and his or her designee and the Clerk of the Board of Supervisors or his or her designee, serve as non-voting members of the Task Force.

Term: Two years.

Midterm Vacancies: In the event of a vacancy, a successor is appointed for the unexpired term of the office vacated in a manner similar to that described for the initial members.

Removal: Members appointed by the Board of Supervisors are removed by the Board of Supervisors.

Compensation: Prohibited. (Administrative Code §67.30(b).)

Health Benefits: Eligible for health benefits. (Administrative Code §16.700(37).)

Appointment and Removal of Department Head: Not applicable. The Clerk of the Board must provide a full-time staff person to perform administrative duties for the Task Force. (Administrative Code §67.31.)

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**TELECOMMUNICATIONS
COMMISSION****ADMINISTRATIVE CODE §11.87**

Purpose: The Commission advises the Director of the Department of Telecommunication and Information Services in all matters related to the discharge of his or her duties. The Commission also develops and revises a Telecommunications Plan proposing City policies and procedures to guide the installation of telecommunications facilities in the City. The Commission also has authority to regulate rates for the basic cable television service tier. (Administrative Code §11.88.)

Members: Consists of five members appointed by the Mayor, subject to approval by the Board of Supervisors. Appointments do not become effective until approved by the Board. No person is eligible to serve as a member who is a telecommunications provider or who is employed by a telecommunications provider within the City that may have business before the Commission. At least one member of the Commission must have expertise in fields related to the Commission's work, including but not limited to, telecommunications management and telecommunications engineering. At least one member of the Commission must represent the combined areas of public, educational and government access to telecommunications and information services technologies. At least two members must represent the interests of consumers and the general public.

Term: Three years.

Removal: May be removed by the Mayor. Alternatively, any member whom the Commission certifies to have missed three regularly scheduled meetings of the Commission in any 12-month period without prior authorization of the Commission is deemed to have resigned from the Commission, effective on the date of written certification by the Commission.

Compensation: \$25 for each meeting of the Commission actually attended; provided that no member is paid for attending more than three meetings in any one calendar month.

(Administrative Code §11.87(f).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not Applicable.

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URBAN FORESTRY COUNCIL**ENVIRONMENTAL CODE §§1200 - 1209**

Purpose: The Council guides the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety. (Environmental Code §1200.) The Council advises the Mayor, Board of Supervisors, and City departments and commissions on urban forestry concerns. (Environmental Code §1203.)

Members: Consists of 11 voting members and two advisory members. The Board of Supervisors appoints seven voting members: one member from an educational organization involved with tree management; two members certified by a professional tree management organization; two members of non-profit organizations involved in urban forestry or other environmentally-related issues; and two members from the community. The Mayor appoints two voting members: one member from the tree care industry; and one member at large. The Mayor's appointment is not subject to disapproval by the Board of Supervisors. The Department of Public Works and Planning Department each appoint one voting member. The Recreation and Park Department and Public Utilities Commission each appoint one advisory non-voting member. San Francisco Redevelopment Agency and Golden Gate National Recreation Area are invited to participate.

Term: Two years.

Removal: Members serve at the pleasure of their respective appointing authorities.

Compensation: Prohibited. (Environmental Code §1202(g).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**VETERANS' AFFAIRS
COMMISSION****ADMINISTRATIVE CODE §§5.100 *et seq.***

Purpose: The Commission advises the Mayor and the Board of Supervisors on matters affecting or of interest to veterans of the U.S. armed forces.

Members: Consists of 15 members. The Board of Supervisors appoints 11 members and the Mayor appoints four members. The Mayor's appointees are not subject to disapproval by the Board of Supervisors. The appointees must include: (a) at least three women veterans; and (b) one person who served in the Armed Forces of the United States of America and is suffering under a physical disability arising from that service, in accordance with the definitions applied in such cases by the Veteran's Administration.

Term: Four years.

Midterm Vacancies: If a vacancy occurs during the term of office of any member, a successor must be appointed for the expired term of the office vacated in a manner similar to that described for the vacating member.

Removal: Members may be removed by their appointing authority only for cause. The appointing authority should consult with the City Attorney regarding procedures before any removal.

Compensation: Prohibited. (Administrative Code §5.103(d).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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**WORKFORCE DEVELOPMENT
ADVISORY COMMITTEE****ADMINISTRATIVE CODE §83.8**

Purpose: The Committee advises the City's First Source Hiring Administration ("FSHA") on workforce development, employment needs, program policy, design, implementation, oversight and monitoring.

Members: The Mayor appoints the members, who include representatives of community-based organizations, labor, the business community, and City departments. The Mayor's appointees are not subject to disapproval by the Board of Supervisors.

Term: One year, and may be reappointed.

Removal: May be removed by the Mayor.

Compensation: Not specified.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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C. BOARDS CREATED UNDER FEDERAL OR STATE STATUTES**HEALTH AUTHORITY****CALIFORNIA WELFARE & INSTITUTIONS
CODE §14087.36;
ADMINISTRATIVE CODE §69**

Purpose: The Health Authority is not a City department or commission; it is a legally separate public entity. The Health Authority is the local initiative component of the Medi-Cal state plan under regulations adopted by the State Department of Health Services. The Health Authority is responsible for: creating an efficient, integrated health care delivery system to provide, as contracted by the California State Department of Health Services with the Authority, access to comprehensive health care services for Medi-Cal beneficiaries and such other persons as the Health Authority deems appropriate; to provide quality care that is compassionate, respectful and culturally and linguistically appropriate; and to ensure preservation of the safety net. (Administrative Code §69.2.)

Members: Consists of 18 voting members and one non-voting member. The Board of Supervisors appoints 14 members. The Mayor appoints one member, who serves at the pleasure of the Mayor. The following three each serve as a member (or they may each appoint a designee to serve at their respective pleasures): the Director of Public Health, the Director of Mental Health, and the Chancellor of the University of California at San Francisco. The Health Commission appoints one non-voting member who serves at its pleasure. The Mayoral appointee is not subject to disapproval by the Board of Supervisors. Each member must be either a resident of the County or employed within the geographic boundaries of the County throughout his or her term. (See California Welfare & Institutions Code §14087.36 re nomination requirements for Board of Supervisor appointments.)

Term: No term for the Mayoral appointee or other members not appointed by the Board of Supervisors. (California Welfare & Institutions Code §14087.36.) Three years for Board of Supervisors appointees, except no term for the member that is "a member of the Board or any other person designated by the Board." (California Welfare & Institutions Code §§14087.36(k)(1)(A), (k)(1)(D)(3).)

Removal: The Mayoral appointee serves at the pleasure of the Mayor. Board of Supervisors appointees may be removed under California Welfare & Institutions Code §14087.36.

Compensation: Prohibited. But, members may be reimbursed for authorized expenses under procedures established by the governing body. (Administrative Code §69.3(e).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Agency Head: Under California Welfare & Institutions Code §14087.36, the Health Authority appoints and may remove the Chair of the Authority.

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**HOUSING AUTHORITY
COMMISSION****CALIFORNIA HEALTH & SAFETY
CODE §§34200 *et. seq.***

Purpose: The Housing Authority Commission oversees the Housing Authority of the City and County of San Francisco. The Authority is a legally separate public entity created under the California Housing Authority Law to provide decent, safe, and sanitary housing for persons of very low income. (California Health and Safety Code §§34200 *et seq.*) The power of each authority to transact its business is vested in the commissioners. (California Health and Safety Code §34275.)

Members: Consists of seven members appointed by the Mayor. These appointments are not subject to disapproval by the Board of Supervisors. Two members must be Housing Authority tenants, one of whom must be over 62 years of age. All members must be residents of San Francisco. (California Health & Safety Code §34270.1.)

Term: Two years for tenant members, four years for other members. (California Health & Safety Code §34272.)

Midterm Vacancies: A midterm vacancy is filled by Mayoral appointment. (California Health & Safety Code §34270.1.)

Removal: May be removed by the Mayor for inefficiency, neglect of duty, or misconduct in office, after serving written charges and providing an opportunity for a hearing. Failure to maintain a residence in San Francisco causes that office to be vacant. (California Health & Safety Code §§34270.1, 34282.)

Compensation: \$50 per meeting not to exceed four meetings per month. (Health & Safety Code §34274.)

Health Benefits: Not eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Housing Authority Commission.

Appointment and Removal of Agency Head: The Housing Authority Commission appoints and may remove the Executive Director. (California Health & Safety Code §34278.)

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**INDUSTRIAL DEVELOPMENT
AUTHORITY BOARD****CALIFORNIA GOVERNMENT
CODE §§91520 *et seq.*;
ADMINISTRATIVE CODE §§42.1 *et seq.***

Purpose: The Industrial Development Authority provides an alternative financing vehicle to acquire, construct or rehabilitate facilities to promote employment and economic growth. The Industrial Development Authority of the City and County of San Francisco is a public corporation that functions under the provisions of the California Industrial Development Financing Act, Title 10 (California Government Code §§91500 *et seq.*). (Administrative Code §42.1.)

Members: Consists of five members. The Mayor provides one name for each vacancy on the Industrial Development Board to the Board of Supervisors, which "alone" appoints the members. (Administrative Code §§42.3, 42.4; *also see*, California Government Code §91522.)

Term: Three years. Members may be reappointed for an unlimited number of terms. (Administrative Code §42.5.)

Midterm Vacancies: Midterm vacancies are filled through the same nomination and appointment process. (California Government Code §91522(g); Administrative Code §42.4.)

Removal: May be removed by the Board of Supervisors for cause after notice and opportunity for hearing. (California Government Code §91522(h).)

Compensation: None. But, Directors may be reimbursed for their actual and necessary expenses incurred in the performance of their duties, or at the discretion of the governing body, may receive a reasonable per diem payment and mileage charge as reimbursement for living and traveling expenses incurred in the performance of duties away from the principal office. Also, at the discretion of the governing body, they may also receive a reasonable mileage charge as reimbursement for traveling expenses to and from the principal office of the authority or the place of meeting, if other than at the principal office. (California Government Code §91522(e).)

Health Benefits: Not eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Industrial Development Authority Board.

Appointment and Removal of Agency Head: Not applicable.

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PARKING AUTHORITY**CALIFORNIA STREETS & HIGHWAYS
CODE §§32650 *et seq.*;
ADMINISTRATIVE CODE §§17.1 *et seq.***

Purpose: The Parking Authority may acquire land, improvements and other property as necessary and appropriate for use as public off-street parking lots and garages, and may enter into management agreements with respect to its property. The Parking Authority is a governmental entity established under State law, separate from the City and County of San Francisco. (California Streets & Highway Code §§32500 *et seq.*)

Members: Members of the Municipal Transportation Agency's Board of Directors serve *ex officio* as members of the Parking Authority Commission. (California Streets & Highway Code §32657(c); Charter §8A.112(a).) The President of the MTA Board of Directors determines which of its members will also serve on the Parking Authority Commission. (Charter §8A.112(a).) Currently, all seven members of the MTA Board of Directors are assigned to serve on the Parking Authority Commission. But only five members of the MTA Board must be named to the Commission. (California Streets & Highway Code §32656.)

Term: Four years (concurrent with term as SFMTA Board member). (California Streets & Highway Code §32657(c).)

Removal: May be suspended by the Mayor and removed by the Board of Supervisors for official misconduct. (Charter §15.105.)

Compensation: \$100 per month.

Health Benefits: Members of the Municipal Transportation Agency's Board of Directors serve *ex officio* as members of the Parking Authority (Charter §8A.112), and are eligible for health benefits as MTA Board members under Administrative Code §16.700(24). The Parking Authority is separately authorized to opt for participation per Administrative Code §16.700(f).

Appointment and Removal of Agency Head: The Municipal Transportation Agency's Board of Directors, acting in their capacity as the Parking Authority Commission, may appoint a Director of the Parking Authority, who would serve at the pleasure of the Commission. It is City policy that the offices of Director of Transportation and Director of the Parking Authority are not incompatible offices. As a result, the Director of Transportation now serves *ex officio* as the Parking Authority Executive Director. As authorized under State law, to avoid duplication of work and expenses, the Parking Authority has contracted with the SFMTA to provide administrative services to manage the Parking Authority's six garages. (California Streets & Highway Code §32812.)

Cessation of Parking and Traffic Commission July 1, 2002:

Until July 1, 2002: Parking and Traffic Commission members served *ex officio* as members of the Parking Authority. (California Streets & Highway Code §32657(b), and Charter §4.116 (repealed).)

After July 1, 2002: Proposition E adopted November 2, 1999, amended the Charter to merge the Department of Parking and Traffic into the Municipal Transportation Agency. On July 1, 2002 the Municipal Transportation Agency Board of Directors assumed the former Parking and Traffic Commission's responsibilities, including serving *ex officio* as the Parking Authority Commission. (California Streets & Highway Code §32657(c); Charter §8A.112.)

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**REDEVELOPMENT AGENCY
COMMISSION****CALIFORNIA HEALTH & SAFETY
CODE §§33100 *et seq.*;
ADMINISTRATIVE CODE §§24.1 - 24.6**

Purpose: The Agency is established by the City under state law to improve the environment of the City and create better urban living conditions through the removal of blight. The Agency is a legally separate public entity, existing solely to perform certain functions exclusively for and by authorization of the City and County of San Francisco. The Agency operates primarily in redevelopment project areas designated by the Board of Supervisors. It may use property tax increment financing, including issuing bonds, for such project areas, and may condemn property to implement a redevelopment plan approved by the Board of Supervisors. The Agency also provides local funding for the development of affordable housing throughout the City.

Members: Consists of seven members appointed by the Mayor with approval of the Board of Supervisors. At least one member must be a woman. (Administrative Code §24.1-1.)

Term: Four years. (California Health & Safety Code §33112.)

Removal: May be removed by the Mayor for inefficiency, neglect of duty, or misconduct in office, after service of written charges and hearing. (California Health & Safety Code §33115.)

Compensation: \$25 per meeting for each meeting attended, provided that the aggregate amount paid to any one member shall not exceed \$1,250 per year, and the aggregate amount paid to all members shall not exceed \$6,250 per year. (Administrative Code §24.4.)

Health Benefits: Agency may opt to participate per Administrative Code §16.700(f), and the Commissioners have opted to participate.

Appointment and Removal of Agency Head: The Commission appoints an Executive Director, who serves at the pleasure of the Commission. (California Health & Safety Code §33126; Redevelopment Agency Commission Bylaws §23D.)

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**RELOCATION APPEALS
BOARD****CALIFORNIA HEALTH & SAFETY
CODE §33417.5;
ADMINISTRATIVE CODE §§24.7, 24B.1**

Purpose: The Board hears all complaints against the Redevelopment Agency or any other City agency responsible for providing relocation services brought by residents of the various project areas relating to relocation and determines whether the agency has complied with applicable provisions of the California Redevelopment Law and related federal regulations. The Board, after a public hearing, transmits its findings and recommendations to the agency. The displacing agency or agency responsible for providing relocation services must comply with the recommendations to the maximum extent permitted by law or government regulation. (California Health & Safety Code §§33000 *et seq.*)

Members: Consists of five members appointed by the Mayor and approved by the Board of Supervisors. (Administrative Code §§24.7, 24B.1(a).)

Term: Three years. (Administrative Code §§24.7, 24B.1(b).)

Midterm Vacancies: In the event of a vacancy, a successor is appointed for the unexpired term of the office in the same manner as for initial members. (Administrative Code §§24.7, 24B.1(b).)

Removal: Members may be removed by the Mayor only for cause.

Compensation: Prohibited. But, members must be reimbursed for necessary expenses incurred in performance of duties, not to exceed \$15 per meeting and \$45 per month. (Administrative Code §§24.7, 24B.1(f).)

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable. The Mayor is responsible for assigning a member of his office or any office under his jurisdiction to the position of Executive Secretary to the Board. All other staff of the Board are under the immediate direction and supervision of the Executive Secretary.

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**TREASURE ISLAND
DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

**TREASURE ISLAND CONVERSION ACT OF
1997 (AB 699, AMENDING CALIFORNIA
HEALTH & SAFETY CODE §33492.5 AND
ADDING SECTION 2.1 TO CHAPTER 1333
OF THE STATUTES OF 1968);
SECOND AMENDED AND FULLY
RESTATED BYLAWS OF THE TREASURE
ISLAND DEVELOPMENT AUTHORITY**

Purpose: The Treasure Island Development Authority (TIDA) is a legally separate public entity, governed by a Board of Directors. TIDA promotes planning, redevelopment, reconstruction, rehabilitation, reuse and conversion of the former Naval Station Treasure Island, including Treasure Island and Yerba Buena Island, and all related tide and submerged lands and rights of access, for the public interest, convenience, welfare and common benefit of the inhabitants of the City and County of San Francisco. (TIDA Bylaws Article III, §1.) TIDA is the redevelopment authority for Treasure Island and Yerba Buena Island and administers the Tidelands Trust as to those portions of Treasure Island and Yerba Buena Island that are subject to the Tidelands Trust.

Members: Consists of one non-voting *ex officio* director and seven voting directors. The non-voting director is the member of the Board of Supervisors who represents Treasure Island and Yerba Buena Island. The seven voting directors are appointed by the Mayor. Directors must be selected based on their expertise in the areas of real estate development, urban planning, environmental protection and resource conservation, homeless assistance, financing, and other disciplines relevant to the reuse of Treasure Island and Yerba Buena Island. (TIDA Bylaws Article V, §6.) Appointments of directors who are officers of the City and County of San Francisco or officers of the San Francisco Redevelopment Agency are effective immediately and remain in effect, unless rejected by a two-thirds vote of the Board of Supervisors within 30 days following transmittal of written notice to the Board of Supervisors of such appointments.

Appointments of directors who are not City officers or officers of the San Francisco Redevelopment Agency are effective only upon approval by a majority of the Board of Supervisors. (TIDA Bylaws Article V, §7.) (Note: The Clerk of the Board of Supervisors has requested that the Mayor designate in each Notice of Appointment whether the appointee is an officer of the City or the San Francisco Redevelopment Agency.)

Term: Four years, except for the *ex officio* Board of Supervisors director. There are no limits on the number of consecutive terms a director may hold office. (TIDA Bylaws Article V, §8.)

Midterm Vacancies: Any vacancies other than the *ex officio* director are filled by appointment by the Mayor.

Removal: May be removed by the Mayor, with or without cause, at any time. (TIDA Bylaws Article V, §9.)

Compensation: None. (TIDA Bylaws Article V, §15.)

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the TIDA Board.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
DATE: February 12, 2010
RE: Memorandum on Appointments to Boards, Commissions, and Certain Other Entities
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Appointment and Removal of Agency Head: Under a Memorandum of Understanding between the City and TIDA, the City currently provides TIDA's staff, including the Director of Island Operations. Absent such Memorandum of Understanding, the TIDA Board would appoint its Director.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**TREASURE ISLAND / YERBA BUENA
 ISLAND CITIZENS ADVISORY
 BOARD**

**BOARD OF SUPERVISORS
 RESOLUTION NO. 89-99;
 TREASURE ISLAND DEVELOPMENT
 AUTHORITY BOARD OF DIRECTORS
 RESOLUTIONS NO. 00-41-12/21, 08-12-03/12;
 AMENDED AND RESTATED BYLAWS OF
 THE TREASURE ISLAND / YERBA BUENA
 ISLAND CITIZENS ADVISORY BOARD, AS
 AMENDED BY THE FIRST AMENDMENT.
 TO AMENDED AND RESTATED BYLAWS**

Purpose: The Citizens Advisory Board (CAB) was created by the Treasure Island Development Authority (TIDA), at the urging of the Board of Supervisors, to provide recommendations to TIDA concerning the final review and implementation of the draft base reuse plan dated July 1996, policies and objectives for interim reuses, and other matters of importance to the future of Treasure Island and all citizens of San Francisco. In providing advice and recommendations, the CAB must strive to reflect the values and interests of the various communities in the City. (CAB Bylaws Article I.)

Members: Consists of up to twenty-five members: twelve appointed by the Mayor, nine appointed by the Board of Supervisors, and four residents of former Naval Station Treasure Island (NSTI) who were initially selected by a vote of the existing residents of NSTI. Two of the four NSTI resident seats are designated for low and moderate income residents. (CAB Bylaws Article II.) The Mayor's appointments are not subject to disapproval by the Board of Supervisors. Membership of the CAB should reflect the following areas of general interest and expertise: land use and urban planning and architecture; transportation planning and alternative and mass transit, historic conservation and preservation, including expertise and/or interest in cultural resources; engineering and construction, including expertise and/or interest in geotechnical and architectural engineering, public infrastructure and large-scale project management; real estate development and financing; economic development and job generation and organized labor; first-source hiring, welfare to work and other "job broker" programs directed at economically disadvantaged San Franciscans; affordable and low-income housing; marine related activities, including expertise and/or interest in boating, board sailing and fishing; natural resources preservation and conservation, including expertise and/or interest in wetlands, open space, and green building and sustainable development; environmental and toxic remediation and control, including representation of the Treasure Island RAB; tidelands trust and public access; open meeting laws; recreational and athletic opportunities and programs; representative of public safety officers on Treasure Island; representative of TIHDI; representative of Job Corps; representative of Treasure Island Elementary School; representative of film production industry; and representative of residential tenants on Treasure Island.

Term: Until the resignation or death of the member, or termination for cause. Also, an NSTI resident member's term terminates upon the member moving off NSTI, and/or in the case of a

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low or moderate income resident member, upon the member no longer meeting the State's income limits for low and moderate income households. (CAB Bylaws Article II.)

Mid-term Vacancies: If the vacancy is for a Board of Supervisors appointed seat, the Board of Supervisors appoints the replacement. If the vacancy is for a Mayor appointed seat, the Mayor appoints the replacement. For the purpose of filling any vacancies in the NSTI resident member seats that arise after the initial election, one low and moderate income resident member seat and one non-income qualified resident member seat were designated Mayor appointed seats, and one low and moderate income resident member seat and one non-income qualified resident member seat were designated Board of Supervisors appointed seats. Such NSTI resident member seats remain subject to the eligibility requirements relating to residency and, if applicable, low and moderate income limits. (CAB Bylaws Article II.)

Removal: Any member who is absent for any four regularly scheduled meetings during any calendar year will automatically be terminated. (CAB Bylaws Article IV, Section 5.)

Compensation: None.

Health Benefits: Not eligible for health benefits.

Appointment and Removal of Department Head: Not applicable.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**LOCAL WORKFORCE
 INVESTMENT BOARD
 (WORKFORCE INVESTMENT
 SAN FRANCISCO)**

**WORKFORCE INVESTMENT ACT OF 1998
 29 U.S.C. 2801 *et. seq.*
 CALIFORNIA UNEMPLOYMENT INSURANCE
 CODE §14000**

Purpose: San Francisco's Local Workforce Investment Board (LWIB), also known as Workforce Investment San Francisco (WISF), in partnership with the Mayor, oversees the expenditure of federal funds that are granted through the state to the local workforce area consisting of the City and County of San Francisco. Creation of a LWIB is a condition of receipt of funds by a local workforce area under the Workforce Investment Act of 1998 (29 U.S.C. §§2801 *et. seq.*) (the "WIA"). The WIA's goal is to increase employment, retention, earnings and occupational skill attainment of participants in WIA-funded training programs, and thereby improve the quality of the workforce, reduce welfare dependency, and enhance American productivity and competitiveness. The WISF must develop and submit to the Governor a comprehensive five-year local plan in partnership with the Mayor. Also, the WISF, with the agreement of the Mayor, must select "one-stop operators," identify eligible providers of youth activities by awarding grants or contracts on a competitive basis, and identify eligible providers of job training services. The WISF, subject to the approval of the Mayor, must develop a budget for the purpose of carrying out its duties.

Members: The Mayor appoints the members of the WISF. The WIA does not specify a minimum or maximum membership of an LWIB. But an LWIB must be composed of the following classes of voting members: (1) representatives of business in the local area, (2) representatives of local education entities, (3) representatives of labor organizations nominated by local labor federations, (4) representatives of community-based organizations, (5) representatives of public and private sector economic development agencies, and (6) representatives of the each of the one-stop partners (service providers participating in a "one-stop" delivery system) as required by the WIA. The Mayor may also appoint other individuals as he or she deems appropriate.

Term: The regular term of each member is two years, expiring on January 31 of the relevant year. But, the initial term for not more than 50% of the members, randomly selected, is one year so that only 50% of the members are replaced or re-appointed at one time.

Removal: By a two-thirds vote, the WISF may recommend the removal of any member. Once the WISF votes to initiate removal of a member, the WISF must notify the member of the proposed action, the reasons for the action, and the date, time and place of the hearing 15 days before the effective date of the proposed termination of membership. The member proposed for removal has an opportunity to respond at a hearing before the WISF. Following the hearing, the WISF votes on whether the member should be removed. The decision of the WISF is final.

Compensation: None specified in the legislation.

Health Benefits: None.

Appointment and Removal of Agency Head: There is no agency head, but the WISF may hire staff.

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D. BOARDS THAT INCLUDE OTHER COUNTIES**ASSOCIATION OF BAY AREA
GOVERNMENTS (ABAG)
EXECUTIVE BOARD****CALIFORNIA GOVERNMENT
CODE §§6500 *et. seq.*;
ABAG BYLAWS**

Purpose: The Executive Board makes operating decisions, appoints committee members, authorizes expenditures, and recommends policy to the ABAG General Assembly regarding matters under the Assembly's jurisdiction.

Members: Consists of 38 voting members, appointed by boards of supervisors, and various city councils and mayors. The City and County of San Francisco appoints five members: two for the City, two for the County, and one alternating appointment. The Mayor serves *ex officio* and appoints one other elective officer or member of the Mayor's Staff of the City and County. The Board of Supervisors appoints the two County of San Francisco representatives. The Mayor and the Board of Supervisors alternately appoint the fifth San Francisco member as follows: in even-numbered years not evenly divisible by four the Board of Supervisors appoints one of its members to a two-year term; in even-numbered years evenly divisible by four the Mayor appoints a member to a two-year term. Each of the appointing authorities may also appoint alternates for the regular members. (ABAG Bylaws, Article VII.A.1.(e).) The Mayor's appointments are not subject to disapproval by the Board of Supervisors.

Term: Two years. (ABAG Bylaws, Article VII.A.3.) The term will end earlier if the member or alternate no longer holds the elective or appointive office required for appointment to the ABAG Board. (ABAG Bylaws, Article IX.G.)

Midterm Vacancies: Filled in the same manner and with the same qualifications as the original appointment. (ABAG Bylaws, Article IX.H.)

Removal: Delegates serve at the pleasure of their respective appointing authorities.

Compensation: \$150 per diem per voting member, with a maximum of 48 meetings per year. (ABAG Bylaws Article, VII.A.7.)

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the ABAG Executive Board.

Appointment and Removal of Agency Head: Appoints and has the authority to remove an Executive Director. (ABAG Bylaws, Article VII.A.6.) Either action requires the affirmative vote of a majority of the voting members of the Executive Board. (ABAG Bylaws, Article VIII.C.4.)

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**ASSOCIATION OF BAY AREA
GOVERNMENTS (ABAG)
GENERAL ASSEMBLY**

**CALIFORNIA GOVERNMENT
CODE §§6500 *et seq.*;
ABAG BYLAWS**

Purpose: ABAG is the official comprehensive planning agency for the San Francisco Bay Area region, which includes the counties of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma, and the cities within those counties. ABAG's mission is to strengthen cooperation and coordination among local governments by addressing social, environmental, and economic issues. The General Assembly determines policy, adopts the annual budget and work program, and reviews policy actions and recommendations of ABAG's Executive Board. The General Assembly meets twice a year, usually in April and October.

Members: Each member city and member county has one vote in the General Assembly. San Francisco is counted as both a city and county for purposes of membership (*i.e.*, two votes, with the Mayor representing the City and the Board of Supervisors representing the County).

Delegates from each member city and member county and their alternates must be elected officials in their respective jurisdictions, except that for the City of San Francisco the Mayor may appoint as his or her alternate any officer of the City. For the County of San Francisco, the Board of Supervisors appoints a delegate and an alternate. (ABAG Bylaws, Article VI.A.)

Term: Not specified, except that the term will end whenever the member or alternate no longer holds the elective or appointive office required for appointment to the ABAG General Assembly. (ABAG Bylaws, Article IX.H.)

Midterm Vacancies: Filled in the same manner and with the same qualifications as the original appointment. (ABAG Bylaws, Article IX.G.)

Removal: Not specified.

Compensation: Not specified.

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the ABAG General Assembly.

Appointment and Removal of Agency Head: Not applicable.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**BAY AREA AIR QUALITY
MANAGEMENT DISTRICT
BOARD****CALIFORNIA HEALTH & SAFETY
CODE §§40221.5, et. seq.**

Purpose: Manages the Bay Area Air Quality Management District. The District prepares and maintains air quality plans, collects air quality data and issues forecasts. The District also issues and tracks air quality permits for equipment producing pollutants, and promotes programs to reduce pollution.

Members: Members are appointed to the Board of Directors from each county included, in whole or in part, within the District, based on the population. San Francisco appoints three members. The Mayor appoints one member, either himself/herself or a member of the Board of Supervisors. The Mayor's appointment is not subject to disapproval by the Board of Supervisors. The Board of Supervisors appoints two members: either two of its members, or one of its members and the Mayor. The Mayor and any member of the Board of Supervisors appointed to the Board of Directors may designate a deputy to act on his or her behalf.

Term: Mayor's appointee, two years; Board of Supervisors appointees, four years. (California Health & Safety Code §40222.)

Midterm Vacancies: Filled by appointment in the same manner as the vacating member was appointed. (California Health & Safety Code §40223.)

Removal: May be removed at any time by the appointing authority. If four-fifths of the Board of Supervisors requests removal of the Mayor's appointee, the Mayor shall consider such removal within 20 days. (California Health & Safety Code §40223.)

Compensation: None. But, members may receive reimbursement for actual and necessary expenses for attending meetings, not to exceed \$100 per day, or while on official business of the District, not to exceed \$6,000 in any one year, as set by ordinance of the Board of Directors. (California Health & Safety Code §40227.)

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Bay Area Quality Management District Board of Directors.

Appointment and Removal of Agency Head: The Board appoints an Air Pollution Control Officer who serves at the pleasure of the board. (California Health & Safety Code §40229.)

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**GOLDEN GATE BRIDGE,
HIGHWAY AND
TRANSPORTATION DISTRICT
BOARD OF DIRECTORS****CALIFORNIA STREETS & HIGHWAYS
CODE §§27160 *et seq.***

Purpose: The District is a legally separate governmental entity. Its mission is to provide safe and reliable operation, maintenance and enhancement of the Golden Gate Bridge and to provide transportation services, as resources allow, for customers within the U.S. Highway 101 Golden Gate Corridor.

Members: Consists of 19 members representing the six counties that make up the district. Nine members represent the City and County of San Francisco. The Mayor appoints one member. The Board of Supervisors appoints eight: four members of the Board of Supervisors and four members of the public. The Mayor's appointee is not subject to disapproval by the Board of Supervisors. A certified copy of the Mayor's appointment declaration must be forwarded to the Secretary of State. (California Streets & Highways Code §27510(d).) Certified copies of the Board of Supervisors appointment resolutions must be forwarded to the Department of Transportation. (California Streets & Highways Code §27123.)

Term: Appointments are subject to review and re-affirmance by the appointing authority in January of each odd-numbered year. The Board of Supervisors must review and affirm any retention of its appointee(s) by resolution, and the Mayor of San Francisco must review and affirm retention of his or her appointee by issuance of a declaration. (California Streets & Highways Code §27124.)

Removal: May be removed by the appointing authority. (California Streets & Highways Code §27124.)

Compensation: Currently each member is paid \$50 per meeting, but no member is paid in excess of \$5,000 per year except that the President is not to receive in excess of \$7,500 per year. Each member receives travel expenses. (California Streets & Highways Code §27149.)

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Golden Gate Bridge, Highway, and Transportation District Board of Directors.

Appointment and Removal of Agency Head: The Board appoints a President. (California Streets and Highways Code §27142.)

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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METROPOLITAN TRANSPORTATION
COMMISSIONCALIFORNIA GOVERNMENT
CODE §§66500 *et seq.*

Purpose: The Commission is a local area planning agency created by state law, that provides comprehensive transportation planning for the region comprised of the City and County of San Francisco and the counties of Alameda, Contra Costa, Marin, Napa, San Mateo, Santa Clara, Solano, and Sonoma. The Commission is not a part of the executive branch of the state government.

Members: Consists of 19 members. Sixteen of the 19 are voting members: 12 are appointed from the surrounding counties (Alameda, Contra Costa, San Mateo and Santa Clara counties have two members each; Marin, Napa, Solano and Sonoma counties have one member each); two are appointed from the City and County of San Francisco, one by the Mayor and one by the Board of Supervisors; one is appointed by the Association of Bay Area Governments; and one is appointed by the San Francisco Bay Conservation and Development Commission. One non-voting member is appointed by the Secretary of the California Business, Transportation and Housing Agency. One non-voting member may be appointed by the United States Department of Transportation, and one non-voting member may be appointed by the United States Department of Housing and Urban Development, if these agencies choose to make appointments. (California Government Code §66504.) Commissioners are selected for their special familiarity with the problems and issues in the field of transportation. (California Government Code §66503.) The Mayor's appointment is not subject to disapproval by the Board of Supervisors.
Term: Four years, may be reappointed. (California Government Code §66504.)

Removal: Members may be removed only for cause. A commissioner appointed as a public officer vacates his or her commission seat upon ceasing to hold such public office unless the appointing authority consents to completion of the term of office. (California Government Code §66504.)

Compensation: None. But, members receive reimbursement for actual and necessary expenses; or in lieu of reimbursement for attendance at meetings may receive \$100 per diem plus travel expenses for no more than five meetings per month. (California Government Code §66504.1.)

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Metropolitan Transportation Commission.

Appointment and Removal of Agency Head: The Commission appoints an Executive Director.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**PENINSULA CORRIDOR
JOINT POWERS BOARD****CALIFORNIA GOVERNMENT
CODE §§6500 *et seq.*;
JOINT POWERS AGREEMENT,
OCTOBER 1996**

Purpose: The Peninsula Corridor Joint Powers Board (PCJPB) owns and administers commuter rail service (Caltrain) from San Francisco to Gilroy. Three member agencies make up the Board: the Santa Clara Valley Transportation Authority; the San Mateo County Transit District (SamTrans); and the City and County of San Francisco. PCJPB operations are governed by a Board of Directors. (Joint Powers Agreement, October 1996, §4.)

Members: Consists of nine directors, with three directors appointed by each member agency. For the City and County of San Francisco: the Municipal Transportation Agency, the Board of Supervisors, and the Mayor, each appoint one member. The Mayor's appointment is not subject to disapproval by the Board of Supervisors.

Term: None unless specified by the appointing authority at the time of appointment. Recent appointment resolutions by the San Francisco Board of Supervisors state a two-year term.

Removal: Members may be removed by the appointing authority.

Compensation: \$100 per meeting, up to \$400 per month.

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Peninsula Corridor Joint Powers Board.

Appointment and Removal of Agency Head: Not applicable. Under the 1996 Joint Powers Agreement, the General Manager of the Managing Agency is automatically the Executive Director of the PCJPB.

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TO: Mayor Newsom, and Clerk of the Board Calvillo
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**TRANSBAY JOINT POWERS
 AUTHORITY BOARD OF
 DIRECTORS**

**CALIFORNIA GOVERNMENT
 CODE §§6500 *et seq.*;
 TRANSBAY JOINT POWERS AGREEMENT;
 TRANSBAY JPA BYLAWS**

Purpose: The Transbay Joint Powers Authority (TJPA) will develop, construct and operate the new Transbay Terminal, which will provide regional intermodal transit connections through its expanded bus and rail service, including the downtown extension of Caltrain. There are three members of the TJPA: the City and County of San Francisco, the Caltrain Joint Powers Board (JPB), and Alameda County (AC) Transit. The TJPA governs its operations through a Board of Directors. (Joint Powers Agreement, §§1, 2.)

Members: Consists of a five-person Board of Directors. The City and County of San Francisco appoints three Directors: one each is appointed by the Mayor (which is not subject to Board of Supervisors approval), the City's Municipal Transportation Agency (which is subject to affirmative Board of Supervisors approval), and the Board of Supervisors. The Board of Supervisors appointee must be a member of the Board of Supervisors. (San Francisco Board of Supervisors Resolution No. 104-01.) Caltrain JPB and AC Transit appoint the other two members. Appointing authorities may also appoint alternates for the Directors whom they appoint. (Joint Powers Agreement §8(a); TJPA Bylaws §7.2.)

Term: None specified in the Joint Powers Agreement.

Midterm Vacancies: Under the TJPA Bylaws, a vacancy exists following: the death of a director, the removal, dismissal or resignation of a director from the position s/he held with the Member at the time s/he became a director, a resolution of the Board of a vacancy of an office of a director who has been declared of unsound mind by an order of the court or convicted of a felony after having been appointed, or written notice to the Secretary from the appointing member stating that the designation of the director or alternate director has been revoked. (TJPA Bylaws §7.3(a).) No director or his or her alternate may resign if the Authority would then be without at least two directors or their alternates, in charge of its affairs. (TJPA Bylaws §7.3(b).)

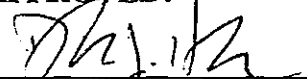
Removal: Directors may be removed by their appointing authority. (TJPA Bylaws §7.3(a)(iv).)

Compensation: None. (But, Directors may be reimbursed for expenses.) (Joint Powers Agreement §8(b); Bylaws §7.8.)

Health Benefits: Not separately eligible for health benefits from the City and County of San Francisco by virtue of appointment to the Transbay Joint Powers Authority Board.

Appointment and Removal of Agency Head: The Board appoints the Executive Director.

APPROVED:



 DENNIS J. HERRERA
 City Attorney

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