

File No. 110150

Committee Item No. 5

Board Item No. \_\_\_\_\_

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Rules

Date 2/17/11

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

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#### OTHER

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Completed by: Linda Wong

Date 2/14/11

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

1 [Administrative Code – Process for Mayoral Appearance at the Board of Supervisors]

2  
3 **Ordinance amending the Administrative Code by adding Section 2.11 to establish a**  
4 **process for the Mayor to appear at the Board of Supervisors for a question and answer**  
5 **session.**

6 NOTE: Additions are *single-underline italics Times New Roman*;  
7 deletions are *strike-through italics Times New Roman*.  
8 Board amendment additions are double-underlined;  
9 Board amendment deletions are ~~strikethrough normal~~.

9 Be it ordained by the People of the City and County of San Francisco:

10 WHEREAS, The San Francisco voters adopted "Proposition C" in November of 2010,  
11 amending Section 3.100 of the Charter to require the Mayor to appear "in person, at one  
12 regularly-scheduled meeting of the Board of Supervisors each month to engage in formal  
13 policy discussions with members of the Board;" and

14 WHEREAS, The San Francisco voters further amended Section 2.103 of the Charter to  
15 require that the "Board of Supervisors, in consultation with the Mayor, shall provide by  
16 ordinance for rules and guidelines governing the conduct of appearances by the Mayor under  
17 section 3.100(7);" now, therefore be it ordained

18 Section 1. The San Francisco Administrative Code is hereby amended by adding  
19 Section 2.11, to read as follows:

20 **SEC. 2.11. MAYOR'S MONTHLY APPEARANCE AT THE BOARD FOR FORMAL POLICY**  
21 **DISCUSSIONS.**

22 1. Pursuant to Section 3.100(7) of the Charter, the Mayor shall appear at the second  
23 regularly scheduled meeting of the Board of Supervisors each month. The Mayor may, due to conflict,  
24 arrange with the President to reschedule his monthly appearance. The President, in consultation with  
25 the Mayor, may also reschedule the Mayor's appearance where the second regularly scheduled meeting

1 does not occur. A supermajority of the Board may, when the item is called, move to forego the question  
2 and answer session.

3 2. Supervisors eligibility to ask questions shall be determined in order of each  
4 Supervisorial District on a rotating basis each month. Each Supervisor from an odd District may  
5 submit and ask a question for the Mayor's first appearance, each Supervisor from an even District may  
6 submit and ask a question for the following appearance. Thereafter, a Supervisor's eligibility to ask  
7 questions shall continue to rotate in this manner alternating each month between odd and even  
8 Districts. A Board member eligible to ask a question shall submit the question to the Clerk of the  
9 Board and the Mayor by 5:00 p.m. the Wednesday prior to the Mayor's appearance. The Clerk and the  
10 Board President shall review the submitted questions and include on the Board agenda all submissions  
11 that meet the guidelines in Section 2.11(3) of the Administrative Code. A supermajority of the Board  
12 may, by oral motion, move to strike any question posed to the Mayor and, if the motion carries, the  
13 Mayor shall not be required to answer. A supermajority of the Board may, by oral motion, allow an  
14 eligible Board member to ask a question that was not posed by 5:00 on a Wednesday where that  
15 question relates to a sudden or unexpected incident or occurrence raising formal, time-sensitive policy  
16 questions that members could not have anticipated prior to the 5:00 Wednesday deadline and that  
17 cannot be adequately addressed at the next scheduled question time. In the case of such questions, in  
18 order to foster a meaningful discussion with the Mayor, Supervisors are strongly encouraged to notify  
19 the Mayor, Board President and Clerk of the Board, in writing, as soon as possible in advance of the  
20 Mayor's appearance that they intend to ask to be allowed to pose the question. The notification shall  
21 include the proposed question.

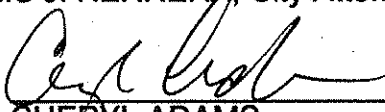
22 3. The Mayor's appearance shall be the first regular item of business on the Board's  
23 agenda. The Mayor may address the Board initially for up to five minutes. Thereafter, discussion,  
24 including the asking and answering of questions, shall not exceed five minutes per Supervisor. The  
25 questions, including those relating to sudden or unexpected incidents or occurrences, and ensuing

1 discussion related to the questions between the Mayor and the Board, shall be limited to formal policy  
2 matters as set forth in Charter Section 3.100(7) and shall be limited to items that are within the subject  
3 matter jurisdiction of the Mayor or the Board. Any question posed that does not fall within these  
4 parameters shall be ruled out of order. The Mayor and Board may not discuss matters that have  
5 already been considered in committee and that are on the Board's regular agenda as an action item for  
6 the particular day on which the Mayor makes his appearance.

7 4. Public comment concerning the matters discussed during the Mayor's appearance at the  
8 Board shall take place during general public comment.

9 APPROVED AS TO FORM:  
10 DENNIS J. HERRERA, City Attorney

11 By:

  
12 \_\_\_\_\_  
13 CHERYL ADAMS  
14 Deputy City Attorney

**LEGISLATIVE DIGEST**

[Administrative Code – Process for Mayoral Appearance at the Board of Supervisors]

**Ordinance amending the Administrative Code by adding Section 2.11 to establish a process for the Mayor to appear at the Board of Supervisors for a question and answer session.**

Existing Law

The San Francisco voters adopted "Proposition C" in November of 2010, amending Section 3.100 of the Charter to require the Mayor to appear "in person, at one regularly-scheduled meeting of the Board of Supervisors each month to engage in formal policy discussions with members of the Board." Section 2.103 of the Charter, as amended in November 2010, further requires the Board, in consultation with the Mayor, to adopt an ordinance providing for rules and guidelines governing the conduct of the Mayor's appearances.

Amendments to Current Law

This legislation creates the rules and guidelines governing the Mayor's appearances at the Board. The Mayor will appear the second Tuesday of each month. Supervisors will be eligible to ask questions based on their Supervisorial district. Supervisors from odd districts will ask the questions the first month, Supervisors from even districts will be eligible to ask questions the following month. Thereafter the eligibility will rotate in this fashion each month.

Eligible Supervisors may pose a question to the Mayor by submitting it to the Clerk of the Board and the Mayor by 5:00 the Wednesday prior to the Mayor's appearance. In certain instances, involving unforeseen and time sensitive events, eligible Supervisors may be allowed to ask questions not posed prior to the 5:00 Wednesday deadline.

A supermajority of the Board may vote to forego the Mayor's appearance. A supermajority of the Board may also strike a question posed to the Mayor. The Mayor and the Board President may reschedule the Mayor's appearance where the Mayor has a conflict or where the Board does not meet on the second due to a holiday or recess.

