

FILE NO. 110150

ORDINANCE NO.

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

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Ordinance amending the San Francisco 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.

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

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

WHEREAS, 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;” and

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

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

SEC. 2.11. MAYOR’S MONTHLY APPEARANCE AT THE BOARD FOR FORMAL POLICY DISCUSSIONS.

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

1 scheduled meeting does not occur. In those instances, the Board President shall communicate to
2 the Clerk of the Board the rescheduling of Mayor's appearance date. A supermajority of the
3 Board may, when the item is called, move to forego the question and answer session.

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

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

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

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

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

12 By: _____
13 CHERYL ADAMS
14 Deputy City Attorney