

Board of Supervisors



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

MEMORANDUM

TO: Members, Board of Supervisors

FROM: Angela Calvillo
Clerk of the Board of Supervisors

RE: Proposed Process on Mayor Succession

DATE: November 19, 2010

The Clerk of the Board of Supervisors (Clerk) has been directed to propose a process for nomination and appointment of a successor mayor for discussion at the November 23, 2010 Board of Supervisors (Board) meeting (Motion M10-173). Pursuant to Resolution #463-10, the Clerk has drafted this proposal under the guidance of the Santa Clara County Counsel.

Charter Section 2.105 states the Board shall meet and transact its business according to rules which it shall adopt. The Board's Rules of Order are formally adopted rules which provide for parliamentary actions normally used by the Board. Additionally, the Board's adopted external parliamentary authority on any question or point of order not contained in the Board's Rules of Order is governed by Robert's Rules of Order.

The Clerks' Office has examined both parliamentary authorities for the Board; the Rules of Order effective February 23, 2010, and Robert's Rules of Order (10th Edition). The attached Exhibit A is a proposed process for which a successor mayor could be nominated and appointed.

The Board is responsible for interpreting and following its own rules and has considerable latitude to set its own process and may choose to modify the proposed process or create its own process.