

**CITY OF OAKLAND
MEMORANDUM**

FILED
OFFICE OF THE CITY CLERK
OAKLAND

JMB

TO: Rules & Legislation Committee
ATTN: Assistant to the City Manager
FROM: Gregory Hunter
239-2992
CEDA/Commercial Lending

2004 JAN 14 AM 10:54

DATE: January 15, 2004

SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

**TITLE: REPORT AND RESOLUTION AUTHORIZING THE CITY MANAGER TO
RESTRUCTURE STAFFING, FUNCTIONS AND THIRD PARTY CONTRACTS
ASSOCIATED WITH COMMERCIAL LENDING, ENTREPRENEUR AND
SMALL BUSINESS OWNER TRAINING AND TECHNICAL ASSISTANCE
PROGRAMS OF THE ONE STOP CAPITAL SHOP**

SCHEDULING RECOMMENDATION:

A. Committee – Community and Economic Development
(Please specify Committee. Committees meet 2nd & 4th Tuesdays)

_____ City Council _____ Redevelopment Agency
(Council/Agency meets on 1st, 3rd, and 5th Tuesdays)

B. Meeting Date: February 10, 2004

Is there a statutory, regulatory, financial or grant deadline? Specify: No

Is a staff report required/requested?

What is the fiscal impact on the City/Agency? Potential reduction of FTE

If the ten-day (Sunshine Ordinance) agenda deadline cannot be met, please indicate reason:

___ Item constitutes an "emergency" (Crippling disaster, work stoppage or other activity which severely impacts public health and/or safety)

___ It was not reasonably possible to place the proposed item on the two-week agenda AND any of the following exist:

___ Item requires immediate action to avoid a substantial adverse impact if action is deferred to a subsequent special or regular meeting;

___ Item requires immediate action relating to federal or state legislation;

___ Item requires immediate action relating to eligibility for a grant or gift; OR

___ Item is ceremonial.

Explain why item could not have been placed on the 10-day agenda: