

# AGENDA REPORT

TO: THE HONORABLE MEMBERS  
OF THE RULES AND LEGISLATION  
COMMITTEE

FROM: ARTURO SANCHEZ  
Deputy City Administrator

SUBJECT: Supplemental to Ballot Measure  
Deadlines for the November 4, 2014 Election

DATE: February 13, 2014

City Administrator  
Approval

Date

COUNCIL DISTRICT: City-Wide

## RECOMMENDATION

Staff recommends that the City Council accept this supplemental report regarding the Ballot Measure Deadlines for the November 4, 2014 Election. This report addresses deadlines and proposed schedules for ballot measures proposed by the City Council and do not apply to ballot measures proposed through the voter initiative process, which require signature certification by the County Clerk.

## REASON FOR SUPPLEMENTAL REPORT

On February 6, 2014, the Rules and Legislation Committee received a report from the City Clerk which explained that August 8, 2014 is the 88 day deadline for City Council-approved ballot measures to be submitted to Alameda County in order to get a ballot measure on the November 4, 2014 election ballot. The report also identified July 29, 2014 as the last City Council meeting currently scheduled before the deadline for submission of a qualified ballot measure to Alameda County. The Committee requested the Office of the City Administrator to return with a supplemental report which provides relevant dates preceding the August 8<sup>th</sup> deadline.

In response to that request, staff outlined in the table below, dates for two possible scenarios, a legal deadlines scenario and an optimal deadlines scenario. The legal deadlines scenario only outlines the minimal legal requirement deadlines for the City based on the requirements of the County, Office of the City Clerk, and the Office of the City Attorney. The optimal deadlines scenario provides dates which would allow for maximum discussion time in both committee and at the full Council. The optimal deadline scenario also factors in the dates included in Councilmember Noel Gallo's resolution for public participation. Lastly, the optimal deadline scenario also lists the staff report due dates and internal deadlines which provide time to prepare a thorough report to aid in the committee and full Council discussions.

Item \_\_\_\_\_  
Rules and Legislation Committee  
February 25, 2014

Action	Legal Deadlines	Optimal Timeline Deadlines	
		Committee	Full Council
Community Hearings at Public Safety Committee	--	April 8 & May 13	--
<b>Administrative Actions</b>			
Report, Resolution & Proposed ballot measure due to Budget and City Attorney Offices	--	May 15	--
Report, Resolution & Proposed ballot measure with signatures due to CAO	--	May 19	June 26 for July 1 <sup>st</sup> meeting
Agenda packet distribution date	Comply with Brown Act and Sunshine	May 30 for June 10 <sup>th</sup> meeting	*June 27 for July 1 <sup>st</sup> meeting
<b>City Council Actions (in Committee or Full Council)</b>			
Council committee develops ballot measure recommendations using community feedback	--	June 10 & 24	--
Full Council hearing(s) and finalization of proposed ballot measure legislation	July 29**	--	July 1, 15, & 29
Full Council adoption of a resolution calling for a ballot measure election	July 29**	July 29	
<b>Actions of the Clerk, City Attorney, or the County***</b>			
City Attorney to submit full text of Ballot Measure	August 8	August 8	
City Attorney and City Auditor must submit impartial legal and financial analyses by noon to City Clerk	August 8	August 8	
<b>88 DAY DEADLINE TO DELIVER MATERIALS TO THE COUNTY</b>	August 8	August 8	
Tentative Deadline Submission of Direct Arguments	August 12	August 12	
Tentative Deadline Submission of Rebuttal Arguments to City Clerk	August 19	August 19	
Tentative Public inspection period	August 29	August 29	
Tentative Sample ballots mailed out by the Registrar of Voters	September 2014	September 2014	
Tentative Election ballots mailed out	October 2014	October 2014	
<b>ELECTION DAY (polls close at 8pm)</b>	November 4	November 4	

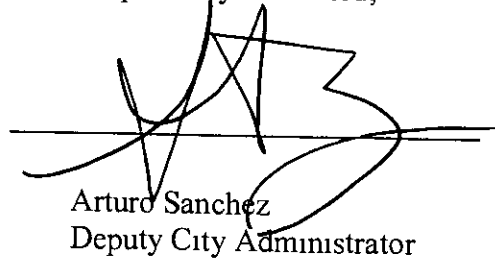
\* Assumes 3 day supplemental agenda to account for June 24<sup>th</sup> Public Safety Committee meeting input

\*\* July 29, 2014 is not a legal deadline It is the last City Council meeting currently scheduled before the August 8<sup>th</sup> deadline for submission of a qualified ballot measure to Alameda County

\*\*\* All action dates of the City Clerk, City Attorney, or the County are subject to change depending on the City Council adoption date of the resolution calling for a ballot measure election

For questions regarding this report, you may contact LaTonda Simmons in the Office of the City Clerk at (510) 238-3122 or Chantal R. Cotton in the Office of the City Administrator at (510) 238-3301

Respectfully submitted,



Arturo Sanchez  
Deputy City Administrator

Attachments

Attachment A City Council Approved Calendar for January 2014 – December 2014

City of Oakland  
Office of the City Clerk

Revised  
December 9, 2013

Calendar for January 2014 - December 2014

**Council/Committee Meeting, Report & Distribution Schedule For 2-Week Agendas**

*This meeting schedule is subject to change, please contact the Clerk's Office to verify dates*

<b>Council/Committee Meeting Dates</b>	<b>Reports Due To City Administrator's Office Mbrday, 4 00 PM (3 Weeks Prior To Meeting)</b>	<b>Agenda Packet Distribution</b>
1/07/2014 Council	12/16/13	12/27/13
1/14/2014 Committee	12/16/2013	1/3/2014
1/21/2014 Council	12/16/2013	1/10/2014
1/28/2014 Committee	1/6/2014	1/17/2014
2/4/2014 Council	1/13/2014	1/24/2014
2/11/2014 Committee	1/17/2014*	1/31/2014
2/18/2014 Council	1/27/2014	2/7/2014
2/25/2014 Committee	2/3/2014	2/14/2014
3/4/2014 Council	2/10/2014	2/21/2014
3/11/2014 Committee	2/14/2014*	2/28/2014
3/18/2014 Council	2/24/2014	3/7/2014
3/25/2014 Committee	3/3/2014	3/14/2014
4/1/2014 Council	3/10/2014	3/21/2014
4/8/2014 Committee	3/17/2014	3/28/2014
4/15/2014 Council	<b>Spring Recess – Meetings Cancelled</b>	<b>Spring Recess – Meetings Cancelled</b>
4/22/2014 Special Council	3/31/2014	4/11/2014
4/29/2014 Special Committee	4/7/2014	4/18/2014
5/6/2014 Council	4/14/2014	4/25/2014
5/13/2014 Committee	4/21/2014	5/2/2014
5/20/2014 Council	4/28/2014	5/9/2014
5/27/2014 Committee	5/5/2014	5/16/2014
6/3/2014 Council	5/12/2014	5/23/2014
6/10/2014 Committee	5/19/2014	5/30/2014
6/17/2014 Council	5/23/2014*	6/6/2014
6/24/2014 Committee	6/2/2014	6/13/2014
7/1/2014 Council	6/9/2014	6/20/2014
7/8/2014 Committee	6/16/2014	6/27/2014
7/15/2014 Council	6/23/2014	7/3/2014*
7/22/2014 Committee	6/30/2014	7/11/2014
7/29/2014 Special Council	7/7/2014	7/18/2014
8/1/2014 – 9/2/2014	<b>Mayor's Summer Recess – Meetings Cancelled</b>	<b>Mayor's Summer Recess – Meetings Cancelled**</b>
9/9/2014 Committee	<b>Admission Day Holiday – Meeting Cancelled</b>	<b>Admission Day Holiday – Meeting Cancelled</b>
9/16/2014 Special Committee	8/25/2014	9/5/2014
9/23/2014 Special Council	8/29/2014*	9/12/2014
9/30/2014 Special Committee	9/8/2014	9/19/2014
10/7/2014 Council	9/15/2014	9/26/2014
10/14/2014 Committee	9/22/2014	10/3/2014
10/21/2014 Council	9/29/2014	10/10/2014
10/28/2014 Committee	10/6/2014	10/17/2014
11/4/2014 Council	<b>Elections Day – Council Meeting Cancelled</b>	<b>Elections Day – Council Meeting Cancelled</b>
11/5/2014 Special Council	10/13/2014	10/24/2014
11/11/2014 Committee	<b>Veteran's Day Holiday – Meeting Cancelled</b>	<b>Veteran's Day Holiday – Meeting Cancelled</b>
11/12/13 Special Committee	10/20/2014	10/31/2014
11/18/2014 Council	10/27/2014	11/7/2014
11/24/2014 – 11/28/2014	<b>Thanksgiving Recess – Meetings Cancelled</b>	<b>Thanksgiving Recess – Meetings Cancelled</b>
12/2/2014 Special Committee	11/10/2014	11/21/2014
12/9/2014 Special Council	11/17/2014	11/26/2014*
12/16/2014 Special Committee	11/24/2014	12/5/2014
12/22/2014 – 12/31/2014	<b>Winter Recess – Meetings Cancelled</b>	<b>Winter Recess – Meetings Cancelled</b>

\* Agenda Distribution Dates Changed Due To City Holidays

\*\* During August 2014 the Mayor's Annual Recess Agenda dates will be August 5, 12, 19 & 26.