CITY OF OAKLAND
MEMORANDUM

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OFFICE OF THE CITY CLERK
OAKLAND

2003 DEC 22 AM 10: 28

TO: **Rules & Legislation Committee**
ATTN: **Assistant to the City Manager**
FROM: **Name** William Noland
Phone No. 238-6325
Address/Agency/Dept Finance and Management
DATE: December 22, 2003

SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

TITLE: Public Hearing on Assessment of Liens for Delinquent Business Taxes

SCHEDULING RECOMMENDATION:

A. Committee _____
(Please specify Committee. Committees meet 2nd & 4th Tuesdays)

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

B. Meeting Date: January 20, 2004

Is there a statutory, regulatory, financial or grant deadline? Specify:

Is a staff report required/requested?

What is the fiscal impact on the City/Agency?

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:

A separate request must be completed for each item for scheduling. Requests must be submitted by **10:00A.M.** of the **Wednesday** preceding the relevant Rules & Legislation Committee meeting.
Attach any supporting documentation.

04-0022

Revised 3/31/03