

AMB

**CITY OF OAKLAND
MEMORANDUM**

TO: Rules & Legislation Committee
ATTN: Assistant to the City Manager
FROM: Name Desley Brooks
Phone No. 238-7006
Address/Agency/Dept City Council
DATE: 10-21-03

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2003 OCT 22 PM 2: 26

SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

TITLE: RESOLUTION AUTHORIZING COUNCIL MEMBERS LARRY REID AND DESLEY BROOKS TO ATTEND THE BAY AREA WORLD TRADE CENTER "TRADE AND FRIENDSHIP MISSION" IN GHANA, AFRICA NOVEMBER 19-26, 2003

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: 11-04-03

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

Is a staff report required/requested? No

What is the fiscal impact on the City/Agency? None

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: