

**CITY OF OAKLAND  
MEMORANDUM**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2004 JUN 23 AM 10:43

**TO: Rules & Legislation Committee**  
**ATTN: Assistant to the City Manager**  
**FROM: Councilmember Larry E. Reid**  
**238-7007**

**DATE: 6/22/04**

**SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM**

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**TITLE: Resolution Honoring Janie B. Young Upon Her Retirement from the City of Oakland after 36 Years of Service**

**SCHEDULING RECOMMENDATION:**

A. Committee \_\_\_\_\_  
(Please specify Committee. Committees meet 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays)

  X   City Council                      Redevelopment Agency  
(Council/Agency meets on 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> Tuesdays)

B. Meeting Date: **7/20/04**

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

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:

A separate request must be completed for each item for scheduling. Requests must be submitted in **electronic format by 6:00 p.m.** of the **Tuesday** preceding the relevant Rules & Legislation Committee meeting.