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Office of the City Administrator
Sabrina B. Landreth
City Administrator

(510) 238-3301

Revised: October 22, 2015

Chairperson and Members of the Committee:

Subject: **Scheduling of Outstanding Committee Items**

In an effort to keep Committees informed of outstanding items to be reviewed, we will provide you with a list each meeting. We would like your direction in scheduling these items, and any others you may know of, for Council Committee review.

Rules & Legislation Committee: Every Thursday, 10:45 a.m. (Chair: Gibson McElhaney, Council Members: Guillen, Kalb, and Reid; City Attorney: Barbara Parker; Staff: Stephanie Hom, Deputy City Administrator)

November 5, 2015

1. Adopt the 2016 Calendar for the City Council and Council Committee Meeting Report and Distribution Schedule (Rules 10/15/15 Item 4.3 [15-0230])

Respectively Submitted,

Sandra Eve-Fisher for:

Sabrina B. Landreth
City Administrator

Item: _____
Rules Committee
October 29, 2015