

**CITY OF OAKLAND  
MEMORANDUM**

**TO: Rules & Legislation Committee**  
**ATTN: Assistant to the City Manager**  
**FROM: Councilmember Jean Quan**  
**238-7304**  
**Oakland City Council**  
**DATE: March 31, 2004**

**SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM**

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**TITLE: REQUEST FROM COUNCILMEMBER QUAN FOR A SPECIAL COUNCIL WORKSHOP ON VIOLENCE PREVENTION.**

**SCHEDULING RECOMMENDATION:**

- A. Committee \_\_\_\_\_  
(Please specify Committee. Committees meet 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays)
- XX 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: Either a Regular or Special City Council meeting to be scheduled in April or May.

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

Is a staff report required/requested? Yes.

What is the fiscal impact on the City/Agency? To be determined.

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 **6:00 P.M.** of the **Tuesday** preceding the relevant Rules & Legislation Committee meeting.  
Attach any supporting documentation.