

CITY OF OAKLAND

MEMORANDUM  
OFFICE OF THE CITY CLERK  
OAKLAND

*gmb*

TO: Rules & Legislation Committee  
ATTN: Assistant to the City Manager 2004 FEB 18 PM 3: 07  
FROM: Name: William Noland  
Phone No. 238-6325  
Address/Agency/Dept Finance & Management Agency/Revenue  
DATE: February 19, 2004  
SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

---

TITLE: Public hearing on assessment of liens for transient occupancy taxes

**SCHEDULING RECOMMENDATION:**

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

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: Move from March 16, 2004 to April 20, 2004

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?

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. Attach any supporting documentation.

*04-0161*