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Office of the City Administrator  
Sabrina B. Landreth  
City Administrator

(510) 238-3301

**March 5, 2020**  
**(Revised 02/27/20)**

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: Thao, Council Members: Fortunato Bas, Gibson McElhaney, and Kaplan; City Attorney: Barbara Parker; Doryanna Moreno; Staff: Richard Luna, Assistant to the City Administrator)**

**Anticipated Date of Scheduling**

<b><u>March 12, 2020</u></b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>
1	Resolution On The City Council's Own Motion Submitting To The Voters At The November 3, 2020 Municipal Election, An Amendment To City Charter Article XI, Adding Section 1106, To Provide For Voting By Persons Aged 16 And 17 Years Old, For The Office Of School Board Director, And Directing The City Clerk To Take All Actions Necessary Under Law Submit This Item To The November 3, 2020 General Election	<b>Rules 2/20/20 [4.13] (20-0204)</b>

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March 26, 2020

No.	Title	Scheduled
1.	<p>Receive Informational Report From The Office Of The City Attorney, Including The Following Information:</p> <p>1) When A Member Of A City Commission Has A Complaint Of Misconduct By City Personnel, To Whom Should Such A Complaint Be Submitted? Who Will Investigate Such Allegations? To Whom Will Any Result Be Provided For Resolution?</p> <p>2) When A Member Of The Public Has A Complaint About Alleged Misconduct By The Mayor And/Or Administrator, What Are The Options For The City Council To Take When We Receive Such A Complaint? By Whom Are Such Complaints To Be Investigated And Responded? What Is The Appropriate Method For A Member Of The Public To Submit Such Complaints And To Whom?</p> <p>3) Does The City Attorney's Office Have A Responsibility To Admonish Other City Elected Officials When There Is A Concern About Violation Of The City Charter? If This Duty Or Power Of The City Attorney Exists - Does This Apply To All City Officers Or Only Specific Ones?</p> <p>4) Do City Council Members Have An Attorney-Client Relationship With The City Attorney?</p> <p>5) What Are The Requirements For The "State Of The City Address" Per The City Charter? What Is The Method For Noticing And Posting For Such A Meeting? What Is The Public Comment Method And Rules? Who Is Responsible For Ensuring Compliance With The Section Of The Charter Requiring The Mayor To Deliver A Specified State Of The City Address? When We Receive Complaints About Non-Compliance With This Section, What Powers And Authorities Does The Council Have To Remedy And Respond? To Whom Should Such Issues Be Referred For Investigation And Potential Remedy?</p>	<p><b>Title Change (Rules 2/20/20) [20-0177]</b></p>

<b><u>Annual Report</u></b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>
1	Receive an Informational Report and Briefing from the City Attorney's Office on All New California State Laws Which Become Effective in 2018. Said Report Shall be Annually Presented at the First Rules Committee in February of Each Year	<b>Rules 1/7/16 [4-7]</b> <b>Last report heard 2/20/2020</b>  <b>(20-0148)</b>

<b><u>For Tracking Purposes</u></b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>

<b><u>Pending/ No Date Specific</u></b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>
1	Adopt a Resolution to Nullify the December 14, 2018 Action to Certify Measure AA as Passed (Public Hearing)	Rules 1/31/19 [4.1] {18-1338} <i>League of Women Voters</i>
2	Adopt A Resolution Amending And Superseding The Council's Rules Of Procedure Currently Set Forth In Resolution No. 87044 C.M.S., To Adjust The Order Of Business, Begin Regular Council Meetings At 5:00 P.M., Provide For The Appointment Of A Designated Alternate For The Rules Committee, Limit Presentations To Generally 10 Minutes, And Provide Various Other Clarifications And Adjustments	Special Council Retreat 1/29/20 (18-1258)

Respectfully submitted,

*Sabrina B. Landreth, for*

Sabrina B. Landreth  
City Administrator

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