

To: Rules Committee  
Attn.: Asst. City Manager

Date: June 25, 2004

From: Councilmember Larry Reid  
238-7007

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OFFICE OF THE CITY CLERK  
OAKLAND  
CITY OF  
OAKLAND  
2004 JUN 30 AM 10:30  
MEMORANDUM



Subject: Request to Schedule  
Agenda Item

TITLE: *(Resolution caption or description of item as it would appear on the agenda)*  
A Presentation and Resolution Honoring Drew Winsor upon his retirement from the City of Oakland

SCHEDULING RECOMMENDATION:

A. COMMITTEE  
*(Please specify)*

CITY COUNCIL REDEVELOPMENT AGENCY

B. MEETING DATE: JULY 20, 2004

PLEASE INDICATE WHY THE TWO-WEEK AGENDA DEADLINE CANNOT BE MET:

- Non-controversial and routine (i.e., ceremonial presentations)*
- Item referred for action by the City Council or \_\_\_\_\_ Committee*
- Item constitutes an emergency (CRIPPLING DISASTER, WORK STOPPAGE OR OTHER ACTIVITY WHICH SEVERELY IMPACTS PUBLIC HEALTH AND/OR SAFETY)*
- Item is time-sensitive and/or action is required to avoid substantial adverse fiscal impact*
- Item relates to state/federal legislation which requires the City to take a position in a timely manner*

IS A STAFF REPORT REQUIRED/REQUESTED? NO

WHAT IS THE FISCAL/FINANCIAL IMPACT OF ITEM ON THE CITY/AGENCY? NONE

04-0617

**A SEPARATE REQUEST MUST BE COMPLETED FOR EACH ITEM FOR SCHEDULING. REQUESTS MUST BE SUBMITTED BY 10 A.M. THE WEDNESDAY PRECEDING THE RELEVANT RULES & LEGISLATION COMMITTEE MEETING. ATTACH ANY SUPPORTING DOCUMENTATION.**