

**CITY OF OAKLAND  
MEMORANDUM**

**TO:** Rules & Legislation Committee  
**ATTN:** Assistant to the City Manager  
**FROM:** Name Joseph Yew  
Phone No. 238-6325  
Address/Agency/Dept Finance & Management/Treasury  
**DATE:** February 5, 2004

**SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM**

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**TITLE:** Cash Management Report for Quarter ended December 31, 2003

**SCHEDULING RECOMMENDATION:**

- A. Committee Finance & Management  
(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: February 24, 2004

Is there a statutory, regulatory, financial or grant deadline? Specify:

Is a staff report required/requested?

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:

04-0122