



Memorandum

**TO: RULES & OPEN GOVERNMENT
COMMITTEE**

FROM: Mayor Chuck Reed

**SUBJECT: RULES & OPEN GOVERNMENT
COMMITTEE WORKPLAN**

DATE: May 29, 2008

Approved

Chuck Reed

Date

5/29/08

RECOMMENDATION

Approval of the Rules and Open Government Committee workplan for the period August through December 30, 2008 and setting its meeting schedule for every Wednesday at 2:00 p.m. in Rooms W118-119.

WORKPLAN CONTENTS

**RULES AND OPEN GOVERNMENT
COMMITTEE WORKPLAN
August 2008 – December 2008**

COMMITTEE MEMBERS:

Mayor Chuck Reed, Chair
Vice Mayor Dave Cortese, Vice Chair
Councilmember Judy Chirco
Councilmember Pete Constant

STAFF:

Debra Figone, City Manager
Rick Doyle, City Attorney
Lee Price, City Clerk
Harry Mavrogenes, RDA Executive Director

MISSION STATEMENT:

Council Agenda setting; Committee agenda setting; City Auditor work plan; Commission appointments that do not require interviews by the full Council; Legislative items; Ensuring accessible, responsive, transparent and accountable government.

RULES COMMITTEE

RE: Rules Committee

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- A. City Council (City Clerk)**
 - 1. Review Draft Agenda
 - a. Add New Items to draft agenda
 - b. Assign "Time Certain" to Agenda Items (if needed)
 - 2. Review Final Agenda
 - a. Review of Items that Meet Exception Rule
 - Adds to Agenda

- B. Redevelopment Agency (Executive Director)**
 - 1. Review Draft Agenda
 - a. Add New Items to draft agenda
 - b. Assign "Time Certain" to Agenda Items (if needed)
 - 2. Review Final Agenda
 - a. Review of Items that Meet Exception Rule
 - Adds to Agenda
 - 3. Assign "Time Certain" for convening Redevelopment Agency Agenda

- C. Legislative Update**
 - 1. State
 - 2. Federal

- D. Meeting Schedules**

- E. The Public Record**

- F. Appointments to Boards, Commissions and Committees**

- G. Rules Committee Reviews, Recommendations and Approvals**

- H. Review of Council Committee Agendas**
 - 1. Community and Economic Development Committee
 - 2. Neighborhood Services and Education Committee
 - 3. Transportation and Environment Committee
 - 4. Public Safety, Finance and Strategic Support Committee

- I. Open Government Initiatives**
 - 1. Reed Reforms
 - 2. Sunshine Task Force
 - 3. Significant Public Records Act Requests
 - 4. Council Policy Manual Update

- J. Oral Communications**

- K. Adjournment**