



# Memorandum

**TO:** TRANSPORTATION AND  
ENVIRONMENT COMMITTEE

**FROM:** Edward Shikada

**SUBJECT:** SEE BELOW

**DATE:** October 27, 2008

Approved

*Christine J. Shipley*

Date

*10/27/08*

**COUNCIL DISTRICT:** City-Wide

**SUBJECT: COMMITTEE AGENDA ADJUSTMENTS FOR REMAINDER OF FALL  
2008 WORKPLAN**

## RECOMMENDATION

Staff recommends that the Transportation & Environment Committee approve scheduling adjustments to Fall 2008 workplan items as reflected in this report.

## OUTCOME

Committee approval of the recommended adjustments will facilitate keeping stakeholders up to date, as well as the timely preparation of reports and workload management. Staff anticipates bringing similar recommendations monthly to the Committee in the future.

## BACKGROUND

As the Committee's workplan is typically adopted at the beginning of the six-month workplan cycle, a variety of issues are typically encountered during the period that can cause staff to recommend adjustments to the scheduling of items listed on the workplan. These can include feedback from the Committee that requires additional or refocused staff work on issues early in the cycle, additional referrals to the Committee from the full Council and Rules and Open Government Committee, and issues encountered during development of the topics on the Committee's workplan.

## ANALYSIS

Based on the ongoing review of issues, staff has identified the following adjustments to the Committee's meetings during the months of October, November, and December:

TRANSPORTATION & ENVIRONMENT COMMITTEE

October 27, 2008

Subject: Committee Agenda Adjustments for Remainder of Fall 2008 Workplan

Page # 2

Committee Meeting Date	Agenda Item	Original Schedule	Reason
December 1st	Update on Storm Water Municipal Regional Permit	September	Discussions with involved agencies have provided additional time for consultation
	Report on Airport Door-to-Door Shuttle Model	October	Staff is conducting outreach and ensuring compatibility with taxi service model
	Report on Zero Waste Goals and Waste-to-Energy Projects	No change	
	Terminal Area Improvement Program (TAIP) Quarterly Report (AIR/PW)	No change	
	VTA Activities Report (DOT)	No change	
	Quarterly Update on Performance Measures for Airport, ESD, GSD, DOT, and PD (CMO)	No change	
Not Scheduled	Update Report on Green Mobility	November	Staff recommends dropping this item since it is being integrated with overall Green Vision reporting to Council; individual goals (e.g., trails, street lighting, fleet) come separately to Committee
	Evaluation of City Special Event and Venue Recycling Services (ESD)	November	Staff will recommend for January 09 agenda to allow for additional staff work
	Ordinance Revisions for Dental Mercury and Fats, Oil and Grease Programs (ESD)	November	Staff will recommend for January 09 agenda to allow for additional staff work
	Recommendations for the Las Plumas Environmental Innovation Center Facility (ESD)	November	Staff will recommend for February 09 agenda to allow for additional staff work
	Report on Tree Removal Permit Ordinance (DOT)	December	Staff is reviewing this item for prioritization onto the Spring 2009 workplan



EDWARD SHIKADA  
Deputy City Manager

For questions please contact ED SHIKADA, DEPUTY CITY MANAGER, at (408) 535 8190.