

**CITY OF PITTSBURG
MEETING OF THE HOUSING AUTHORITY, REDEVELOPMENT AGENCY, CITY
COUNCIL and PITTSBURG POWER COMPANY**

HOUSING AUTHORITY AGENDA

65 Civic Avenue
PITTSBURG, CALIFORNIA

5:30 pm
February 18, 2003

CALL TO ORDER: Mayor Yvonne Beals

CONVENE PUBLIC WORKSHOP JOINT WITH PLANNING COMMISSION - 5:30 p.m.

MEMBERS OF THE PLANNING COMMISSION

H. Orlando Dolojan _____
Jack Garcia _____
George Harris _____
Doris Kelley _____
Ralph Ramirez _____
Rose Mary Tumbaga _____
Mark Leonard _____

AUDIENCE REMARKS

CONVENE IN CLOSED SESSION - 6:30 p.m.

RECONVENE CITY COUNCIL MEETING IN OPEN SESSION - 7:00 p.m.

MEMBERS OF THE HOUSING AUTHORITY

Dana Leatherwood _____
Cathy Wallen _____
William Glynn _____
Michael Kee _____
Nancy Parent _____
Aleida Rios _____
Chair Yvonne Beals _____

PLEDGE OF ALLEGIANCE

CITIZENS REMARKS

MEMBERS REMARKS

CONSENT

- a. **DISBURSEMENT LIST** Period Ending: January 31, 2003 (Recommend Approval)

b. **MINUTES**

Dated: January 21, 2003 (Recommend Approval)

ADJOURNMENT to March 17, 2003

**CITY OF PITTSBURG
REDEVELOPMENT AGENCY AGENDA**

65 Civic Avenue
PITTSBURG, CALIFORNIA

5:30 pm
February 18, 2003

CALL TO ORDER: Mayor Yvonne Beals

CONVENE PUBLIC WORKSHOP JOINT WITH PLANNING COMMISSION - 5:30 p.m.

MEMBERS OF THE PLANNING COMMISSION

H. Orlando Dolojan _____
Jack Garcia _____
George Harris _____
Doris Kelley _____
Ralph Ramirez _____
Rose Mary Tumbaga _____
Mark Leonard _____

AUDIENCE REMARKS

CONVENE IN CLOSED SESSION - 6:30 p.m.

RECONVENE CITY COUNCIL MEETING IN OPEN SESSION - 7:00 pm

MEMBERS OF THE REDEVELOPMENT AGENCY

William Glynn _____
Michael Kee _____
Nancy Parent _____
Aleida Rios _____
Chair Yvonne Beals _____

PLEDGE OF ALLEGIANCE

CITIZENS REMARKS

MEMBERS REMARKS

CONSENT

a. **MINUTES** Dated: February 3, 2003 (Recommend Approval)

b. **RESOLUTION 03-866** Adopting a Resolution to Continue the Services of Goldfarb & Lipman (Recommend Adoption)

On November 15, 1999 and by Resolution No. 99-701 the Redevelopment Agency Board approved an agreement with the law firm of Goldfarb & Lipman to provide legal services in connection with the preparation of a redevelopment plan amendment and other matters

relating to the administration of the Agency=s plan. [Exhibit A]. The initial plan amendments are nearly complete. Given the size of the Agency, and the increasing complex issues presented by the uncertainty of the outcome of proposed State legislation, the City Attorney is recommending that the Agency continue to retain Goldfarb & Lipman to provide legal services in matters related to specialized redevelopment issues.

- c. **RESOLUTION 03-868** Providing Certain Positions Authority to Deposit or Withdraw Monies in the Local Agency Investment Fund for the Redevelopment Agency (Recommend Adoption)

The Redevelopment Agency currently has investments worth \$29 Million with the State Treasurer=s Local Agency Investment Fund (LAIF). Since the Redevelopment Agency has a new Director of Finance who will make decisions on handling investments, the State Treasury required that we update the Redevelopment Agency=s 1988 resolution showing the list of positions unauthorized to make deposits or withdrawals in the LAIF account. Since then, the list of authorized persons has been updated by changing the signature cards.

- d. **RESOLUTION 03-869** Rescinding Resolution 02-846 and the Execution of a New Consulting Agreement between the Agency and the Contra Costa County Employment and Human Service Department on Behalf of the Workforce Development Board (Recommend Adoption)

The Redevelopment Agency of the City of Pittsburg, consistent with its goals and strategies outlined in the City of Pittsburg=s Implementation Plan, has continued a partnership with the Small Business Development Center (SBDC). Since the adoption of Resolution 02-846, SBDC has been providing services as a subsidiary of the Contra Costa County Employment and Human Service Department on behalf of the Workforce Development Board. At the advice of legal counsel, staff has brought this matter before the Agency to rescind Resolution 02-846 and approve the new contract.

ADJOURNMENT: To: March 3, 2003

**CITY OF PITTSBURG
CITY COUNCIL AGENDA**

65 Civic Avenue
PITTSBURG, CALIFORNIA

**5:30 PM
February 18, 2003**

CALL TO ORDER: Mayor Yvonne Beals

CONVENE PUBLIC WORKSHOP JOINT WITH PLANNING COMMISSION - 5:30 p.m.

MEMBERS OF THE PLANNING COMMISSION

H. Orlando Dolojan _____
Jack Garcia _____
George Harris _____
Doris Kelley _____
Ralph Ramirez _____
Rose Mary Tumbaga _____
Mark Leonard _____

AUDIENCE REMARKS

CONVENE IN CLOSED SESSION - 6:30 p.m.

RECONVENE CITY COUNCIL MEETING IN OPEN SESSION - 7:00 pm

MEMBERS OF THE CITY COUNCIL

William Glynn _____
Michael Kee _____
Nancy Parent _____
Aleida Rios _____
Mayor Yvonne Beals _____

PLEDGE OF ALLEGIANCE

CITIZENS REMARKS - Members of the audience who wish to address the City Council on issues that are not scheduled for the agenda and on any items listed as part of the consent calendar should complete a Speaker=s Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given three minutes to address the Council unless additional time is allowed as provided for spokespersons. Prior to speaking, each member of the public shall state their name and business and City residence in a clear and audible tone of voice. (No Action Required)

COUNCIL REPORTS - Council members may ask questions for clarification from City staff, and make a brief announcement or report on their activities, including reports on committee assignments (see attached list of ad hoc committees and other public agencies in which Council members participate). (No Action Required)

CITY MANAGER REPORT - City Manager may brief the Council on items of interest. (No Action)

PROCLAMATIONS - Public Comment considered only under Citizens Remarks. (No Action Required)

1. Honoring Mr. Thaddeus Holmes during African-American Heritage Month

CONSENT CALENDAR - All matters listed under Consent Calendar are considered by the Council to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Council prior to the time the Council votes on the motion to adopt.

a. **MINUTES** Dated: February 3, 2003 (Recommend Approval)

b. **RESOLUTION 03-9764** Providing Certain Positions Authority to Deposit or Withdraw Monies in the Local Agency Investment Fund for the City of Pittsburg (Recommend Adoption)

The City of Pittsburg currently has investments worth \$29 Million with the State Treasurer=s Local Agency Investment Fund (LAIF). Since the City has a new Director of Finance who will make decisions on handling investments, the State Treasury required that we update the City of Pittsburg=s 1988 resolution showing the list of positions unauthorized to make deposits or withdrawals in the LAIF account. Since then, the list of authorized persons has been updated by changing the signature cards.

c. **RESOLUTION 03-9765** Award Purchase Contract for Police Patrol Cars (Recommend Adoption)

On January 6, 2003 the City Council awarded contracts to a variety of auto dealers for the replacement of fleet vehicles. Since the time of the award, one of the vendors claimed to have made a bidding error and cannot provide the specified vehicles for the amount of the award. The City=s purchasing policy requires that the City Council authorize purchases of the amounts involved for these fleet purchases. Therefore, the City Council must rescind the previous purchase award and re-award the purchase contract to the second low bidder.

d. **RESOLUTION 03-9766** Approve Transfer of Funds from the General Fund to an Economic Development Fund for Future Economic Development Projects (Recommend Adoption)

Approve the \$394,028.39 transfer of funds from the Small Cities Grant Fund Account to an Economic Development Special Project Expense Account. In accordance with the terms of this grant, the use of funds is restricted and must be used for economic development with the City of Pittsburg. It is in the interest of City staff to utilize these funds for future

economic development projects that will continue to strengthen the economic vitality of the City of Pittsburg.

- e. **RESOLUTION 03-9767** Amend the Recreation Coordinator Classification Specification and Reclassify One Maintenance Worker II (Recommend Adoption)

The Recreation and Human Resources Departments have conducted an analysis of the work performed by the Small World Park Supervisor. The analysis determined changes are necessary to accommodate evolving duties within the Recreation Coordinator classification.

- f. **RESOLUTION 03-9768** Accepting as Complete Contract 00-01; Railroad Avenue Improvements, Power Avenue to E. 3rd Street (Recommend Adoption)

The City Council awarded Contract 00-01; Railroad Avenue Improvements, Power Avenue to E. 3rd Street, to Bay Cities Paving & Grading on September 4, 2001. The project scope of work encompassed pavement rehabilitation and reconstruction; storm drain modification; new concrete and brick sidewalk; a new traffic signal; street lights and other miscellaneous improvements. The project was substantially complete on September 15, 2002.

- g. **RESOLUTION 03-9769** Approving City Council Goals for 2003-2004 (Recommend Adoption)

On February 3, 2003, the City Council held a workshop to review goals and priorities for the 2003-2004 year. Staff was directed to prepare a list of priorities to bring back for final adoption.

- h. **RESOLUTION 03-9770** Authorize the City Manager to Contract for Information Technology Services (Recommend Adoption)

The City has been using DTI Business Systems within the Police Department through the Supplemental Law Enforcement Services Fund grant and the Local Law Enforcement Block Grant. Additionally, the City has been using DTI Business Systems for City-wide information technology needs during the workers= compensation absence of an Information Technology employee. In-house resources are not available for City staff to perform the work DTI Business Systems presently performs. DTI=s cost in providing services

exceeds the City Manager=s spending authority and requires the City Council=s action.

- i. **ORDINANCE 03-1205** Amendment to Pittsburg Municipal Code Section 15.104 to Include Additional Territory Within the Stormwater Drainage Mitigation Fee Area for the Kirker Creek Watershed (2nd Reading) (Recommend Adoption)

On February 3, 2003 the City Council introduced and waived first reading of the Ordinance for Amendment to the Pittsburg Municipal Code Section 15.104 to include additional territory within the Stormwater Drainage Mitigation Fee Area for the Kirker Creek Watershed. This is the second reading.

- j. **RESOLUTION 03-9771** Amendment to Collective Bargaining Agreements and Classification Specifications Related to Water Plant Operators (Recommend Adoption)

The City of Pittsburg operates a State of California T-5 licensed water treatment plant. As part of the licensing requirement, the City is required to employ Water Treatment Operators with specified water certificates. The City has experienced great difficulty in recruiting and selecting qualified Water Plant Operators. The action before the City Council will increase Water Plant Operators= salaries so they are closer to the mean within the area, amend classification specifications to reflect revised job titles and amended duties for the supervisor, and begin an apprenticeship program and authorizes one position.

CONSIDERATION

- 1. **RESOLUTION 03-9772** Approval of a Memorandum of Understanding Between the California Enterprise Zone Program and the City of Pittsburg (Recommend Adoption)

The City has successfully applied for a five (5) year extension for Enterprise Zone designation contingent upon execution of a Memorandum of Understanding with the State of California. The purpose of the agreement is to extend the designation and participation of the City in the Program and to set forth the policy, terms, conditions and Scope of Work for local participation in the Enterprise Zone Program and delivery of program services.

PUBLIC HEARING

1. **RESOLUTION 03-9773** Approving Traffic Calming Measures for Gladstone Drive (Recommend Adoption)

In an attempt to address cut-through traffic and speeding on Gladstone Drive, fourteen (14) alternative traffic calming measures that have been analyzed and considered by staff are being presented to Council for their consideration.

2. **ORDINANCE 03-1206** Heritage Point Residential Development (RZ-02-12) (Recommend Introduction and Waive First Reading)

This is a public hearing on a request to amend the existing IP-O (Industrial Park with a Limited Overlay District) zoning of 22.07 acres located on Builders Circle, in order to allow development regulations for single-family residential development to be established by a use permit. The Planning Commission adopted Resolution No. 9348 recommending that the Council approve the IP-O district amendment.

3. **ORDINANCE 03-1207** Fourth Amendment to the Community Development Plan for the Los Medanos Community Development Project Area (Recommend Introduction and Waive First Reading)

Pursuant to SB 211 (codified in part at Health and Safety Code Section 33333.6(e)(2)) the City Council can adopt an ordinance to amend the Los Medanos Community Development Plan in order to delete the debt incurrence date imposed by AB 1290 in 1994. If the City does not amend the Plan to delete the debt incurrence date, the Redevelopment Agency will not be able to incur any form of debt past January 1, 2004. The various types of debt that may be created include: bonds, tax sharing agreements, statutory debt such as the housing set-aside requirements or payments to ERAF, development agreements (DDAs and OPAs), special district and assessment district debt and reimbursement debt to the agency=s legislative body for operating expenses or obligations to assist with public improvements.

4. **MINUTE ORDER** Annual Review of the City=s Transportation Mitigation Fee Imposed on New Development (Recommend Open Public Hearing and Continue to March 17, 2003)

It has been proposed that the City of Pittsburg review its Local Transportation Mitigation Fee (TMF) which is

charged to new development per Chapter 15.90 of the City=s Municipal Code.

5. **MINUTE ORDER**

Annual Review of the Regional Transportation Mitigation Fee Imposed on New Development (Recommend Open Public Hearing and Continue to March 17, 2003)

It has been proposed that the City of Pittsburg review the Regional Transportation Mitigation Fee (TMF) which is charged to new development per Chapter 15.100 of the City=s Municipal Code.

ADJOURNMENT To: March 3, 2003

**CITY OF PITTSBURG
PITTSBURG POWER COMPANY AGENDA**

65 Civic Avenue
PITTSBURG, CALIFORNIA

5:30 pm
February 18, 2003

CALL TO ORDER: Mayor Yvonne Beals

CONVENE PUBLIC WORKSHOP JOINT WITH PLANNING COMMISSION - 5:30 p.m.

MEMBERS OF THE PLANNING COMMISSION

H. Orlando Dolojan _____
Jack Garcia _____
George Harris _____
Doris Kelley _____
Ralph Ramirez _____
Rose Mary Tumbaga _____
Mark Leonard _____

AUDIENCE REMARKS

CONVENE IN CLOSED SESSION - 6:30 p.m.

RECONVENE CITY COUNCIL MEETING IN OPEN SESSION - 7:00 pm

MEMBERS OF THE PITTSBURG POWER COMPANY

William Glynn _____
Michael Kee _____
Nancy Parent _____
Aleida Rios _____
Chair Yvonne Beals _____

PLEDGE OF ALLEGIANCE

CITIZENS REMARKS

MEMBERS REMARKS

CONSENT

- a. **MINUTES** Dated: January 21, 2003 (Recommend Approval)

- b. **RESOLUTION 03-085** Amending the Annual Budget of the Island Energy Fund (Fund 58) for a Revenue Increase of \$180,627 and an Expense Increase of \$177,073 as Approved in the Annual Rate Case by Resolution 02-076 (Recommend Adoption)

The Pittsburg Power Company (APPC) doing business as Island Energy on Mare Island currently has a Gas and Electric Rate Schedule established in the Annual

Rate Case. These rates cover Island Energy's expenses as set forth in the Rate Case. Resolution 02-076 approved this year's rate case on July 15, 2002. The adjustments to the annual budget reflect an increase of \$180,627 in electric revenue and a \$177,073 increase in expenses, which were approved within the Annual Rate Case.

ADJOURNMENT

NOTICE TO PUBLIC

SPEAKER=S CARD

Members of the audience who wish to address the City Council on issues that are not scheduled for the agenda and on any items listed as part of the consent calendar should complete a Speaker=s Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given three minutes to address the Council unless additional time is allowed as provided for spokespersons. Prior to speaking, each member of the public shall state their name and business and City residence in a clear and audible tone of voice.

AUDIENCE REMARKS

The Audience Remarks period is for the public to comment on any items scheduled to be heard during the Closed Session portion of the meeting, if applicable.

CITIZENS REMARKS

The Citizens Remarks period is the time when the public may come forward to address the Council on any issues they wish that are not scheduled for the agenda and on any items listed as part of the consent calendar.

PRESENTATIONS AND PROCLAMATIONS

Presentations are directed to the City Council. Proclamations are issued by the Mayor at his/her sole discretion. Accordingly, the public may address the Council on items scheduled as a Presentation or Proclamation during the time allowed for Citizens Remarks.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered by the Council to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Council prior to the time the Council votes on the motion to adopt.

PUBLIC HEARINGS

Persons who wish to speak on Public Hearings listed on the agenda will be heard when the Public Hearing is opened, except on Public Hearing items previously heard and closed to public comment. After the public has commented, the item is closed to public comment and brought to the Council/Agency level for discussion and action. Further comment from the audience will not be received unless requested by the Council/Agency.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

In compliance with the Americans with Disabilities Act, the City of Pittsburg will provide special assistance for disabled citizens. Upon request, an agenda for any meeting shall be made available in appropriate alternative formats. The Council Chamber is equipped with sound amplifier units for use by the hearing impaired. The units operate in conjunction with the Chamber=s sound system. You may request the sound amplifier from the City Clerk for personal use during Council meetings. If you need special assistance to participate in this meeting, or are requesting a specially formatted agenda, please contact the City Clerk at 925-252-4850. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format. (28 CFR 35.102-35.104 ADA Title II)

DISRUPTIVE CONDUCT

The Council requests that you observe the order and decorum of our Council Chamber by turning off or

setting to vibrate all cellular telephones and pagers, and that you refrain from making personal, impertinent, or slanderous remarks. Boisterous and disruptive behavior while the Council is in session, and the display of signs in a manner which violates the rights of others or prevents others from watching or fully participating in the Council meeting, is a violation of our Municipal Code and any person who engages in such conduct can be ordered to leave the Council Chamber by the Mayor.

City Council Outside Agency/Liaison/ Sub-Committees Assignments - 2003

<u>OUTSIDE AGENCY BOARDS</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
ABAG	Yvonne Beals / Aleida Rios Alt.	Standing	Annual	B. Nail
BART Station Specific Plan	Michael Kee / William Glynn Alt.	Ad Hoc	As needed	R. Jerome
Bay Area Water Quality Dist.	William Glynn / Nancy Parent Alt.	Standing	As needed	R. Jerome
Contra Costa Consolid. Fire Dist.	Michael Kee / William Glynn Alt.	Standing	2 nd Monday	N. Shirazi
Delta Diablo Sanitation	Yvonne Beals / Aleida Rios Alt.	Standing	2 nd Wednesday	J. Fuller
East County Habitat Conserv.	Aleida Rios / Michael Kee Alt.	Standing	Monthly	R. Jerome
East County Water Mgt.	William Glynn / Nancy Parent Alt.	Standing	Annual	J. Fuller
Fee & Finance Authority/TRANSPLAN	William Glynn / Michael Kee Alt.	Standing	2 nd Thursday	N. Shirazi
Tri-Delta Transit	Yvonne Beals & Nancy Parent	Standing	Last Wednesday	N. Shirazi
Water Transit Authority Comm.	William Glynn / Nancy Parent Alt.	Standing	Monthly/Thursdays	J. Fuller
<u>LIAISON TO</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
East Bay League of Calif. Cities	Yvonne Beals / Aleida Rios Alt.	Standing	3 rd Thursday	B. Nail
Library Commission	Yvonne Beals & Aleida Rios	Standing	As needed	P. Flores
LMC Foundation Scholarship	Yvonne Beals / Aleida Rios Alt.	Standing	As needed	P. Flores
Mayor=s Conference	Yvonne Beals / Aleida Rios Alt.	Standing	1 st Thursday	W. Casey
School District Liaison	Nancy Parent & William Glynn	Standing	Quarterly	P. Flores
<u>SUBCOMMITTEE</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
CAC/CDBG	Nancy Parent & Michael Kee	Standing	As needed	A. Landry
Centennial Celebration	Yvonne Beals & William Glynn	Ad Hoc	As needed	P. Flores
City/County Relations	Nancy Parent / Michael Kee Alt.	Standing	As needed	W. Casey
Economic Development	Yvonne Beals & William Glynn	Standing	Quarterly	B. Nail
Finance Subcommittee	Aleida Rios & Nancy Parent	Ad Hoc	As needed	M. Simons
Island Energy Advisory	William Glynn	Standing	As needed	G. Evans
PEHDC	Michael Kee & William Glynn	Standing	1 st Thursday	G. Evans
RDA Subcommittee	Aleida Rios & Michael Kee	Standing	Quarterly	G. Evans

Exhibit "A"

This exhibit is attached to and made a part of the agenda for the meeting of the City Council and Redevelopment Agency, held on February 18, 2003.

The following description of closed session agenda item(s) is provided pursuant to Government Code section 54954.5.¹

 A. LICENSE/PERMIT DETERMINATION (Section 54956.7)

Applicant(s): (Specify number of applicants)

 B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Section 54956.8)

Property: (Specify street address, or if no street address, the parcel number or other unique reference, of the real property under negotiation)

Agency Negotiator: (Specify names of negotiators attending the closed session) (If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Negotiating Parties: (Specify name of party (not agent))

Under negotiation: (Specify whether instruction to negotiator will concern price, terms of payment, or both)

 C. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Section 54956.9)

 Name of case: (Specify by reference to claimant's name, names of parties, case or claim numbers)

or

 Case name unspecified: (Specify whether disclosure would jeopardize service of process or existing settlement negotiations)

 X CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

 X Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (Specify number of potential cases)

One (1) case

¹ Government Code section 54954.5 provides in part: "No legislative body or elected official shall be in violation of section 54954.2 or 54956 if the closed session items were described in substantial compliance with this section. Substantial compliance is satisfied by including the information provided [in this section], irrespective of its format."

(In addition to the information noticed above, the agency may be required to provide additional information on the agenda or in an oral statement prior to the closed session pursuant to subparagraphs (B) to (E), inclusive, of paragraph (3) of subdivision (b) of Section 54956.9.)

___ Initiation of litigation pursuant to subdivision b) of Section 54956.9: (Specify number of potential cases)

___ D. LIABILITY CLAIMS (Section 54956.95)

Claimant: (Specify name unless unspecified pursuant to Section 54961)

Agency claimed against: (Specify name)

___ E. THREAT TO PUBLIC SERVICES OR FACILITIES (Section 54957)

Consultation with: (Specify name of law enforcement agency and title of officer)

___ F. PUBLIC EMPLOYEE APPOINTMENT

Title: (Specify description of position to be filled)

___ G. PUBLIC EMPLOYMENT

Title: (Specify description of position to be filled)

___ H. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: (Specify position title of employee being reviewed)

___ I. PUBLIC EMPLOYEE DISCIPLINE/RELEASE

(No additional information is required in connection with a closed session to consider discipline, dismissal, or release)

___ J. CONFERENCE WITH LABOR NEGOTIATORS (Section 54957.6)

Agency designated representatives: (Specify names of designated representatives attending the closed session) (If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative so long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Employee organization: (Specify name of organization representing employee)

And/Or

Unrepresented employee: (Specify position title of unrepresented employee who is the subject of the negotiations)

_____ K. CASE REVIEW/PLANNING (with respect to closed sessions called pursuant to Section 54957.8)

_____ L. REPORT INVOLVING TRADE SECRET; HEARINGS (Section 54962 and Sections 1461, 32106, and 32155 of the Health and Safety Code or Sections 37606 and 37624.3 of the Government Code)

_____ REPORT INVOLVING TRADE SECRET

Discussion will concern: (Specify whether discussion will concern proposed new service, program, or facility)

Estimated date of public disclosure: (Specify month and year)

_____ HEARINGS

Subject matter: (Specify whether testimony/deliberation will concern staff privileges, report of medical audit committee, or report of quality assurance committee)