


City Clerk Department

March 15, 2004

To: Agenda Committee

From: Sherry M. Kelly, City Clerk 

Subject: CALENDAR AND SCHEDULING OF UPCOMING MATTERS

The Agenda Committee has asked for information on planning and other matters coming before the Council.

**Master Calendar**

The Agenda Committee and the City Manager will be able to review the Master Calendar, including matters already scheduled and matters to be scheduled as a means of better managing the Council's calendar and meeting schedule.

**Land Use Matters**

The City Clerk Department receives a copy of Notices of Decision (NOD) from the Planning Department at the time they are mailed. City Clerk staff enters this information into a NOD database. The attached calendar notes Land Use items where the NOD may still be appealed or the NOD has already been appealed.