**CITY COUNCIL** # \_\_\_\_\_\_\_\_\_\_\_\_\_

**CITY OF NEWTON**

# DOCKET REQUEST FORM

DEADLINE NOTICE: Council Rules require items to be docketed with the Clerk of the Council NO LATER THAN 7:45 P.M. ON THE MONDAY PRIOR TO A FULL COUNCIL MEETING*.*

**To: Clerk of the City Council Date:** **3/13/2023**

**From (Docketer*)*:** **Councilors Gentile, Grossman, Kalis, Laredo, and Lipof**

**Address:**

**Phone:** **6175043301 E-mail:** **dkalis@newtonma.gov**

**Additional sponsors:**

1. **Please docket the following item (it will be edited for length if necessary):**

 Councilors Gentile, Grossman, Kalis, Laredo, and Lipof requesting a discussion with the administration, specifically the Treasurer, to understand the City’s rainy day fund investment strategy and how rainy day fund investment decisions are made.

1. **The purpose and intended outcome of this item is:**

[x]  Fact-finding & discussion [ ]  Ordinance change

[ ]  Appropriation, transfer, [ ]  Resolution

[ ]  Expenditure, or bond authorization [ ]  License or renewal

[ ]  Special permit, site plan approval, [ ]  Appointment confirmation

[ ]  Zone change (public hearing required) [ ]  Other:

**3. I recommend that this item be assigned to the following committees*:***

[ ]  Programs & Services [x]  Finance [ ]  Real Property

[ ]  Zoning & Planning [ ]  Public Safety [ ]  Special Committee

[ ]  Public Facilities [ ]  Land Use [ ]  No Opinion

**4. This item should be taken up in committee:**

[ ]  Immediately (Emergency only, please). Please state nature of emergency:

[ ]  As soon as possible, preferably within a month

[x]  In due course, at discretion of Committee Chair

[ ]  When certain materials are made available, as noted in 7 & 8 on reverse

[ ]  Following public hearing

 **PLEASE FILL OUT BOTH SIDES**

**5. I estimate that consideration of this item will require approximately:**

[ ]  One half hour or less [x]  Up to one hour

[ ]  More than one hour [x]  An entire meeting

[ ]  More than one meeting [ ]  Extended deliberation by subcommittee

**6. The following people should be notified and asked to attend deliberations on this item. (Please checkthose with whom you have already discussed the issue, *especially relevant Department Heads*):**

City personnel Citizens (include telephone numbers/*email please*)

[x]  Ron Mendes - Treasurer [ ]

[x]  Maureen Lemieux - CFO [ ]

[ ]        [ ]

[ ]        [ ]

[ ]        [ ]

1. **The following background materials and/or drafts should be obtained or prepared by the Clerk’s office prior to scheduling this item for discussion:**

Anything deemed appropriate by Treasurer Mendes - possibly any written approach to recent money decisions and why they were made

1. **I** **[ ]  have or** **[ ]  intend to provide additional materials and/or undertake the following research independently prior to scheduling the item for discussion. \***

*(\*Note to docketer: Please provide any additional materials beyond the foregoing to the Clerk’s office by 2 p.m. on Friday before the upcoming Committee meeting when the item is scheduled to be discussed so that Councilors have a chance to review all relevant materials before a scheduled discussion.)*

**Please check the following:**

**9.** **[ ]  I would like to discuss this item with the Chairman before any decision is made on how and when to proceed.**

**10. [ ]  I would like the Clerk’s office to contact me to confirm that this item has been docketed. My daytime phone number is:**

**11. [ ]  I would like the Clerk’s office to notify me when the Chairman has scheduled the item for discussion*.***

**Thank you.**

**Signature of person docketing the item**

**[Please retain a copy for your own records]**