

d) This Section shall not apply to:

1) rules or regulations that concern only the internal management of a department, agency, office, process, procedure or function and that do not affect substantive provisions and procedures available to the public;

2) matters relating to City employment;

3) informal advisory rulings;

4) intra-agency memoranda that do not otherwise affect substantive provisions and procedures applicable to the public;

5) enforcement notices and orders;

6) quasi-judicial proceedings; or

7) the prescription of standardized forms.

Gilbert Villegas Alderman, 36^h Ward

SECTION 2. This Ordinance shall take effect 90 days from its adoption by the Council.