



Memorandum

TO: RULES COMMITTEE

FROM: Sheila Tucker
Senior Executive Analyst

SUBJECT: SEE BELOW

DATE: June 8, 2007

Approved

Ray Winer

Date

6/8/07

RE: SPECIAL MEETING FOR DISCUSSION OF SUNSHINE REFORM TASK FORCE PHASE I REPORT AND RECOMMENDATIONS

RECOMMENDATION

Approval to schedule a joint special meeting of the Rules and Open Government Committee (Committee) and the Sunshine Reform Task Force (SRTF) to review the SRTF's Phase I Report and Recommendations for Wednesday, June 27, from 8:30 am – 11:30 am and 1:00 pm to 4:00 p.m. in W-118 and W-119.

PURPOSE OF THE SPECIAL MEETING

The purpose of this Special Meeting is to:

- Review the Sunshine Reform Task Force's Phase I Report and Recommendations with a specific focus on questions and concerns raised by the Committee members and staff.
- Seek input from Committee members on Section 3 (Closed Session) and Section 4 (Public Information) prior to finalizing the staff's recommendations to Council in August, 2007.
- Review and provide recommendations to staff on the proposed list of bodies (policy, ancillary and non-governmental) subject to the Sunshine Ordinance, and; direct staff to conduct outreach and solicit feedback on the Phase I recommendations and report back to the Committee in August, 2007.

OUTCOME

The Special Meeting to discuss the SRTF's Phase I Report and Recommendations has the intended outcomes of:

- Understanding the key elements of the SRTF's Phase I recommendations on: 1) Public Meetings; 2) Closed Sessions; and, 3) Public Information and Outreach.
- Discussing the specific questions and concerns raised by the Committee members and staff.

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- Providing recommendations to staff on Section 3 (Closed Session) and Section 4 (Public Information).
- Reviewing the list of bodies (policy body, ancillary body, and non-governmental body) subject to the Sunshine Ordinance and soliciting direction to staff to conduct outreach.

BACKGROUND

At the May 30, 2007, Rules & Open Government Committee meeting, the Committee agreed to discuss the SRTF's Phase I Report and Recommendations over the next several meetings. Staff was also asked to work with the SRTF on the list of bodies that would be subject to the proposed Sunshine Ordinance and report back in 2 weeks with lists of the entities where the SRTF and staff agreed and where the SRTF and staff disagreed. At the June 6, 2007 Committee meeting, after realizing the complexity of the issues and the time needed to review the Phase I recommendations, staff was directed to set a special meeting to review the SRTF's Phase I Report and Recommendations. The Committee also pledged to submit questions and concerns to staff before the meeting.

ANALYSIS

The Special Meeting will be held on June 27, 2007 jointly with the Sunshine Reform Task Force. Due to the complexity of the issues involved, a morning session is proposed from 8:30 a.m. to 11:30 a.m., and an afternoon session from 1:00 p.m. to 4:00 p.m. Although it is possible that the Committee could complete its review of the SRTF's Phase I recommendations before the end of the afternoon session, the additional time is being scheduled in case it is needed.

The meeting will provide an opportunity for the Committee, staff and SRTF members to engage in a discussion about the SRTF's Phase I Report and Recommendations. As recommended at the June 6, 2007 meeting, staff requests input from Committee members on their questions and concerns no later than June 15, 2007. Staff will work with the SRTF on the questions and concerns before the June 27, 2007 meeting, and will include written responses in the agenda packet which will be distributed on or before June 22, 2007.

After incorporating the Committee's recommendations, staff anticipates bringing forward recommendations to Council in August on a significant portion of the Section 3 for the City Council and Redevelopment Agency's conduct of closed session. Staff is seeking direction from the Committee to conduct outreach to the six other entities that can hold closed sessions to solicit their input before extending any requirements to these bodies. Staff also anticipates bringing recommendations to Council in August on Section 4 (Public information).

In addition, due to the potential for far-reaching impacts to organizations within the City and outside the City, staff is seeking direction from the Committee on the list of bodies subject to Section 2 (Public Meetings) of the SRTF's Phase I Report and Recommendations. Staff could then proceed with outreach to the appropriate bodies in July and August, and report back to the City Council in September 2007, on the implementation of the Section 2 (Public Meeting) recommendations and the remaining Section 3 (Closed Session) recommendations of the Phase I Report.

POLICY ALTERNATIVES

Not applicable

PUBLIC OUTREACH/INTEREST

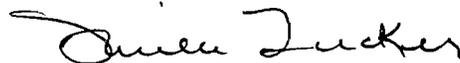
- Criteria 1:** Requires Council action on the use of public funds equal to \$1 million or great.
- Criteria 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City.
- Criteria 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach.

The public has had an opportunity to participate in the development of the SRTF's Phase I Report and Recommendations through an early open call for reform proposals and regularly televised Task Force meetings. The City maintains an active website on the SRTF which provides information on meetings, work plans, and materials associated with this effort.

Because some of the definitions and requirements to be imposed for Section 2 (Public Meetings) will affect our City's boards, commissions, committees and private partners, staff believes an additional opportunity for input from those groups would provide helpful information to the City Council before it acts on the Phase I Report and Recommendations. Staff proposes holding two public meetings in July and August to seek this input. Outreach for these meetings would be accomplished through direct contact with the potentially affected entities as well as advertisements placed in our local newspapers.

COORDINATION

The preparation for the special meeting will include the City Attorney's Office, the City Clerk's Office, the Redevelopment Agency and the City Manager's Office. Department Directors and/or their staff, as appropriate, will participate in the Council's discussion at the Special Meeting.



Sheila Tucker
Senior Executive Analyst

If you have any questions, please contact Sheila Tucker at 408-535-8115.