## Referred to Sunshine Reform Task Force

**15. Require a detailed line-item budget to be posted online and provided to the City Council as part of budget deliberations (Public Information Reform #1).**

The SRTF is considering during Phase II, Administration and Accountability provisions.

**16. All City Council agenda items and relevant background materials (items submitted as part of the public record) shall be posted on the Master On Line Calendar and indexed by 5:00 pm on the Thursday prior to the Council meeting at which the item will be heard. Councilmembers should make every effort to provide the Council and public with memoranda they generate by 5:00pm on the Monday prior to a public hearing (Public Information Reform #3).**

**Sunshine Ordinance Phase I: Public Meetings**

The SRTF is recommending for all Policy bodies that staff reports be submitted 10 calendar days in advance and all supplementals 5 calendar days in advance. Council members would be required to submit memoranda they generate 4 calendar days in advance with no more than 2 signatories. For ancillary bodies, all staff reports would be due 4 days in advance and all supplementals 2 days in advance. Council members would be required to submit memoranda they generate 2 calendar days in advance with no more than 2 signatories.

See #14 above for an update on the Master Calendar.

**17. Documents subject to a public records request and made available to any member of the public, including the media, should simultaneously be made available to the public by posting on the City's website in the responsible department's public records web pages and indexed in a user-friendly way so that a search of the City website will find the public documents. If posting this information is administratively burdensome than instructions should be posted online for any member of the public who is interested getting the information directly from Clerk's office (Public Information Reform #5).**

The SRTF is considering during Phase II, Public Records provisions.

**18. All California Public Records Act (CPRA) and Freedom of Information Act (FOIA) requests shall be posted and indexed on the City website within 72 hours of receipt. Responses shall be posted within 30 days of release. If posting this information is administratively burdensome than instructions should be posted online for any member of the public who is interested getting the information directly from Clerk's office (Public Information Reform #6).**

The SRTF is considering during Phase II, Public Records provisions.

**19. To the extent that an RFQ has a land use component, there should be community representation included on the review panel. Community representatives would be appointed by the City Council. Recently, the City established the RFP integrity guidelines in an effort to strengthen the credibility of the City's RFP review process. Staff should explore other options for expanding neighborhood participation and ensuring transparency in this process (Neighborhood Participation Reform #1).**