



MEMO TO: Members of the City Council

FROM: Mayor John Marchione

DATE: August 28, 2018

SUBJECT: Public Records Disclosure Electronic System and Process Briefing

I. RECOMMENDED ACTION

This briefing is being presented for information only. No action is required.

II. DEPARTMENT CONTACTS

Michelle M. Hart, MMC, City Clerk; 425-556-2191

III. DESCRIPTION/BACKGROUND

At the August 28, 2018, City Council study session, the City Clerk will share a presentation with the Members of the Council discussing the City's public records disclosure electronic system and the "process of processing" requests that come to the City.

The presentation will include a high-level overview of Redmond's endeavors to respond to the requirements of RCW 42.56, the Public Records Act. Members of the Council will learn about the efforts and advancements that have been undertaken to bring us to our current state of processing today. Challenges and opportunities that face Redmond will also be shared during this time.

IV. PREVIOUS DISCUSSIONS HELD

Members of the Council received Open Government Training during the first quarter of 2018. The Public Records Act was overviewed as a part of that session. The session this evening will focused specifically on the external and internal mechanics of processing a request.

V. IMPACT

A. Service/Delivery:

n/a

B. Fiscal Note:

n/a

VI. ALTERNATIVES TO STAFF RECOMMENDATION

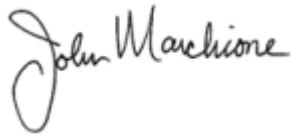
n/a

VII. TIME CONSTRAINTS

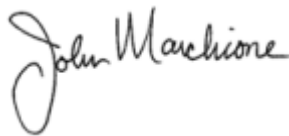
None.

VIII. LIST OF ATTACHMENTS

None.



John Marchione, Mayor



Approved for Agenda _____
John Marchione, Mayor