



OPEN GOVERNMENT CITY CODE *IMPLEMENTATION STATUS*



Presented by: Dina Manis, City Clerk
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Open Government Overview



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Open Government Code Breakdown

4 Articles

13
subsections

Approx. 61
provisions

6
provisions
pending

90%
Complete



Article II

Public Access to Meetings



Final Phase of Implementation

§ 1-10.040. Broadcast of meetings.

- ✓ (A) archive video in Spanish
 - Currently saved on Youtube, and soon to come at santa-rosa.Legistar.com in line with English video.

1. § 1-10.060. Responsibilities of staff.

- (G) ... Citizen's Guidebook will be presented to OGTF at a future date TBD.



Article III– *Public Records*



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Final Phase of Implementation



2. § 1-10.090. Responsibilities of staff (F) – Citizen’s Academy

- Need to look into further and determine scope of project.

3. (C)5 – Open Data Portal – Dept to designate a Data Coordinator

- Final follow-up needed with depts.



Implementation Completed

§ 1-10.110. Website information.

(B)2 – A Records Index

- Went live Aug 6, 2024
 - [Records Index PDF](#)

Public Records Request

Records Index

Find What You Need, Fast: Our comprehensive Records Index is designed to help you quickly locate public documents. Before submitting a public records request, use the index and other resources available here to find the information you need.

How to Use the Index:

- **Search by Topic:** Use the categorized carousel below to browse documents related to specific topics.
- View the Full Records Index (PDF) - [Click Here](#)



Building & Planning

- [Building Applications and Permits](#)
- [Conditional Use Permits](#)
- Zoning Designation and Letters: *Find your [zoning district](#) and obtain [zoning verification letters](#).*
- [Environmental Impact Reports](#)



Government & Public Records

- [Santa Rosa Police Department Transparency](#)
- [Financial Documents and Reports](#)
- [City Code](#) and [Legislative Records](#)
- [Unclaimed Money or Property](#) in Sonoma County



Employment & Legal

- [Employment Contracts or Memoranda of Understanding \(MOUs\)](#)
- [Filings \(Form 700\)](#)
- [Campaign Finance Disclosure](#)

Article IV

Enforcement

Provisions



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Final Phase of Implementation

§ 1-10.120. Appeals regarding requests for public records.

4. (C) Appeal Tally and Report

- Once appeal process implemented, reporting will commence with or near the annual public records reporting.



Final Phase of Implementation

5. § 1-10.140. Complaint procedures regarding alleged violations of the Open Government Ordinance.

(C) City Manager Hearing

- Final Stages of Implementation.

6. § 1-10.160. Annual public report.

- Staff is finalizing the appeals process and reporting to follow thereafter.



Implementation Completed

§ 1-10.120. Appeals regarding requests for public records.

(A) Appeals process

- Appeals form is on public records website at www.srcity.org/pr



Questions