



**CITY OF SAN ANTONIO  
OFFICE OF THE CITY COUNCIL  
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council

FROM: City Councilman Greg Brockhouse

COPIES TO: Sheryl Sculley, City Manager; Leticia Vacek, City Clerk; Andy Segovia, City Attorney; John Peterek, Assistant to the City Manager; Christopher Callanen, Assistant to the City Council

SUBJECT: Review to improve the City's Open Records Request process and procedures

DATE: June 27, 2017

**Issue Proposed for Consideration**

I ask for your support for the inclusion of the following item on the agenda of the earliest available meeting of the Governance Committee:

Request staff to review the current process for addressing Open Records Requests and provide City Council recommendations to improve the process for accuracy and accountability to the citizens of San Antonio.

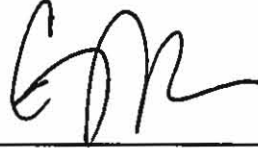
**Brief Background**

The Texas Public Information Act was adopted to give the public the right to request access to government information. When an Open Records Request (ORR) is submitted, the City of San Antonio and the general public currently rely on the holder and/or custodian of the requested information to deliver a thorough and all-encompassing response to requested information. The reliance on the holder to fully disclose information in this process may leave the impression of a lack of transparency and adherence to the Public Information Act. In addition, the holder of requested information has total control over interpretation of any ORR and research of requested information. The current ORR process diminishes public trust and transparency in government.

This request is to direct staff to review the current process and provide recommendations to increase the timeliness and accuracy for providing information to an ORR. The evaluation should include a best practices review of other governmental agencies and their response process and a cost benefit analysis to create a third party or independent group to review available data to respond to qualified and properly submitted ORR. This group may include members of the City Attorney's Office, City Clerk's Office and Information Technology Services Department and report to either the City Clerk's Office and/or the City Ethics Officer. This group must be independent of the person, group, or organization identified in any ORR.

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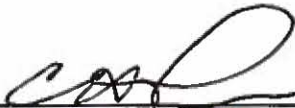

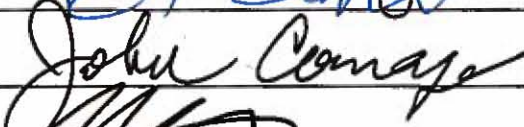

The goal of this request is to improve the ORR process for timeliness, accuracy and secure the independence of the process to improve government transparency.



Councilman Greg Brockhouse, District 6

Supporting Councilmember's Signatures (4 only)

District No.

1.		<u>10</u>
2.		<u>4</u>
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