

CITY OF ROSEVILLE
PUBLIC AVAILABILITY OF INFORMATION
CONCERNING ITEMS ON CITY COUNCIL MEETING
AGENDAS

Complaint 2001A-02

Background/Summary

The Grand Jury received a complaint alleging there is insufficient information available to the public concerning items that will be considered by the Roseville City Council. Because of this, it was further alleged that citizens could not become fully informed of the issues involved and participate in the public comment period of the Council meetings. Of particular concern was the possibility of approving the expenditures of significant sums of money, under the consent calendar section of the agenda, without public disclosure of the sums involved or the details of how the money was to be spent.

Discussion

The Grand Jury visited the Roseville City Clerk's Office, interviewed staff members and reviewed documents. The following facts were developed.

Before each public Council meeting, the Office of the City Clerk assembles a packet of background information covering each of the agenda items, including both consent and discussion calendars. These complete packets are available to the public approximately one week prior to the meeting until one week after the meeting at the City Clerk's Office and are maintained permanently. Packets also are available at the following locations:

- Roseville Libraries
- Kinkos Copying Service
- City of Roseville web site (Summary package only)

There is also a research room located in the City Clerk's Office. This room is available to the public and contains computers to access the web site. City files are available and photocopies can be made by staff at a nominal charge.

Any member of the public can request that an item on the consent calendar be removed from that calendar and be put up for public discussion later in the meeting.

It was found that information concerning amounts of money being authorized for expenditure by the Council, via consent calendar items, and the purpose of these expenditure are readily available to the public in these information packets.

Prepared copies of the agenda routinely include information such as:

- Procedures for addressing Council
- Definition of Agenda Categories
- Terms used in Council Actions
- Definitions of Council meeting terms
- Helpful suggestions for citizens who wish to speak
- Website and agenda materials locations

Finding

The City of Roseville goes well beyond statutory requirements in providing to its citizens information concerning Council meetings. The City Clerk's Office is to be commended.

No Response Required