

**City of Coral Gables City Commission Meeting**  
**Agenda Item J-5**  
**August 29, 2017**  
**City Commission Chambers**  
**405 Biltmore Way, Coral Gables, FL**

**City Commission**

**Mayor Raul Valdes-Fauli**  
**Vice Mayor Pat Keon**  
**Commissioner Vince Lago**  
**Commissioner Frank Quesada**  
**Commissioner Michael Mena**

**City Staff**

**City Manager, Cathy Swanson-Rivenbark**  
**City Attorney, Craig E. Leen**  
**City Clerk, Walter J. Foeman**  
**Deputy City Clerk, Billy Urquia**

**Public Speaker(s)**

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Agenda Item J-5 [5:54:08 p.m.]

Public Records and Information Request Policy

City Attorney Leen: The next one is J-5. I would like to call up Stephanie Throckmorton. We created a public records and information request policy which is, we had an older policy, but it wasn't as formalized, now we have a comprehensive policy, I think its excellent – Stephanie.

Assistant City Attorney Throckmorton: Just very briefly, its centralizing all public records requests into our electronic GovQA system and centralizing them under the Clerk's office to make sure we have procedures set in place so that we are complicit in charging fees and expediting them and looking at that. If you guys have any comment individually about it, please feel free to reach out to our office and let us know if you have any.

Mayor Valdes-Fauli: Thank you.

Commissioner Lago: Save you a lot of time.

[End: 5:54:43 p.m.]