

**RESOLUTION NO. 20120112-062**

**WHEREAS**, the City Council is committed to conducting government business in an open and accessible manner; and

**WHEREAS**, the City Council recognizes the importance of its active boards and commissions and values the feedback it receives from the volunteers who serve; and

**WHEREAS**, it is the desire of the City Council to create a system in which citizens can communicate with board members, but still allow staff to be able to respond to open records requests in an efficient manner; and

**WHEREAS**, Resolution No. 20110407-014 directed the City Clerk “to develop a policy regarding the conduct of city business on personal communication devices by members of city boards and commissions with sovereign authority”; and

**WHEREAS**, Resolution No. 20110407-014 further directed the City Manager and the City Clerk “to work with the Communications and Technology Management Department to estimate implementation costs of all policies developed pursuant to this resolution”; and

**WHEREAS**, on October 25, 2011, the City Clerk and the Communications and Technology Management Department presented a proposal to the Audit and Finance Subcommittee of the City Council to establish City electronic mail addresses for all boards and commissions; and

**WHEREAS**, the City Clerk’s proposal included the requirement that all city business by boards and commissions through electronic mail be

conducted using the established electronic mail addresses; **NOW,**  
**THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

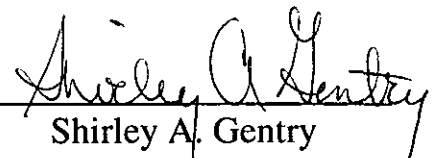
The City Clerk and City Manager are directed to take the necessary actions to implement the October 25, 2011 proposal by the City Clerk and the Communications and Technology Management Department, including developing guidelines for board and commission members and bringing forward a Code amendment to add a training module regarding the conduct of city business on personal devices.

**BE IT FURTHER RESOLVED:**

The City Manager is directed to identify an appropriate funding source to implement this proposal.

**ADOPTED:** January 12, 2012

**ATTEST:**

  
Shirley A. Gentry  
City Clerk