



City of North Port
INTEROFFICE MEMORANDUM
Office of the City Clerk

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To: Commission
CC: City Manager, City Attorney, IT Manager
From: Heather Taylor, Interim City Clerk
Date: February 6, 2020
Re: Commission Emails Viewable to the Public

On January 28, 2020, City Commission discussed the option of Commission emails being available to the public via the City's webpage.

I have contacted both Sarasota County and the City of Venice regarding their procedures for placing emails for public viewing. The City of Venice only makes public those emails sent by Council Members or emails responded to by Council Members. Staff does not review these emails to ensure there is no exempt information. If they see an email that should not have been public, they remove it immediately.

Sarasota County only makes public emails between two Commissioners, emails between a Commissioner and the County Administrator, and emails where a member of the public emails the group Commission email address and one Commissioner replies. These emails are not reviewed prior to being made public.

If Commission would like to provide further direction regarding this topic, please let myself or the City Manager know, and we can add it as an agenda item for discussion and possible direction.

Please let me know if you have any questions.

Thank you.
Heather