



DATE: May 6, 2025

TO: Mayor Robinson and City Councilmembers

FROM: Trisna Tanus, City Attorney, 452-2970  
*City Attorney's Office*

SUBJECT: Open Government Training – 2025 Update

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State law requires that all elected officials and members of governing bodies of public agencies receive refresher training at least every four years on the requirements of the Open Public Meetings Act, the Public Records Act, and record retention laws. The City Council last received refresher training on June 7, 2021.

This evening, Jessica Skelton from the Pacifica Law Group will provide Council the required refresher training and answer any questions Councilmembers may have. Ms. Skelton is a partner with Pacifica Law Group. She provided the previous Council training in 2021 and has extensive experience with open government and public records requirements.

Tonight's training will satisfy state law requirements for refresher training and is being conducted within the required timeframe. Similar training for boards and commissions members will be scheduled later in the fall to satisfy the requirement for boards and commissions.

Tonight's presentation is for information only, no action is being sought from Council.