



Office of the City Manager

INFORMATION CALENDAR
October 23, 2007

To: Honorable Mayor and Members of the City Council
 From: *PK* Phil Kamlarz, City Manager
 Submitted by: Pamyla Means, City Clerk
 Subject: Update: NetFile Online Campaign Report Filing and Tracking

INTRODUCTION

On May 8, 2007, the City Council approved a contract with Westcoast Online Information Systems, Inc. dba NetFile to provide a system that will enable candidates and treasurers to file their campaign reports online.

Part of the implementation process is to train city staff on the use of the tracking system and to train the candidates and treasurers on the filing functions. The officeholder, candidate and treasurer training will be held on November 27, 2007.

CURRENT SITUATION AND ITS EFFECTS

The implementation of the new system is on schedule for the next semi-annual filing, which is due on January 31, 2008. The November 27 training will allow officeholders, candidates and treasurers to familiarize themselves with the new system as they begin to prepare their semi-annual reports.

The vendor will be on-site for the initial training and will be available for ongoing telephone support for questions related to the filing system.

BACKGROUND

In accordance with the provisions of the Government Code, the Berkeley Charter, the Municipal Code, and the Conflict of Interest Code, the City Clerk is the filing officer for campaign reports for city officeholders, campaign committees and candidates as well as Form 700 reports filed by officeholders, commissioners, employees, and consultants.

The City accepts forms from over 30 campaign committees, 15 candidate/officeholder filers, and over 900 Form 700 filers. The current manual process for scanning, redacting, posting, and tracking filings is inefficient and requires an inordinate amount of dedicated staff hours. The implementation of the NetFile system will greatly improve workflow efficiency and public access to campaign reports.

Berkeley has a strong commitment to public access and has been a leader in providing public access to information via the Internet. The NetFile online filing and tracking system with search functions for web viewers will take this commitment to the next level.

FISCAL IMPACTS OF POSSIBLE FUTURE ACTION

None.

CONTACT PERSON

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