



**OFFICE OF THE ATTORNEY GENERAL
STATE OF ILLINOIS**

Lisa Madigan
ATTORNEY GENERAL

December 28, 2010

Todd E. Rent
Human Relations/Compliance Officer
City of Urbana
400 S. Vine Street
Urbana, Illinois 61801

RE: Pre-Authorization Request – 2010 PAC 10878

Dear Mr. Rent:

We have received the written notice from the City of Urbana of its intention to deny disclosure of certain information pursuant to Section 7(1)(f) of the Freedom of Information Act (FOIA).

Specifically, on November 5, 2010, Mr. Robert Kirchner submitted a FOIA request to the City, seeking several records pertaining to the Area-wide Records Management System (A.R.M.S.). In its written notice, the City asserts that certain documents pertaining to the A.R.M.S. committee's meetings and other communications between committee members are being withheld from disclosure under Section 7(1)(f) of FOIA (5 ILCS 140/7(1)(f)).

Determination

Section 7(1)(f) of FOIA exempts from inspection and copying “[p]reliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated, except that a specific record or relevant portion of a record shall not be exempt when the record is publicly cited and identified by the head of the public body.”

The City's use of the Section 7(1)(f) exemption with regard to the withheld documents is approved. We have determined that these documents include staff meeting notes and other materials in which opinions and recommendations were expressed which were utilized by the City in formulating an action regarding various matters. Further, there is no indication that these documents have been publicly cited or identified. Accordingly, the City has met its initial burden of demonstrating that the records are exempt from disclosure under Section 7(1)(f) of FOIA.

December 28, 2010

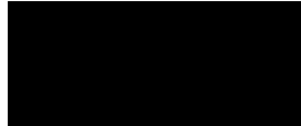
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If you have any questions, please feel free to contact me at (312) 814-6437. This correspondence shall serve to close this file.

Sincerely,

Cara Smith
Public Access Counselor

By:



Tola Sobitan
Assistant Public Access Counselor

cc: Robert Kirchner
Robert G. Kirchner Law Office
100 Trade Center Drive, Suite 402
Champaign, Illinois 61820

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