

COUNCIL MEMBERS:

SHAWN	DON	SUZANNE	GREGORY	JIM	REBECCA	CHRIS
BARIGAR	HALL	HAWKINS	LANTING	MUNN, JR.	MILLS SOJKA	TALKINGTON

Vice Mayor**Mayor****AGENDA**

Meeting of the Twin Falls City Council

Monday, December 2, 2013

City Council Chambers

305 3rd Avenue East -Twin Falls, Idaho**5:00 P.M.**

PLEDGE OF ALLEGIANCE TO THE FLAG
 CONFIRMATION OF QUORUM
 INTRODUCTION OF STAFF
 CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
 PROCLAMATIONS: None

AGENDA ITEMS		Purpose	By:
I. <u>CONSENT CALENDAR:</u>			
1. Consideration of a request to approve the accounts payable for November 26 – December 2, 2013, total: \$931,116.36 and Fire payroll, November 27, 2013, total: \$51,565.03.		Action	Sharon Bryan
II. <u>ITEMS FOR CONSIDERATION:</u>			
1. Consideration of a request to use parking reserve funds for the purchase of code enforcement tracking and ticketing software.		Action	Mitchel Humble
2. Consideration of a request to approve a resolution declaring a policy of transparency in City government.		Action	Don Hall Jim Munn
3. Public input and/or items from the City Manager and City Council.			
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS:</u>			
IV. <u>PUBLIC HEARINGS:</u> <u>None</u>			
V. <u>ADJOURNMENT:</u>			

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

Twin Falls City Council-Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council shall wait to be recognized by the Mayor, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the City Clerk. The City Clerk shall make an audio recording of the Public Hearing.
 3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor.
 4. A City Staff Report shall summarize the application and history of the request.
 - The City Council may ask questions of staff or the applicant pertaining to the request.
 5. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor may limit public testimony to no less than two minutes per person.
 - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the mayor. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
 - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 6. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council, as recognized by the Mayor, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor may again establish time limits.
 7. The Mayor shall close the Public Hearing. The City Council shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor.



Date: MONDAY, December 2, 2013
To: Honorable Mayor and City Council
From: Mitchel Humble, Community Development Director

Request:

A request to consider the use of parking reserve funds for the purchase of code enforcement tracking and ticketing software.

Time Estimate:

The staff report for this item will take about ten minutes. Additional time will be needed to answer questions.

Background:

In our last Citizen Survey, residents were asked to rank the City's service regarding code enforcement. Only 38% of the respondents thought that the City's code enforcement activities were good or excellent. That rating was below the national average response for communities of our size. Since that time, we have made several changes to our code enforcement program. We moved code enforcement responsibilities from various departments into a single division under the direction of the Planning Manager. Where response used to be fragmented and held various levels of priority depending on the department, it is now centralized under a single line of authority, and code enforcement is their only priority. We also created the position of Code Enforcement Coordinator and promoted Sean Standley to fill that role. We empowered him to run the division. He has established an effective code enforcement education first policy. He and his staff first and foremost look to educate the public and help them come into compliance rather than issue citations as a first response. We believe that approach has led to greater compliance with fewer upset customers and has helped make a difference in the community's overall appearance.

We also consolidated personnel into the new code enforcement division. Woody Cullen was moved into the division from economic development, where he was responsible for only parking enforcement. Woody continues to enforce parking downtown, but also has been given other code enforcement duties as well, providing another Code Enforcement Officer around town and allowing more enforcement cases to be resolved. Following Woody's move, we transferred Carolyn Palmer into the division from the water department, where she was a meter reader. There were three meter readers who would read water meters for $\frac{3}{4}$ of their day then help with weed and water conservation enforcement for the remaining $\frac{1}{4}$. That structure was changed to two meter readers who only read water meters and one code enforcement assistant who spends all her time with weed and water conservation enforcement. Carolyn's enforcement duties are also primarily proactive in nature. Prior to her transfer, the City did not have the staff to be truly proactive with code enforcement. She still spends a significant amount of time responding to complaints, but is able to be much more proactive than we've ever been able to before.

These changes have allowed the Code Enforcement division to increase the amount of work they do. Sean has prepared the attached activity reports for your review. They show dramatic increases in enforcement cases resolved. Also, anecdotally, other City personnel were recently told by visiting businesspeople that they are impressed with how clean the community is. We feel that cleanliness has had an impact on our recent economic development successes. We look forward to the upcoming Citizen Survey to see how the community feels about the City's Code enforcement activities now that we have made these changes.

About five years ago, one of our administrative employees responsible to assist with code enforcement, Lisa Strickland, decided she needed a way of keeping track of the various code enforcement cases we started. In response to this need, and without any other tools available, Lisa created an Infopath database to help track the code enforcement work load. Infopath is simply a generic database program, like Microsoft Access, and is not designed to manage work flow, but rather to simply be a place to record events or data about those events. It has worked for a while, so long as the case load stayed small, but with the increasing code enforcement work load, it is simply inadequate. It requires so much effort to keep the information up to date, that it is keeping our personnel from actually being in the field working the cases because they are in the office reporting on the work they have done.

In addition to the code enforcement changes and increases, a little history of parking enforcement will also help provide some background for this request. Several years ago, the BID was responsible for downtown parking management and enforcement. While the BID had this responsibility, they purchased some enforcement software and equipment that they used to issue citations. The Chamber of Commerce was next to attempt to manage the affairs of the BID, including parking management and enforcement. After a few years, the Chamber turned over those responsibilities to the City. At that time, the City received a computer with the parking enforcement software loaded on it and the other parking enforcement equipment, but no actual software discs. We placed that computer at Woody's desk and he continued to use it, even when other employees received updated computers. We could not switch out his computer because it had the parking enforcement software and we could not load it onto any other machine.

This last summer, the inevitable happened and Woody's 10 year old computer finally quit working for good. Along with that loss, we lost the use of the parking enforcement tool. Ever since, we have not been able to provide an acceptable level of downtown parking enforcement service. We have handed out several warnings, like the notices we used immediately following the adoption of the new parking rules last year. Each time we have to write a citation, it has to be hand written on Police Department forms that are not designed for these specific parking violations. The Officer has to scratch out the pre-printed info on the forms and hand-write the relevant violation information. It is time consuming and not professional. We have noticed an increase in violations due to our ineffective enforcement, and we have had an increase in complaints from the legitimate parking users.

We knew that the computer was in its final days before it finally gave up. We began researching alternatives to the parking enforcement tool before that happened. In doing so, we also knew we had a need for a more effective and efficient code enforcement management and tracking software. We began looking for a tool that would provide for both needs. That was difficult to do. What we mostly found was parking enforcement software that the sales people said would be able to work for code enforcement as well. Upon further research, we found most of their claims to be inaccurate. We recently came across a program by gtechna called Officer. It is code enforcement work flow software that contains a parking enforcement solution as well. We have researched gtechna Officer with our IS team. We feel it is the best solution for us to provide efficient and effective code enforcement work management and parking enforcement.

Gtechna Officer is work flow management software. For example, upon completion of an initial property inspection, the software will remind the user when the re-inspection date comes for that same property. It will allow our team to spend more time doing code enforcement and less time planning to do code enforcement. The software also has a web based portal. So, Lisa can have a window on her computer that allows her to take a complaint call and enter the case into the system. But, so can the City's 311 operators so they can enter a code complaint even if it comes in after hours. Anyone with a phone at their desk can be given a log-in so they can take the complaint call and enter a case. The case will also then automatically appear on the Officers' to-do lists, even if they are in the field. The Officers will have mobile tablets with live connections to the database so new complaints will show up for them as they come in. They can also use the tablets to report on inspections as they occur. The tablets are equipped with cameras to document the various violations. They are equipped with printers so that notices and citations can be printed and left at the property or on the illegally parked car. Sean has spent a lot of time researching the various software features and can answer your questions about that if you have any.

Budget Impact:

This purchase was not included in the FY 2014 budget. Staff intended to purchase the software during the previous fiscal year, but the process of researching and finding the right software was much more time consuming than expected. The final price for this software package is \$67,032. The software's licensing and maintenance cost for subsequent years is estimated to be \$11,352. Part of that maintenance cost is for printer paper and will vary depending on usage. Finally, two of the three code enforcement personnel already use mobile computers. With this software, we will add another mobile data charge of \$50 per month, but only for 9 months a year since Carolyn is a ¾ time employee. That will add another \$450 per year in ongoing costs.

Staff is proposing to use funds from the Parking Reserve Fund to help purchase the software. In prior fiscal years, the City's parking revenue was placed in a parking fund that was used to pay for parking management and enforcement. With the changes made last year, the Code Enforcement division was placed within the General Fund. Over several prior years, the parking fund accumulated a reserve balance. Some of those funds were used to purchase signage and parking lot markings when the parking program changed last year. There is currently \$57,956 in this reserve fund to be used for parking management and enforcement activities.

In addition, \$3,600 was budgeted in the Code Enforcement division budget this year for software licensing and maintenance. That funding was intended for licensing and maintenance of some code/parking enforcement software, and we propose to use that money toward this purchase. Finally, the Planning Department budget this year included \$20,000 in professional services for further software programming work to be done on the Cityworks land, licenses, and permitting module. We were able to get more work and training on the Cityworks software in last year's budget than we expected and this \$20,000 will not all be needed for that purpose. Some of it can be reassigned to cover the remaining gap in funding for the gtechna Officer software.

Regulatory Impact:

Due to the loss of the previous parking enforcement software, code enforcement personnel have been unable to provide an acceptable level of service regarding downtown parking enforcement. The proposed software will allow our staff to improve our parking enforcement activities so we are more efficient and effective than we were with the previous software. Also, the increasing work load from the rest of the code enforcement duties is at the point where the personnel we have will be able to be much more efficient if they have tracking and management software that was designed and built for that purpose.

Conclusion:

Staff recommends that the Council authorize the expenditure of parking reserve funds for the acquisition of gtechna Officer code enforcement tracking and management software.

Attachments:

1. Copy of the purchase quote for gtechna Officer
2. Various code enforcement activity reports



Mobile Enforcement Solutions
 334 Cornelia St. #549
 Plattsburg, NY 12901
 Phone 866/483-2462 X112
 Fax 514-387-6220
 www.gtechna.com



Date: November 12, 2013
 Prepared by: Dan Rossiter
 Quotation #: TFID2013111201
 Quote valid until: December 12, 2013

Quotation For:

City of Twin Falls

321 2nd Ave E
 Twin Falls, ID 83301
 Lorie Whitney
 Tel. 208-735-7220
 lwhitney@tfid.org

DESCRIPTION

**PARKING ENFORCEMENT MANAGEMENT
 CODE ENFORCEMENT MANAGEMENT
 IMPLEMENTATION AND SUPPORT SERVICES**

Gtechna Officer - Command Centre	QTY	List Price	Extended List	Discount Price	
Officer™ Back Office - Parking Web HOST - Basic bundle Includes: • DB Engine • Data/User amination • Ticket View • Dynamic Reporting • Ticket form and layout	1	\$ 9,900	\$ 9,900	\$ 8,415	15%
Officer™ Back Office - Code Includes: • DB Engine • Data/User amination • NOV Profile • Ticket form and layout • Interfaces - 311, Property Owners	1	\$ 15,000	\$ 15,000	\$ 12,000	20%
Officer™ Payment Management Includes: • Point of sale(POS) ticket payment • Ticket profile • Entry form - Post Vehicle Owner Title and Address • Ticket Aging - 1 overdue notice • Manual override of ticket status • Court scheduling and disposition processing • Collection Agency Export • Export of Paid Tickets	1	\$ 29,000	\$ 29,000	\$ 11,600	60%
Officer™ Permits Parking Permit Management Issuance and Management of Parking permits Includes: • Customer Web Portal - application and renewal • Manage permit applications, renewals, payments • Views, reports, user access • Batch update to mobile enforcement	1	\$ 25,000	\$ 25,000	\$ 11,250	55%
SUBTOTAL			\$ 78,900	\$ 43,265	

Online Payment Portals	Unit Price	Extended Price
Per Transaction Payments - Paid by The Customer		
Online Ticket Payment - NOV or Parking Ticket	\$3	\$ -
Parking Permit	\$3	\$ -
TOTAL	\$ -	\$ -



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 CODE ENFORCEMENT MANAGEMENT
 IMPLEMENTATION AND SUPPORT SERVICES**

Gtechna Officer - Mobile Enforcement	QTY	Unit Price	Extended List	Discount Price	
Officer™ Parking Parking Ticket Issuance for Mobile Computer Includes: • eTicket form with drop down lists • Time Limit Marking (eChalking) • Color Imaging • GPS Capture • Scofflaw Alert • Broken asset reporting • Signature Capture • Batch Data Sync	3	\$ 990	\$ 2,970	\$ 2,525	15%
Officer™ Municipal Code - Notice of Violation (NOV) Includes: • NOV form with drop down lists • Color Imaging • GPS Capture • Signature Capture • Property Owner Lookup • 311 Complaints • Batch Data Sync	3	\$ 1,200	\$ 3,600	\$ 3,060	15%
SUBTOTAL			\$ 6,570	\$ 5,585	

Mobile Devices and Accessories	QTY	Unit Price	Extended Price	Extended Price
Mobile Computer				
Samsung 10" Tablet	3	\$ 399		\$ 1,197
Vehicle Mount incl. Power & Data Cradle	0	\$ -		\$ -
Unit Accessories	3	\$ 100		\$ 300
Printer				
ZEBRA RW420	3	\$ 731		\$ 2,194
Unit Accessories	3	\$ 164		\$ 491
SUBTOTAL			SUBTOTAL	4,182



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 CODE ENFORCEMENT MANAGEMENT
 IMPLEMENTATION AND SUPPORT SERVICES**

Professional Services	QTY		Extended Price	Extended Price
Implementation - Setup and Configuration				
Project Management	4		\$ 6,000	\$ 4,000
Statement of Work	0			\$ -
Interface DEV	4		\$ 4,000	\$ 4,000
Installation Software	3		\$ 5,000	\$ 3,000
Installation Hardware	0		\$ 1,000	\$ -
Training	3		\$ 3,000	\$ 3,000
Travel	0			\$ -
SUBTOTAL				\$ 14,000

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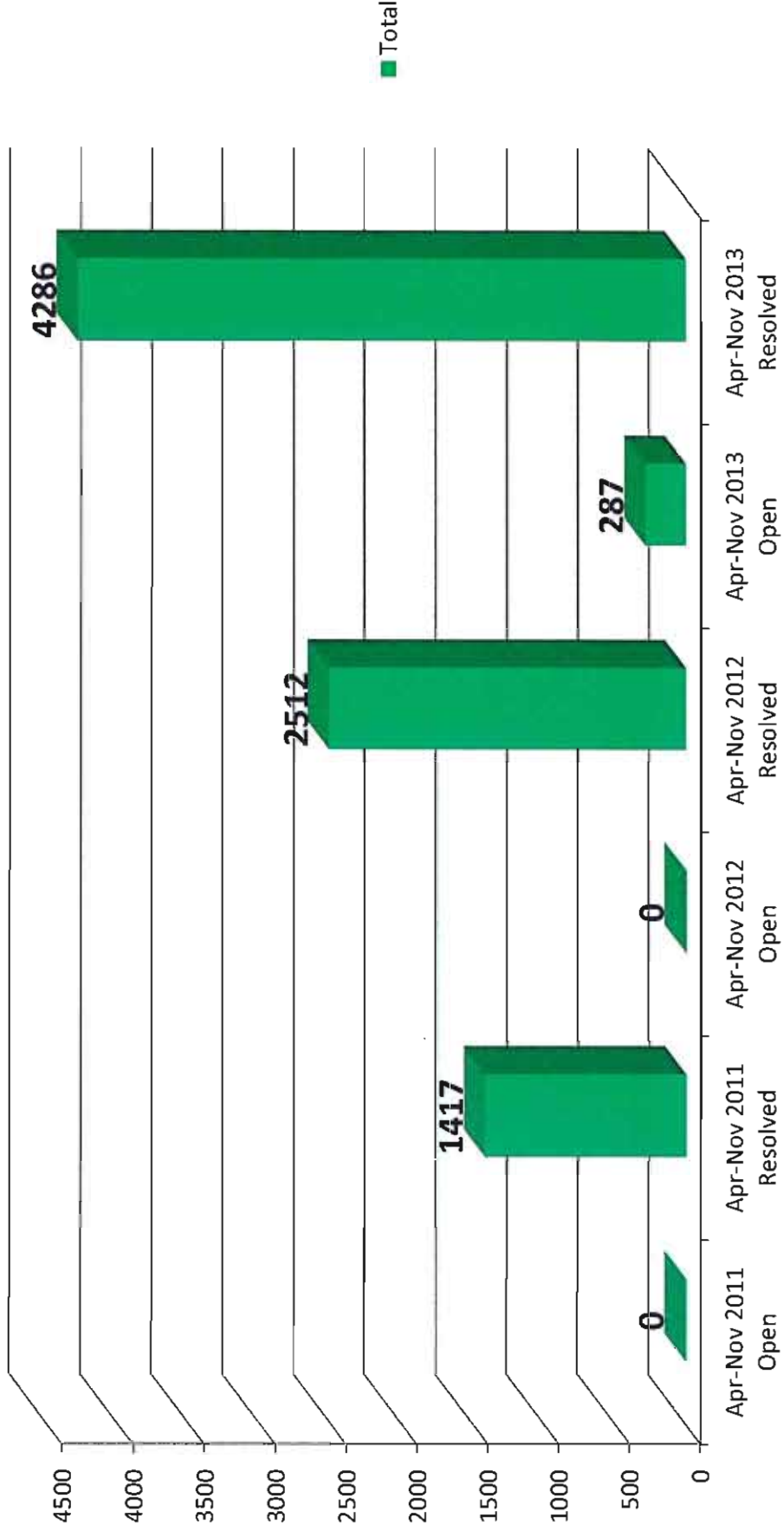
Totals			Ext List	Extended Price
Turn Key System				
Officer™ Software			\$ 85,470	\$ 48,850
Mobile computer			\$ 1,497	\$ 1,497
Printer			\$ 2,685	\$ 2,685
Professional Services			\$ 19,000	\$ 14,000
TOTAL			\$ 108,652	\$ 67,032

Ongoing Annual Costs	QTY	Unit Price		Extended Price
Maintenance Fee for Subsequent Years				
Mobile Computers	3	\$ 63.84		\$ 192
Mobile Printers	3	\$ 131.63		\$ 395
Software				\$ 9,575
Ticket Paper	6,000			\$ 1,191
TOTAL			\$ -	\$ 11,352

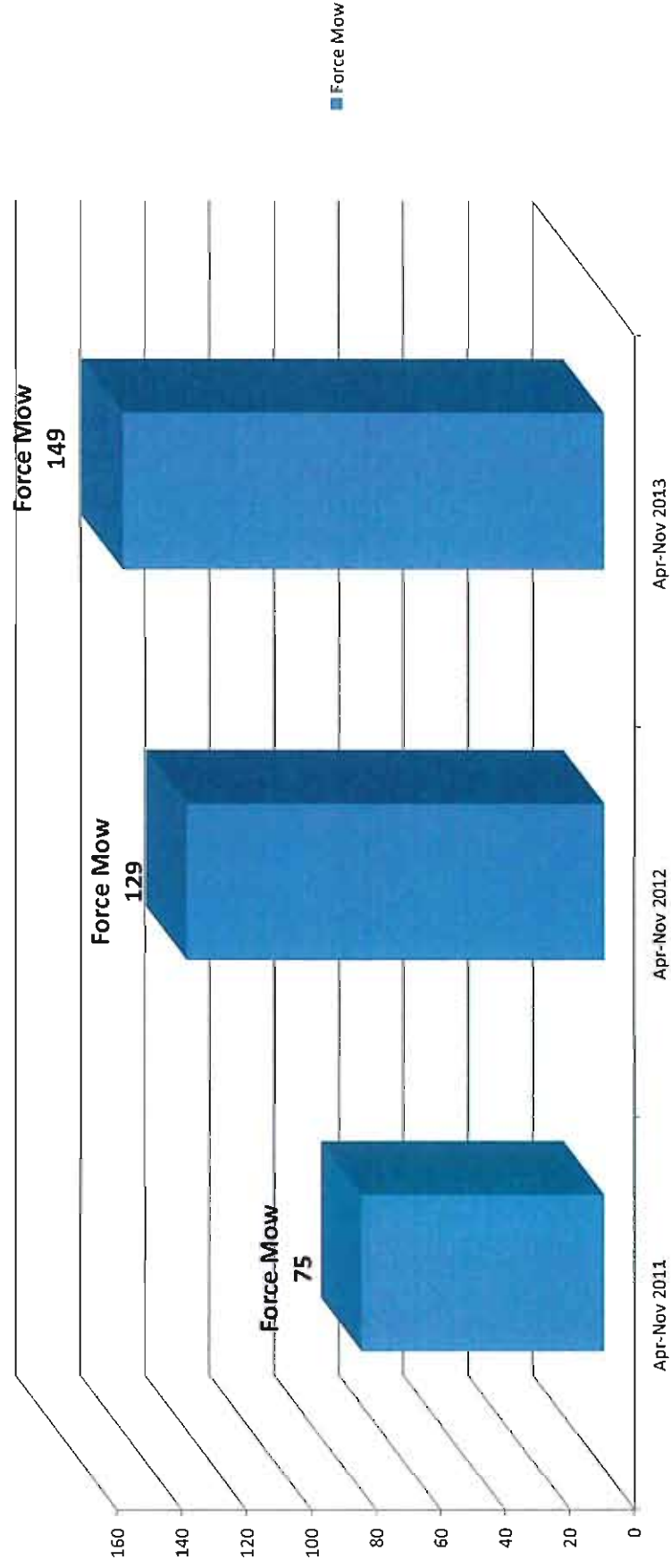
Generated By	Action Taken	Violation	Description
SG-Staff Generated	DK-Door Knocker	6-2-9	Obstruction of sidewalk
CG-Citizen Generated	VW-Verbal Warning	6-3-4	Animal Permit Needed
	VT-Vehicle Tagged	6-3-7	Conditions of Animal Premises
	WW-Written Warning	6-5-2	Misc. Junk
	CI-Citation Issued	7-1-8	Obstruction Gutters
	L-Letter	7-1-16	Deposition Debris ROW
	100-Fine 100.00	7-3-3	Trash Container Issue
	200-Fine 200.00	7-5-2	Weeds
	300-Fine 300.00	7-8-14	Water Conservation
	Ext1-Extension 1	8-1-4	House Numbering
	Ext2-Extension 2	8-1-5	Vegetation Encroachment
	ATT-Sent to Attorney	9-6-7	Parking in Alley
	R-Resolved	9-6-8	Truck/Trailer/Non-operating Vehicle
	UF-Unfounded Complaint	9-9-16	Sight Obstruction
		10-9	Sign
		10-7-14	Outside Storage/Display
		10-7-16	RV Occupied On-site
		10-11	Vehicle in landscaping
		114	Working without permit
		116	Unsafe Bldg

Violation	Apr-Nov 2011 Open	Apr-Nov 2011 Resolved	Apr-Nov 2012 Open	Apr-Nov 2012 Resolved	Apr-Nov 2013 Open	Apr-Nov 2013 Resolved
6-2-9	0	0	0	1	0	18
6-3-4	0	7	0	7	1	19
6-3-7	0	1	0	2	0	2
6-5-2	0	113	0	158	55	279
7-1-8	0	0	0	0	0	0
7-1-16	0	0	0	0	0	0
7-3-3	0	0	0	0	0	5
7-5-2	0	1162	0	2112	52	3114
7-8-14	0	0	0	0	0	9
8-1-4	0	0	0	0	2	1
8-1-5	0	23	0	50	135	320
9-6-7	0	0	0	0	0	6
9-6-8	0	0	0	0	5	85
9-9-16	0	11	0	8	0	21
10-7-14	0	0	0	2	1	5
10-7-16	0	6	0	11	0	11
10-9	0	0	0	8	0	134
10-11	0	0	0	2	0	11
116	0	0	0	0	7	0
114	0	0	0	0	1	0
9-9-16 & 8-1-5	0	26	0	34	5	33
7-5-2 & 6-5-2	0	68	0	117	23	213
Total	0	1417	0	2512	287	4286

Total Violation



Force Mow



	A	B	C	D	E	F	G	H
1	St Number	Street	Violation Date	Violation Time	Violation Type	Offense	Citation Number	Notes
2	120	10th Ave N	7/2	2:00 PM	Restricted Time	1	6556	
3	1125	11th Ave E	8/5	10:20 AM	Restricted Day & Time	1	6870	
4	1240	11th Ave E	8/5	10:36 AM	Restricted Day, Time, Wasting	1	6868	
5	1240	11th Ave E	10/24	11:21 AM	Restricted Time	2	6621	
6	1325	11th Ave E	8/5	10:41 AM	Restricted Day & Time	1	6869	
7	1914	11th Ave E	8/7	4:06 PM	Restricted Day, Time, Wasting	1	6876	
8	520	2nd Ave E	8/20	10:34 AM	Restricted Time	1	6715	
9	801	2nd Ave N	6/24	11:50 AM	Restricted Day & Time	1	6544	
10	612	2nd Ave W	8/16	11:48 AM	Restricted Day & Time	1	6709	
11	744	2ND Ave W	7/24	1:32 PM	Restricted Day & Time	1	6581	
12	958	2nd Ave W	10/22	3:54 PM	Restricted Time	1	6620	
13	403	3rd Ave E	8/5	11:11 AM	Restricted Day, Time, Wasting	1	6871	
14	461	3rd Ave E	7/26	10:09 AM	Restricted time, wasting	1	6854	
15	514	3RD Ave E	7/30	12:27 PM	Restricted Time	1	6589	
16	520	3RD Ave E	6/25	1:28 PM	Restricted Time	1	6546	
17	1548	3rd Ave E	10/1	3:01 PM	Restricted Time	1	6610	
18	735	3rd Ave N	8/14	11:17 AM	Restricted Time, Wasting	1	6899	
19	602	3RD Ave W	8/19	3:13 PM	Restricted Day & Time	1	6769	
20	661	3RD Ave W	6/25	2:15 PM	Restricted Day & Time	1	6547	
21	212	4TH Ave E	7/22	1:00 PM	Restricted Day & Time	1	6568	
22	220	4th Ave E	10/1	2:51 PM	Restricted Time	1	6611	Carolyn Observed @ 14:51
23	260	4Th Ave E	6/17	2:00 PM	Restricted Day & Time	1	6538	
24	1440	4th Ave E	9/12	11:53 AM	Restricted Time	1	6743	
25	2581	4th Ave E	8/10	10:49 AM	Restricted Day & Time	1	6891	
26	2911	4th Ave E	8/23	3:20 PM	Restricted Time, Wasting	1	6725	
27	2919	4th Ave E	9/16	10:56 AM	Restricted Day	1	6748	
28	345	4TH Ave N	7/2	1:50 PM	Restricted Day & Time	1	6555	
29	435	4TH Ave N	7/23	3:00 PM	Restricted Day & Time	1	6575	
30	462	4th Ave N	7/17	10:59 AM	Restricted Day & Time	1	6832	
31	504	4th Ave N	10/1	3:41 PM	Restricted Time	1	6612	
32	512	4TH Ave N	8/7	11:25 AM	Restricted Day & Time	1	6703	
33	560	4th Ave N	10/10	1:10 PM	Restricted Time	1	6615	Carolyn Observed @ 13:10
34	236	5TH Ave N	8/23	11:30 AM	Restricted Day & Time	1	6773	
35	244	5TH Ave N	9/10	11:12 AM	Restricted Time, Wasting	1	6739	
36	536	5TH Ave N	7/22	11:00 AM	Restricted Day & Time	1	6566	
37	210	6th Ave E	9/3	2:12 PM	Restricted Time	1	6732	
38	302	6th Ave E	9/19	10:07 AM	Wasting	1	6755	
39	408	6th Ave W	8/9	1:51 PM	Restricted Day, Time, Wasting	1	6883	
40	408	6th Ave W	8/10	8:31 AM	Wasting	2	6887	
41	203	7TH Ave E	7/23	12:00 PM	Restricted Day & Time	1	6571	
42	203	7TH Ave E	8/21	2:48 PM	Restricted Time, Wasting	2	6719	
43	236	7TH Ave E	8/21	2:48 PM	Restricted Day, Time, Wasting	1	6718	
44	1129	7TH Ave E	8/23	10:08 AM	Restricted Time, Wasting	1	6722	
45	1335	7TH Ave E	6/17	1:50 PM	Restricted Day & Time	1	6537	

	A	B	C	D	E	F	G	H
46	1520	7TH Ave E	6/17	4:30 AM	Restricted Day & Time	1	6539	
47	153	8TH Ave E	8/26	3:14 PM	Restricted Day & Time	1	6775	
48	206	8TH Ave E	7/23	12:42 PM	Restricted Time	1	6572	
49	1228	8TH Ave E	8/28	11:18 AM	Restricted Day & Time	1	6728	
50	1238	8TH Ave E	8/8	4:26 PM	Restricted Time, Wasting	1	6882	
51	235	9th Ave E	8/16	4:01 PM	Restricted Time, Wasting	1	6712	
52	2584	9TH Ave E	7/30	2:31 PM	Restricted Time	1	6590	
53	144	9th Ave N	7/24	3:12 PM	Restricted Day & Time	1	6850	
54	161	9th Ave N	7/17	11:38 AM	Restricted Time	1	6833	
55	253	9th Ave N	10/18	10:59 AM	Restricted Time	1	6618	
56	263	9th Ave N	7/17	11:45 AM	Restricted Time	1	6834	
57	395	Adams St	6/19	3:33 PM	Restricted Time	1	6540	
58	1703	Addison Ave E	7/22	11:15 AM	Restricted Day & Time	1	6567	
59	1746	Addison Ave E	8/7	4:28 PM	Restricted Day, Time, Wasting	1	6877	
60	309	Addison Ave W	8/10	8:46 AM	Restricted Day	1	6888	
61	348	Addison Ave W	8/1	11:00 AM	Restricted Time	1	6864	
62	2146	Alta Vista Cir	9/17	11:49 AM	Restricted Time	1	6750	
63	2164	Alta Vista Dr	9/16	11:40 AM	Restricted Day & Time	1	6749	
64	510	Alturas Dr.	8/1	1:58 PM	Restricted Time	1	6593	
65	536	Alturas Dr.	8/6	11:25 AM	Restricted Time	1	6599	
66	698	Alturas Dr.	8/1	2:02 PM	Restricted Time	1	6594	
67	260	Ash St	7/30	12:15 PM	Restricted Time	1	6588	
68	187	Aspenwood Dr	8/10	11:10 AM	Restricted Day & Time	1	6892	
69	1232	Aztec Dr	8/12	1:16 PM	Restricted Day & Time	1	6894	
70	1827	Bitterroot Dr	8/9	3:29 PM	Restricted Time, Wasting	1	6886	
71	1850	Bitterroot Dr	9/23	7:43 AM	Restricted Day	1	6601	
72	1022	Blue Lakes Blvd	8/27	10:21 AM	Restricted Time	1	6726	
73	1021	Blue Lakes Blvd N	6/24	11:42 AM	Restricted Day & Time	1	6543	
74	436 & 440	Blue Lakes Blvd N	7/17	11:20 AM	Restricted Day & Time	1	6557	
75	146	Blue Lakes Blvd S	9/12	4:20 PM	Restricted Time	1	6744	
76	202	Blue Lakes Blvd S	9/12	4:18 PM	Restricted Time	1	6745	
77	360	Borah Ave	7/30	3:32 PM	Restricted Time	1	6860	
78	462	Borah Ave	10/9	10:31 AM	Restricted Day, Time, Wasting	1	6614	Carolyn Observed @ 10:31
79	136	Borah Ave W	8/1	12:00 PM	Restricted Time	1	6866	
80	146	Borah Ave W	8/1	11:33 AM	Restricted Time	1	6865	
81	205	Borah Ave W	7/3	4:28 PM	Restricted Time	1	6820	
82	484	Bracken St N	6/28	3:04 PM	Restricted day, time, wasting	1	6812	
83	125	Buchanan St	7/23	3:34 PM	Restricted day, time, wasting	1	6846	
84	125	Buchanan St	7/26	10:50 AM	Restricted Time	2	6584	
85	125	Buchanan St	8/1	10:39 AM	Restricted Day & Time	3	6592	
86	132	Buchanan St	7/18	12:44 PM	Restricted Time	1	6560	
87	137	Buchanan St	8/23	10:29 AM	Restricted Time, Wasting	1	6723	
88	291	Buchanan St	7/31	10:58 AM	Restricted Time	1	6862	
89	342	Buchanan St	7/24	9:40 AM	Restricted Day	1	6576	
90	484	Buchanan St	7/24	10:00 AM	Restricted Day & Time	1	6577	
91	518	Buchanan St	8/22	12:10 PM	Restricted Time	1	6770	

	A	B	C	D	E	F	G	H
92	239	Castleford St W	6/25	2:19 PM	Restricted Day & Time	1	6548	
93	239	Castleford St W	8/19	3:15 PM	Restricted Day & Time	2	6768	
94	281	Caswell Ave W	6/27	1:15 PM	Restricted Day & Time	1	6809	VOID - Notified on well
95	281	Caswell Ave W	7/8	3:46 PM	Restricted Day & Time	2	6824	VOID - Notified on well
96	272	Clinton Dr	8/22	3:40 PM	Restricted Time	1	6721	VOID - Notified on Ditch Water
97	180	Cordova Ave	8/8	12:02 PM	Restricted Time	1	6878	
98	1154	Cortes Loop	9/11	5:35 PM	Restricted Day	1	6740	
99	1154	Cortes Loop	9/17	6:21 PM	Restricted Day	2	6754	Talked to utility desk, said didn't understand waived \$40 Advised if in violation again the next time will be \$80
100	1184	Cortes Loop	10/1	1:18 PM	Restricted Day	1	6609	
101	1188	Cortes Loop	10/1	1:18 PM	Restricted Day	1	6608	VW to 1184 as he was watering for 1188
102	204	Crestview Dr	9/16	9:33 AM	Restricted Day, Wasting	1	6747	
103	316	Crestview Dr	7/19	2:00 PM	Restricted Day & Time	1	6564	
104	615	Del Mar Dr	8/16	12:04 PM	Restricted Time, Wasting	1	6710	VOID - Notified on well 8/19
105	805	Del Mar Dr	8/14	1:01 PM	Restricted Time	1	6764	
106	194	Diamond Ave	8/19	11:50 AM	Restricted Day & Time	1	6713	
107	517	Eastland Dr	8/16	12:13 PM	Restricted Time	1	6711	
108	771	Eastland Dr	7/31	3:38 PM	Restricted Time	1	6863	
109	347	Eastland Dr S	8/21	12:39 PM	Restricted Time	1	6717	
110	130	El Camino Ave	6/25	11:55 AM	Restricted Time	1	6806	
111	169	El Camino Ave	8/23	1:25 PM	Restricted Time	1	6724	
112	1938	El Monte Pl	9/6	11:04 AM	Restricted Day & Time	1	6736	
113	912	Elm St	7/25	3:53 PM	Restricted Time	1	6583	
114	912	Elm St.	8/27	11:25 PM	Restricted Time	2	6776	
115	356	Eric's Ct	7/18	2:52 PM	Restricted Time	1	6836	
116	1231	Evergreen	5/9	3:00 PM	water on restricted day	1	6802	
117	1240	Evergreen	5/9	3:20 PM	water on restricted time	1	6801	
118	805	Fairway Dr	8/10	11:34 AM	Restricted Day & Time	1	6893	
119	1444	Falls Ave E	8/9	3:19 PM	Restricted Day & Time	1	6885	
120	1627	Falls Ave E	7/2	2:30 PM	Restricted Day & Time	1	6816	
121	1633	Falls Ave E	7/19	11:00 AM	Restricted Time	1	6562	
122	1775	Falls Ave E	7/23	11:45 AM	Restricted Day & Time	1	6570	
123	296	Falls Ave W	8/16	11:30 AM	Restricted Day & Time	1	6708	
124	359	Falls Ave W	8/29	1:05 PM	Restricted Day & Time	1	6780	
125	645	Falls Ave W	8/16	11:15 AM	Restricted Time	1	6707	
126	376	Federation Rd	9/9	4:13 PM	Restricted Day	1	6738	
127	1136	Fiesta Way	7/29	2:02 PM	Restricted Day	1	6856	
128	1136	Fiesta Way	8/7	1:59 PM	Restricted Day	2	6872	
129	228	Filer Ave	6/28	3:52 PM	Restricted day, time, wasting	1	6814	
130	228	Filer Ave	8/6	10:50 AM	Restricted Time	2	6598	
131	388	Filer Ave	8/6	11:45 AM	Restricted Time	1	6700	
132	392	Filer Ave	7/29	3:30 PM	Restricted Day & Time	1	6858	
133	581	Filer Ave	7/24	3:56 PM	Restricted Time, Wasting	1	6852	
134	761	Filer Ave	8/12	9:45 AM	Restricted Day	1	6757	

2013 Violations

11/1/2013

	A	B	C	D	E	F	G	H
135	1606	Filer Ave E	7/22	3:20 PM	Restricted Day & Time	1	6569	
136	2003	Filer Ave E	7/18	3:04 PM	Restricted Day & Time	1	6837	
137	157	Filer Ave W	9/24	2:25 PM	Restricted Day & Time	1	6605	
138	178	Filer Ave W	8/30	2:11 PM	Restricted Day, Time, Wasting	1	6730	
139	205	Filer Ave W	8/13	3:28 PM	Restricted Day & Time	1	6898	
140	308	Filer Ave W	7/19	3:01 PM	Restricted Day & Time	1	6844	
141	356	Filer Ave W	6/28	1:55 PM	Restricted Day & Time	1	6553	
142	280	Filer Ave.	8/23	11:18 AM	Restricted Day & Time	1	6772	
143	420	Fillmore St	6/25	1:15 PM	Restricted Time	1	6545	
144	425	Fillmore St	7/18	1:54 PM	Restricted Day & Time	1	6561	
145	495	Fillmore St	7/24	3:49 PM	Restricted Time	1	6851	
146	548	Fillmore St	7/18	11:03 AM	Restricted Time	1	6559	
147	2376	Forge Ct	9/13	4:04 PM	Restricted Day	1	6746	
148	561	Gimlet Dr	5/6	10:42 AM	Restricted Day	1	6534	broken timer
149	561	Gimlet Dr	7/16	12:15 PM	Restricted Day	2	6831	
150	854	Grace Dr W	8/10	9:36 AM	Wasting	1	6890	
151	756	Greenwood Dr	7/26	7:36 AM	Restricted Day	1	6853	
152	820	Greenwood Dr	6/17	3:25 PM	Restricted Day & Time	1	6804	
153	866	Gregory Way	9/19	4:23 PM	Restricted Day	1	6756	
154	1648	Harmon Park Ave	9/12	11:43 AM	Restricted Time	1	6741	
155	459	Harrisin St	6/27	12:33 PM	Restricted Day & Time	1	6551	
156	236	Harrison St	8/12	10:05 AM	Restricted Day & Time	1	6758	
157	326	Harrison St	7/24	11:00 AM	Restricted Time	1	6578	
158	823	Harrison St	7/29	3:22 PM	Restricted Day & Time	1	6857	
159	516	Heyburn Ave	8/7	3:35 PM	Restricted Day & Time	1	6875	
160	1639	Heyburn Ave E	8/19	4:16 PM	Restricted Day, Time, Wasting	1	6714	
161	1813	Heyburn Ave E	8/12	10:50 AM	Restricted Day & Time	1	6759	
162	2130	Hillcrest Dr	10/15	1:32 PM	Restricted Time	1	6616	
163	195	Jefferson St	6/27	1:25 PM	Restricted day, time, wasting	1	6810	
164	195	Jefferson St	6/28	1:28 PM	Restricted Time	1	6552	Broken Timer- will shut off.
165	195	Jefferson St	7/22	10:48 AM	Restricted Day & Time	2	6565	
166	425	Jeweler St	7/24	2:36 PM	Restricted Day	1	6849	
167	1341	Kimeberly Rd	9/4	11:07 AM	Restricted Time, Wasting	1	6733	
168	1545	Kimes Ave	7/19	11:48 AM	Restricted Time	1	6840	
169	406	Lacasa Loop	7/19	1:33 PM	Restricted Day, Wasting	1	6843	
170	445	Lacasa Loop	7/12	1:32 PM	Restricted Day	1	6828	
171	486	Lacasa Loop	7/19	1:26 PM	Restricted Day, Wasting	1	6842	
172	525	Locust St	7/19	11:57 AM	Restricted Time	1	6841	
173	738	Locust St	8/20	11:55 AM	Restricted Time	1	6716	
174	143	Locust St N	8/1	3:59 PM	Restricted Day, Time, Wasting	1	6867	
175	542	Lynwood Blvd	7/8	2:40 PM	Restricted Day & Time	1	6822	
176	295	Madison St	6/19	3:30 PM	Restricted Time	1	6541	
177	435	Madison St	9/6	3:29 PM	Restricted Time, Wasting	1	6737	
178	170	Madrona St	7/30	11:48 AM	Restricted Time	1	6587	
179	204	Madrona St	8/7	11:00 AM	Restricted Day & Time	1	6702	
180	819	Madrona St N	6/12	3:30 PM	Restricted Time	1	6536	

2013 Violations

11/1/2013

	A	B	C	D	E	F	G	H
181	863	Madrona St N	6/12	1:52 PM	Restricted Time	1	6535	
182	889	Madrona St N	6/26	2:10 PM	Restricted Time	1	6807	
183	1001	Madrona St N	6/26	2:20 PM	Restricted Time	1	6808	VOID- Notified on Well.
184	627	Main Ave W	8/19	3:10 PM	Restricted Day & Time	1	6767	
185	2073	Maple Dr	7/1	2:31 PM	Restricted Day & Time	1	6554	
186	1705	Maplewood Dr	7/18	10:30 AM	Restricted Day & Time	1	6558	
187	284	Martin St	6/28	3:26 PM	Restricted day, time, wasting	1	6813	
188	474	Martin St.	7/23	2:47 PM	Restricted Time	1	6574	
189	173	Maurice St N	8/29	12:05 PM	Restricted Day & Time	1	6779	
190	394	Monroe St	5/8	11:10 AM	Restricted day, time, wasting	1	6800	
191	296	Monroe St.	8/6	12:43 PM	Restricted Time	1	6701	
192	944	Morningside Dr	8/13	11:18 AM	Restricted Time	1	6763	
193	841	Mt View Dr E	8/5	10:45 AM	Restricted Day & Time	1	6595	
194	1274	Northen Pine Dr	8/12	4:09 PM	Restricted Day & Time	1	6897	
195	723	Northview Dr	8/15	3:21 PM	Restricted Day & Time	1	6706	
196	755	Northview Dr	8/15	3:15 PM	Restricted Day & Time	1	6705	
197	360	Ostrander St N	7/3	4:20 PM	Restricted Day & Time	1	6818	
198	411	Ostrander St N	7/3	4:25 PM	Restricted Time	1	6819	
199	113	Pheasant Rd	6/20	4:30 PM	Restricted Day & Time	1	6805	
200	314	Pheasant Rd	8/7	2:06 PM	Restricted Day	1	6873	
201	277	Pierce St	7/30	4:01 PM	Restricted Day & Time	1	6591	
202	330	Pierce St	7/23	3:46 PM	Restricted time, wasting	1	6848	
203	355	Pierce St	8/23	11:10 AM	Restricted Time	1	6771	
204	539	Pole Line Rd	9/6	10:25 AM	Restricted Day	1	6734	
205	151	Polk St	8/13	9:41 AM	Restricted Day	1	6762	
206	191	Polk St	7/24	1:25 PM	Restricted Time	1	6580	
207	233	Polk St	7/24	1:22 PM	Restricted Time	1	6579	
208	1543	Poplar Ave	9/23	10:45 AM	Restricted Day, Time, Wasting	1	6602	
209	1644	Poplar Ave	7/25	10:40 AM	Restricted Time	1	6582	
210	1590	Princeton Dr	9/23	2:07 PM	Restricted Day & Time	1	6603	
211	705	Quincy St	8/28	11:55 AM	Restricted Time	1	6778	
212	375	Ridgeway Dr	7/30	11:49 AM	Restricted Day, Time, Wasting	1	6859	
213	443	Ridgeway Dr	8/28	11:41 AM	Restricted Time	1	6777	
214	457	Rose St N	9/17	4:31 PM	Restricted Day & Time	1	6753	
215	894	Rose St N	7/9	4:08 PM	Restricted Time	1	6826	
216	1547	Saddler St	8/8	2:40 PM	Restricted Day & Time	1	6879	
217	718	Shoshone St E	7/31	10:42 AM	Restricted Day & Time	1	6861	
218	1922	Shoup Ave E	8/23	12:20 PM	Restricted Day & Time	1	6774	
219	139	Shoup Ave W	7/8	3:37 PM	Restricted Day & Time	1	6823	
220	414	Shoup Ave W	8/19	2:50 PM	Restricted Day & Time	1	6766	
221	464	Shoup Ave W	7/3	2:25 PM	Restricted Day & Time	1	6817	
222	1626	Sommer St	8/8	2:53 PM	Restricted Time	1	6880	
223	293	Southwood Ave	8/28	2:45 PM	Restricted Day	1	6729	
224	691	Sparks St	6/26	12:00 PM	Restricted Time	1	6549	
225	2124	Stadium Blvd	7/23	11:04 AM	Restricted Time	1	6845	
226	1201	Starfire St	6/28	2:37 PM	Restricted Time	1	6811	

	A	B	C	D	E	F	G	H
227	976	Sunrise Blvd	9/24	1:17 PM	Restricted Time	1	6604	
228	307	Sunrise Blvd N	7/18	10:31 AM	Restricted Day & Time	1	6835	
229	347	Sunrise Blvd N	8/27	3:41 PM	Restricted Day & Time	1	6727	
230	403	Sunrise Blvd N	8/12	2:43 PM	Restricted Day & Time	1	6896	
231	460	Sunrise Blvd N	8/8	11:33 AM	Restricted Time	1	6704	
232	581	Sunrise N	7/19	11:12 AM	Restricted Time	1	6563	
233	1722	Targhee Dr	6/24	11:32 AM	Restricted Day & Time	1	6542	
234	230	Taylor St	6/27	11:45 AM	Restricted Time	1	6550	
235	281	Taylor St	10/15	3:21 PM	Restricted Day, Time	1	6617	
236	440	Taylor St	9/11	1:11 PM	Restricted Day & Time	1	6782	
237	614	Trotter Dr	7/18	3:58 PM	Restricted Time	1	6838	VOID - Notified on well 7/29
238	996	Trotter Dr	7/18	4:09 PM	Restricted Time	1	6839	
239	136	Tyler St	10/1	11:33 AM	Restricted Time	1	6607	
240	151	Tyler St	10/7	3:51 PM	Restricted Day, Time	1	6613	
241	448	Tyler St	9/17	12:18 PM	Restricted Time	1	6751	
242	1260	Valencia St	7/29	11:54 AM	Restricted Day & Time	1	6855	
243	1352	Valencia St	8/7	2:16 PM	Restricted Day	1	6874	
244	1383	Valencia St	8/12	2:18 PM	Restricted Day, Wasting	1	6895	
245	1445	Valencia St	8/12	1:23 PM	Restricted Day	1	6760	
246	1455	Valencia St	8/12	1:23 PM	Restricted Day	1	6761	
247	1494	Valencia St	9/27	1:45 PM	Restricted Day	1	6606	
248	120	Van Buren St	7/11	4:20 PM	Restricted Time	1	6827	
249	201	Walnut St	8/14	1:31 PM	Restricted Time	1	6765	
250	202	Walnut St	9/12	11:25 AM	Restricted Time, Wasting	1	6741	
251	302	Washington St N	8/22	2:39 PM	Restricted Time	1	6720	
252	630	Washington St N	7/9	3:22 PM	Restricted Time	1	6825	
253	1029	Washington St N	8/10	9:02 AM	Restricted Day	1	6889	VOID- Notified on Well.
254	878	Wendell Ave	7/23	2:33 PM	Restricted Time	1	6573	
255	1170	Wendell St	9/17	4:19 PM	Restricted Time	1	6752	
256	1345	Wilmore Ave	9/6	10:51 AM	Restricted Time	1	6735	



Date: Monday, December 2, 2013

To: Honorable Mayor and City Council

From: Don Hall and Jim Munn

Request: Approval of a resolution declaring a policy of transparency in City government.

Time Estimate: The initial presentation by Councilmen Hall and Munn will take approximately 10 minutes.

Background: The Council considered a transparency in city government resolution during the November 25th Council meeting. At the end of that discussion, it was determined that the best course would be to consider the issues discussed, to make changes if deemed appropriate, and to bring the resolution back for further consideration at the scheduled December 2 Council meeting.

Approval Process: The approval of a resolution requires a majority vote of a quorum of the Council. Unlike ordinances, no "readings" or suspension of the rules is required to enact a resolution.

Budget Impact: The enactment of the resolution, as proposed, should have no impact on the budget.

Regulatory Impact: The resolution contains a variety of measures intended to provide additional transparency in City government, over and above the requirements of the Idaho Open Meeting Law, Idaho Public Records Law, and other applicable statutes. The resolution acknowledges that the existence of some ad hoc volunteer groups, although not "created by statute, ordinance or other legislative act" and without "authority to make decisions for or recommendations to" the City Council or a City commission, and therefore not subject to the requirements of the Idaho Open Meeting Law, nevertheless may create the appearance to some members of the public that they are being excluded from what they believe should be a public process. The resolution further acknowledges that, even though these groups form without a vote of the Council or commission, the groups may appear to some to be a creation of the Council or commission. In order to avoid this perception in the future, the resolution provides a policy for both the Council and all of its commissions that they will not permit the formation of ad hoc volunteer groups intended to report back to the Council or commission, unless they are created by a vote of the Council or Commission, and will thereby be subject to all requirements of the Idaho Open Meeting Law.

Conclusion: We recommend approval of this resolution, as written.

Attachments: Transparency in City Government Resolution.

Resolution proposed by Don Hall and Jim Munn
December 2, 2013

RESOLUTION NO. _____

TRANSPARENCY IN CITY GOVERNMENT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, DECLARING A POLICY OF TRANSPARENCY AND OPENNESS IN CITY GOVERNMENT IN ORDER TO PROMOTE ACCOUNTABILITY, TO ENHANCE DISSEMINATION OF PUBLIC INFORMATION, AND TO ENCOURAGE CITIZEN PARTICIPATION IN CITY GOVERNMENT.

WHEREAS, The Twin Falls City Council finds that transparency in government promotes accountability and provides information to its citizens regarding the business of the City; and,

WHEREAS, The Twin Falls City Council finds that information regarding the activities of City government must be widely dispersed in order to encourage public engagement and to improve the quality of its decisions; and,

WHEREAS, The Twin Falls City Council finds that collaboration and communication between City government and its citizens is enhanced through the use of well-designed web technologies; and

WHEREAS, The policy consideration underlying the Idaho Open Meeting Law is to ensure transparency of the legislative and administrative process within state and local governments (Idaho Open Meeting Law Manual, p. 3); and,

WHEREAS, The Idaho Code sets forth only minimum requirements for all local governments in order to promote transparency and openness in government, including the Idaho Open Meeting Law, the Idaho Public Records Law, and other statutes; and,

WHEREAS, The City Council acknowledges that, in the past, ad hoc volunteer groups have formed without the authority of statute, ordinance, or other legislative act, and without authorization to make decisions or recommendations. The Idaho Supreme Court in *Safe Air for Everyone v. Idaho Dept. Agriculture*, 145 Idaho 164, 177 P.3d 378 (Idaho 2008), in interpreting the requirements of the Idaho Open Meeting Law, held that, where there is no statute, ordinance or other legislative act creating a subagency and granting the authority to make decisions for or recommendations to a public agency regarding a matter, the Idaho Open Meeting Law requirements are inapplicable. The City Council finds that the existence of these groups may create the feeling by some that they are being excluded from public participation in City government; and,

WHEREAS, The Twin Falls City Council finds that the minimum requirements of the Idaho Open Meeting Law, the Idaho Public Records Law, and other statutes, are inadequate to provide the transparency and openness that it finds should be provided to its citizens in order to permit them to constructively engage with City government; and,

WHEREAS, The Twin Falls City Council intends, with this resolution, to establish a policy of additional government transparency and openness, over and above the minimum requirements of the Idaho Open Meeting Law, the Idaho Public Records Law, and other

applicable statutes, to encourage and enhance information, participation and collaboration between City government and the citizens of the City of Twin Falls.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF
THE CITY OF TWIN FALLS, IDAHO:

Section 1: The City Council of the City of Twin Falls, and all commissions and committees created by statute, ordinance or other legislative act shall always comply with all requirements of the Idaho Open Meeting Law, the Public Records Law, and all other applicable statutes.

Section 2: The Idaho Open Meeting Law requires only physical posting of the notice and agenda for public meetings in a prominent place at the City's principal place of business. This notice is insufficient to provide full transparency to the citizens of the legislative and administrative processes of the City. The City will include a hyperlinked calendar showing Council and commission meetings as well as community events on the main page of its website (www.tfid.org), in order to provide not only more accessible notice of public meetings, but also hyperlinks to agendas and staff reports, in order to provide a much more useful and meaningful notification to its citizens regarding the City's business.

Section 3: The Idaho Open Meeting Law applies only to meetings of the governing board of a public agency or subagency which is created by statute, ordinance, or other legislative act, with the authority to make decisions for or recommendations to a public agency regarding any matter. The Idaho Attorney General, in the Idaho Open Meeting Law Manual, states that "the Open Meeting Law does not apply to voluntary, internal staff meetings *if the group is not created by or pursuant to statute, ordinance or other legislative act*, even though the discussions may lead to recommendations to the governing body." A subcommittee is a creation of, and is responsible to, the agency that created it.

In order to provide more transparency in City government, neither the Twin Falls City Council nor any of its commissions will permit the formation of ad hoc volunteer groups intended to report back to the City Council or commission, unless that group is formed as a committee or commission, created by a vote of the City Council or commission. The City Council, and its committees and commissions, shall always comply with all requirements of the Idaho Open Meeting Law.

Section 4: The Idaho Open Meeting Law requires only the keeping of summary minutes of the City Council and commission meetings. This information is insufficient to provide full transparency and openness to the citizens of the legislative and administrative process of the City. The City will stream and video record all Council and commission meetings (excepting Council executive sessions, Airport Advisory Commission meetings, which meets at the Airport, and the Youth Council), with hyperlinks to agendas and staff reports for the next upcoming meetings, as well as agendas, staff reports and minutes of past meetings, on the City's website (www.tfid.org). This will provide real time as well as recorded access to public meetings by those citizens who are unable to attend in person, or who would prefer to view the meeting at a later time.

Section 5: The Idaho Public Records Law requires only that the City make public records available for inspection and copying at the location of the custodian of those public records. This

access to public records is insufficient to provide full transparency and openness to the citizens of the legislative and administrative process of the City. The City will provide access to the annual budget, monthly financial reports, accounts payable, financial dashboard, the Comprehensive Plan and Future Land Use Map, the Transportation Plan, the Water Plan, the Strategic Plan, the Twin Falls City Code, the Zoning Map, the Subdivision Map, the Pressure Irrigation Map, the Garbage Pickup and Recycling Map, the Flood Plain Map, and such other documents as the Council or City Manager deems important for public dissemination, on the City's website (www.tfid.org).

Section 6: The Idaho statutes have no requirements for contact information for public officials. This access is insufficient to provide full transparency to the citizens of the legislative and administrative process of the City. The City will provide hyperlinked email addresses for all City Council members, the City Manager, and all City departments, as well as mailing addresses, telephone numbers, fax numbers, on the City's website (www.tfid.org).

Section 7: The Idaho Statutes have no requirement for the posting of information on job opportunities, and requires only newspaper publication for public bidding projects. This notification is totally insufficient to provide adequate notice to potential employees and bidders of the job and project opportunities in the City. The City will post current bidding and job opportunities on the City's website (www.tfid.org) so that this information is available to its citizens as well as those potential job applicants and project bidders, wherever they may be.

Section 8: The Idaho Open Meeting Law does not require that citizens have the opportunity to be notified automatically of legislative and administrative matters of the City, on a regular and ongoing basis. The City will provide, on its website at (www.tfid.org), the opportunity for citizens to subscribe to notifications, alerts, job openings, news, and meetings, so that the information is emailed or sent via text message directly to the subscriber on a regular basis.

Section 9: The City Council finds that the Idaho statutes relating to the conduct of the business of local government have fallen far behind the technology currently available to provide greater transparency and openness to the legislative and administrative process of local government. The City will endeavor to work with its legislative representatives, the Association of Idaho Cities, and other interested parties, to update those statutes affecting the conduct of local government, in order to provide greater transparency and openness to all citizens in this state.

PASSED BY THE CITY COUNCIL , 2013.

SIGNED BY THE MAYOR , 2013.

MAYOR

ATTEST:

DEPUTY CITY CLERK

Resolution proposed by Don Hall and Jim Munn on
November 25, 2013

NO ACTION TAKEN

RESOLUTION NO. _____

TRANSPARENCY IN CITY GOVERNMENT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, DECLARING A POLICY OF TRANSPARENCY AND OPENNESS IN CITY GOVERNMENT IN ORDER TO PROMOTE ACCOUNTABILITY, TO ENHANCE DISSEMINATION OF PUBLIC INFORMATION, AND TO ENCOURAGE CITIZEN PARTICIPATION IN CITY GOVERNMENT.

WHEREAS, The Twin Falls City Council finds that transparency in government promotes accountability and provides information to its citizens regarding the business of the City; and,

WHEREAS, The Twin Falls City Council finds that information regarding the activities of City government must be widely dispersed in order to encourage public engagement and to improve the quality of its decisions; and,

WHEREAS, The Twin Falls City Council finds that collaboration and communication between City government and its citizens is enhanced through the use of well-designed web technologies; and

WHEREAS, The policy consideration underlying the Idaho Open Meeting Law is to ensure transparency of the legislative and administrative process within state and local governments (Idaho Open Meeting Law Manual, p. 3); and,

WHEREAS, The Idaho Code sets forth only minimum requirements for all local governments in order to promote transparency and openness in government, including the Idaho Open Meeting Law, the Idaho Public Records Law, and other statutes; and,

WHEREAS, The Twin Falls City Council finds that the minimum requirements of the Idaho Open Meeting Law, the Idaho Public Records Law, and other statutes, are inadequate to provide the transparency and openness that it finds should be provided to its citizens in order to permit them to constructively engage with City government; and,

WHEREAS, The Twin Falls City Council intends, with this resolution, to establish a policy of additional government transparency and openness, over and above the minimum requirements of the Idaho Open Meeting Law, the Idaho Public Records Law, and other applicable statutes, to encourage and enhance information, participation and collaboration between City government and the citizens of the City of Twin Falls.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF TWIN FALLS, IDAHO:

Section 1: The City Council of the City of Twin Falls, and all commissions and committees created by statute, ordinance or other legislative act shall always comply with all requirements of the Idaho Open Meeting Law, the Public Records Law, and all other applicable statutes.

Section 2: The Idaho Open Meeting Law requires only physical posting of the notice and agenda for public meetings in a prominent place at the City's principal place of business. This notice is insufficient to provide full transparency to the citizens of the legislative and administrative processes of the City. The City will include a hyperlinked calendar showing Council and commission meetings as well as community events on the main page of its website (www.tfid.org), in order to provide not only more accessible notice of public meetings, but also hyperlinks to agendas and staff reports, in order to provide a much more useful and meaningful notification to its citizens regarding the City's business.

Section 3: The City Council acknowledges that, from time to time, ad hoc volunteer groups may form, without the authority of statute, ordinance, or other legislative act, and without authorization to make decisions or recommendations. The Idaho Supreme Court in *Safe Air for Everyone v. Idaho Dept. Agriculture*, 145 Idaho 164, 177 P.3d 378 (Idaho 2008), in interpreting the requirements of the Idaho Open Meeting Law, held that, where there is no statute, ordinance or other legislative act creating a subagency and granting the authority to make decisions for or recommendations to a public agency regarding a matter, the Idaho Open Meeting Law requirements are inapplicable. The ad hoc volunteer committees referred to at the beginning of this section are not "subagencies" under the Idaho Open Meeting Law and cannot be subject to the requirements of the Idaho Open Meeting Law.

In order to provide more transparency in City government, no Council member will serve with any other Council member on any committee or commission related to the City's business and with authority to make recommendations to the Council, unless that committee or commission is created by a vote of the City Council. All such committees and commissions shall always comply with all requirements of the Idaho Open Meeting Law, as well as the other provisions of this Resolution.

Section 4: The Idaho Open Meeting Law requires only the keeping of summary minutes of the City Council and commission meetings. This information is insufficient to provide full transparency and openness to the citizens of the legislative and administrative process of the City. The City will stream and video record all Council and commission meetings (excepting Council executive sessions, Airport Advisory Commission meetings, which meets at the Airport, and the Youth Council), with hyperlinks to agendas and staff reports for the next upcoming meetings, as well as agendas, staff reports and minutes of past meetings, on the City's website (www.tfid.org). This will provide real time as well as recorded access to public meetings by those citizens who are unable to attend in person, or who would prefer to view the meeting at a later time.

Section 5: The Idaho Public Records Law requires only that the City make public records available for inspection and copying at the location of the custodian of those public records. This access to public records is insufficient to provide full transparency and openness to the citizens of the legislative and administrative process of the City. The City will provide access to the annual budget, monthly financial reports, accounts payable, financial dashboard, the Comprehensive Plan and Future Land Use Map, the Transportation Plan, the Water Plan, the Strategic Plan, the Twin Falls City Code, the Zoning Map, the Subdivision Map, the Pressure Irrigation Map, the Garbage Pickup and Recycling Map, the Flood Plain Map, and such other documents as the Council or City Manager deems important for public dissemination, on the City's website (www.tfid.org).

Section 6: The Idaho statutes have no requirements for contact information for public officials. This access is insufficient to provide full transparency to the citizens of the legislative and administrative process of the City. The City will provide hyperlinked email addresses for all City Council members, the City Manager, and all City departments, as well as mailing addresses, telephone numbers, fax numbers, on the City's website (www.tfid.org).

Section 7: The Idaho Statutes have no requirement for the posting of information on job opportunities, and requires only newspaper publication for public bidding projects. This notification is totally insufficient to provide adequate notice to potential employees and bidders of the job and project opportunities in the City. The City will post current bidding and job opportunities on the City's website (www.tfid.org) so that this information is available to its citizens as well as those potential job applicants and project bidders, wherever they may be.

Section 8: The Idaho Open Meeting Law does not require that citizens have the opportunity to be notified automatically of legislative and administrative matters of the City, on a regular and ongoing basis. The City will provide, on its website at (www.tfid.org), the opportunity for citizens to subscribe to notifications, alerts, job openings, news, and meetings, so that the information is emailed or sent via text message directly to the subscriber on a regular basis.

Section 9: The City Council finds that the Idaho statutes relating to the conduct of the business of local government have fallen far behind the technology currently available to provide greater transparency and openness to the legislative and administrative process of local government. The City will endeavor to work with its legislative representatives, the Association of Idaho Cities, and other interested parties, to update those statutes affecting the conduct of local government, in order to provide greater transparency and openness to all citizens in this state.

PASSED BY THE CITY COUNCIL , 2013.

SIGNED BY THE MAYOR , 2013.

MAYOR

ATTEST:

DEPUTY CITY CLERK

Resolution proposed by Rebecca Mills Sojka on
November 12, 2013

FAILED

RESOLUTION NO. 1909 (FAILED)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, REQUIRING MEETINGS OF COMMITTEES, SUBCOMMITTEES, AND WORK GROUPS OF THE CITY TO PUBLICLY NOTICE AND POST THEIR MEETINGS, KEEP MINUTES, AND OPEN SUCH MEETINGS TO THE PUBLIC EXCEPT AS OTHERWISE PROVIDED IN THE IDAHO OPEN MEETING LAW.

WHEREAS, Idaho Code §§ 67-2340 states that “the legislature finds and declares that it is the policy of this state that the formation of public policy is public business and shall not be conducted in secret;” and,

WHEREAS, the Open Meeting Law defines “meeting” to mean “the convening of a governing body of a public agency to make a decision or to deliberate toward a decision on any matter,” (§ 67-2341(6)) and defines “governing body” to include “the members of any public agency which consists of two (2) or more members, with the authority to make decisions for or recommendations to a public agency regarding any matter” (§ 67-2341(5)); and,

WHEREAS, Idaho Code §§ 67-2341(2) defines the term “deliberation” as the “receipt or exchange of information or opinion relating to a decision;” and,

WHEREAS, advisory committees and work groups, whether created by a legislative act of the city council or created solely by the Mayor, receive information and opinions, may deliberate toward a decision and make recommendations to the Twin Falls City Council regarding public business and the creation of public policy; and,

WHEREAS, The Office of the Attorney General Idaho Open Meeting Law Manual quotes the California Court of Appeals decision in Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, 69 Cal. Rptr. 480, 485 (Cal. Ct. App. 1968): “It [California’s open meeting law] declares the law’s intent that deliberation as well as action occur openly and publicly. Recognition of deliberation and action as dual components of the collective decision-making process brings awareness that the meeting concept cannot be split off and confined to one component only, but rather comprehends both and either;” and,

WHEREAS, The Office of the Attorney General Idaho Open Meeting Law Manual quotes a similar decision by the Florida Supreme Court in City of Miami v. Berns, 245 So.2d 38 (Fla. 1971): “[i]t is the law’s intent that any meetings, relating to any matter on which foreseeable action will be taken, occur openly and publicly;” and,

WHEREAS, The Idaho Attorney General has found that “[t]he same considerations must be applied with respect to the Idaho Open Meeting Law;” and,

WHEREAS, the Idaho Attorney General advises: “The requirement that the Open Meeting Law

be complied with whenever a quorum of a governing body meets to deliberate or to make a decision should not be evaded by holding smaller meetings with less than a quorum present;" and,

WHEREAS, administrative committees, boards, or commissions that merely carry out the formation of public policy that has already been established by a governing body are exempt from Open Meeting Law; and,

WHEREAS, specific statutory exemptions exist for matters necessitating closed meetings, providing executive sessions for deliberation of qualifying subject matter (Idaho Code § 67-2341(1)); and,

WHEREAS, the Twin Falls City Council wishes to uphold the intent of Idaho's Open Meeting Law and wishes to insure that Twin Falls City government remains open to the citizens it serves.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF
THE CITY OF TWIN FALLS, IDAHO:

That henceforth, all committees, sub-committees, and work groups of the Twin Falls City Council or any of its commissions or committees, whether created by action of the city council or any of its commissions, or by appointment of the Mayor or chairman of any city commission or committee, shall publicly notice and post their meetings in advance, keep written minutes of the meetings, and open such meetings to the public, except as otherwise provided in the Idaho Open Meeting Law.

PASSED BY THE CITY COUNCIL
SIGNED BY THE MAYOR

, 2013.
, 2013.

MAYOR

ATTEST:

DEPUTY CITY CLERK