

Resolution establishing standards for all City of La Crosse Councils, Commissions, Boards, and Committees to ensure government transparency and public access through electronic posting of documents of record.

## RESOLUTION

WHEREAS representative government is best provided when documents of record are readily available to the public in a timely manner and by a reasonably convenient and common means, and

WHEREAS the City determined that a Legislative Information System (Legistar) was the most efficient and effective software program by which to share documents with the public, employees and elected or appointed officials, and

WHEREAS the City invested considerable time and resources for the purchase and implementation of Legistar, which was launched in 2013, and

NOW, THEREFORE BE IT RESOLVED, that all City of La Crosse Council, Commissions, Boards and Committees are hereby required to electronically post, through the Legislative Information System, all meeting agendas and minutes including all relevant documents, and

BE IT FURTHER RESOLVED that each agenda item will have a unique number that provides the electronic link to all attached documents, and

BE IT FURTHER RESOLVED that these documents will include a title, date and the agenda item number in the upper right-hand corner for ease of reference and shall be posted no less than twenty-four (24) hours prior to the time of the respective meeting, and

BE IT FURTHER RESOLVED that attached documents shall remain in original form and any amendments thereafter must be attached and posted as a new document clearly defined as an amended version and dated accordingly and denoting changes by underlining additions and striking through deletions, and

BE IT FURTHER RSOLVED that this policy must be fully implemented no later than August 1, 2017, and

BE IT FURTHER RESOLVED that ongoing compliance with this resolution shall be the responsibility of the Mayor or his/her designee.