# City of Twin Falls Public Records Request

## Requestor Information

Please list your information here. Include your request details in the space provided below.

**Requestor First Name** * [redacted] **Requestor Last Name** *

**Requestor Address 1** * [redacted]

**Requestor Address 2**

**Requestor City** * [redacted] **Requestor State** * [redacted] **Requestor ZIP Code** * [redacted]

**Requestor Phone Number** * [redacted] **Requestor E-mail** * [redacted]

**Type of Request** *

(•) Personal ( ) Commercial ( ) Legal

**Request Details** *

If you are requesting multiple records, please attach your list below. If you do not have a case/event/citation number, please include enough information to identify the records you want. If your request is for multiple items, it may be subject to fees for preparation. We have records for the Twin Falls Police Department (city, not county) only.

# Public Records Request – Exceptions for City Management / ELT

**Subject:** *Exceptions to Employee Handbook – City Management / Executive Leadership*

Please accept this as a formal request for public records. I am requesting **any and all records** that document, describe, authorize, reference, or imply **exceptions, deviations, exemptions, special rules, or alternative procedures** applicable to **City Management, Executive Leadership Team (ELT) members, Deputy City Managers, the City Manager, or any other upper-tier administrative staff**, with respect to the City of Twin Falls Employee Handbook.

This request includes **all years**, **all versions of the handbook**, and **all forms of documentation**, including but not limited to:

## 1. Exceptions to PTO, Vacation, and Leave Policies

Any records showing exceptions, special permissions, or alternative rules for:

- Vacation accrual
- Vacation sell-back limits
- PTO sell-back limits
- "Use-it-or-lose-it" exception approvals

Requester names and personal contact details redacted by Oversight Archive.

- Bonus PTO awards
- Administrative leave
- Medical leave, FMLA-related leave, or any non-standard leave categories
- Any leave or PTO benefit not available to general employees

This includes:

- Council-approved exceptions
- HR-approved exceptions
- City Manager-approved exceptions
- Any informal or undocumented practices
- Any email or memo authorizing exceptions
- Any payroll system notes or overrides
- Any special accrual rates or sellback allowances

# 2. Exceptions to Any Other Employee Handbook Rules

I am requesting **all exceptions**, not limited to leave/PTO. This includes any documented or informal deviations from handbook rules for City Management or ELT, including:

- Work hours / flex scheduling
- Remote work privileges
- Travel policies
- Reimbursement policies
- Discipline procedures
- Performance review processes
- Bonus eligibility
- Stipends, supplemental pay, or special compensation not listed in the handbook
- Any benefit, perk, or allowance not available to general employees
- Any rule they are not required to follow that general employees must follow

# 3. Any Documents That Create, Authorize, or Reference These Exceptions

This includes:

- Contracts
- Addendums
- Council resolutions
- HR memos
- Internal emails
- Policy interpretations

- Administrative directives
- Payroll system configuration documents
- Notes or comments in payroll or HRIS systems
- Any communication between HR, City Manager, Deputy City Managers, Finance, or Council regarding exceptions

# 4. Any Records Showing That No Exceptions Exist

If no exceptions exist, please provide:

- A written statement confirming that no exceptions are documented
- Any records showing that City Management and ELT are bound by the same rules as general employees
- Any records showing denials of exception requests

# 5. Scope Clarification

This request applies to:

- Travis Rothweiler
- Gretchen Scott
- Mitch Humble
- All ELT members
- Any other upper-tier administrative staff
- Any person classified as “City Management” or equivalent

**Attach Files to Your Request**

If you have documentation that you wish to provide for this request, attach the files here.

**Signature** *

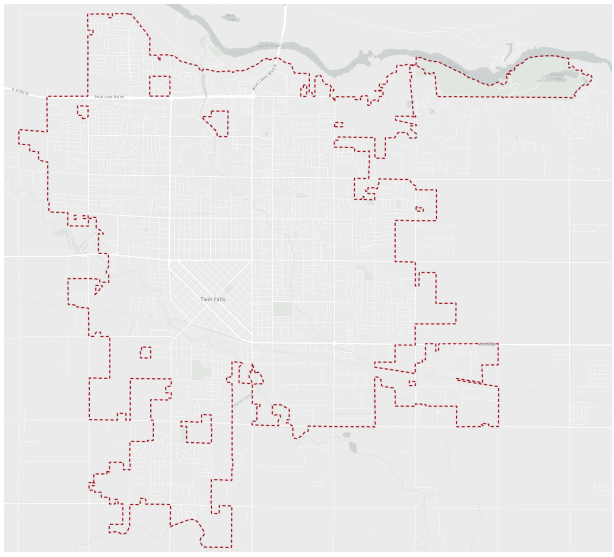
[redacted]

The City of Twin Falls will respond to this request within three (3) business days. Or up to 10 business days upon notification of the requesting party.

The City of Twin Falls maintains records for the City of Twin Falls, Idaho. For records including in Twin Falls County please contact Twin Falls County at www.twinfallscounty.org

Requested records will be provided electronically.

We do not provide your information to mailing lists. It will only be used to fulfill this request.



| | |
|---|---|
| **From** | msrelay@tfid.org |
| **To** | [redacted] |
| **Date** | Wednesday, October 07, 2026 10:01 PM MT |
| **Subject** | Copy of Form Public Records Requests |
| **Attachments** | City of Twin Falls Public Records Request.pdf |
| **Filed under** | #4953 |
| **Source file SHA-256** | 95e80cba55458064caa4f83e8c4f02d046d87edcf92c14236aacc53b41ceff3f |

# Your records request has been received.

You're receiving this email because someone requested that you get a copy of this form.

⚠️ **This message is sent from an account that is NOT MONITORED.**
**Do not reply to this message — it will not be read.**

Requester names and personal contact details redacted by Oversight Archive.

| | |
|---|---|
| **From** | No Reply <noreply@tfid.org> |
| **To** | [redacted] |
| **Date** | Thursday, October 08, 2026 11:44 AM MT |
| **Subject** | City of Twin Falls Records Request Extension Notice for Request #4953 |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 01ea37a94c512b2ed883b7bb38246e4108e6bc0d412f090082155e1ec19f088e |

Your request to examine public records was received on 10/7/2026 10:01:31 PM. The City will be unable to process the request within statutory three (3) working days and a longer period of time will be necessary to locate, retrieve, and review the records. This letter is to provide notice for an extension of ten (10) working days from the date of your original request under Idaho Code 74-103(2). Your patience in this matter is appreciated and we will contact you when these records are available for release. Thank you, and we look forward to processing your request.

⚠️ **This message is sent from an account that is NOT MONITORED.**
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Requester names and personal contact details redacted by Oversight Archive.

| | |
|---|---|
| **From** | msrelay@tfid.org |
| **To** | [redacted] |
| **Date** | Thursday, October 08, 2026 11:44 AM MT |
| **Subject** | Your Public Records Request #4953 is being processed. |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 41c37c4e3a364b4a27caeb959af9ad49b11acdcf71cc2626b09af1c4c5499151 |

Your Public Records Request #4953 is being processed and materials are being gathered. You will be updated as the status changes.

⚠️ **This message is sent from an account that is NOT MONITORED.**
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| | |
|---|---|
| **From** | No Reply <noreply@tfid.org> |
| **To** | [redacted] |
| **Date** | Tuesday, October 20, 2026 04:29 PM MT |
| **Subject** | Public Records Request #4953 is under final review. |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 0cbc7f3986e2d66fac1c6038a521e9b7570a3df676cc133df990fa2e0b7ec740 |

Public Records Request #4953 is undergoing final review before the information is released. You will be notified upon its completion.

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| | |
|---|---|
| **From** | No Reply <noreply@tfid.org> |
| **To** | [redacted] |
| **Date** | Tuesday, October 20, 2026 04:47 PM MT |
| **Subject** | Results of your Public Records Request #4953 |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 663cfce38bcadbb2c237bec306908789c4e44e3e14ddff96d00940ff282e3e77 |

Fulfilled Request
Per your records request, filed on 10/07/2026

Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the data.

https://lfws.tfid.org/PublicDelivery/Browse.aspx?dbid=0&startid=30319

This request is now concluded.
NOTICE: PURSUANT TO IDAHO CODE § 74-115 YOU HAVE 180 DAYS TO APPEAL THIS DECISION BY FILING A PETITION IN STATE DISTRICT COURT IN THE COUNTY WHERE ALL OR PART OF THE RECORDS ARE LOCATED

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# City of Twin Falls Public Records Request

**Request Number**

**Date Time of Request** *
10/07/2026 22:01:31

**Requestor's First Name** * [redacted]

**Requestor's Last Name** *

**Type of Request**

(●) Personal ( ) Commercial ( ) Legal

**Original Request Details** *

# Public Records Request – Exceptions for City Management / ELT

**Subject:** *Exceptions to Employee Handbook – City Management / Executive Leadership*

Please accept this as a formal request for public records. I am requesting **any and all records** that document, describe, authorize, reference, or imply **exceptions, deviations, exemptions, special rules, or alternative procedures** applicable to **City Management, Executive Leadership Team (ELT) members, Deputy City Managers, the City Manager, or any other upper-tier administrative staff**, with respect to the City of Twin Falls Employee Handbook.

This request includes **all years**, **all versions of the handbook**, and **all forms of documentation**, including but not limited to:

## 1. Exceptions to PTO, Vacation, and Leave Policies

Any records showing exceptions, special permissions, or alternative rules for:

- Vacation accrual
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- PTO sell-back limits
- "Use-it-or-lose-it" exception approvals
- Bonus PTO awards
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- Medical leave, FMLA-related leave, or any non-standard leave categories
- Any leave or PTO benefit not available to general employees

This includes:

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- City Manager-approved exceptions
- Any informal or undocumented practices

Requester names and personal contact details redacted by Oversight Archive.

- Any email or memo authorizing exceptions
- Any payroll system notes or overrides
- Any special accrual rates or sellback allowances

# 2. Exceptions to Any Other Employee Handbook Rules

I am requesting **all exceptions**, not limited to leave/PTO. This includes any documented or informal deviations from handbook rules for City Management or ELT, including:

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- Travel policies
- Reimbursement policies
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- Performance review processes
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# 5. Scope Clarification

This request applies to:

- Travis Rothweiler
- Gretchen Scott
- Mitch Humble
- All ELT members
- Any other upper-tier administrative staff
- Any person classified as “City Management” or equivalent

☐ Make adjustments to the requested information.

**Attach Files to Your Request**

If you have documentation that you wish to provide for this request, attach the files here.

**Departments Involved** *

| | |
|---|---|
| ☐ Police Department | ☐ Fire Department |
| ☐ Planning and Zoning | ☐ Building Safety |
| ☐ Engineering | ☐ Public Works |
| ☐ Airport | ☐ Information Technology |
| ☐ Parks and Recreation | ☑ HR |

**Signature** *



The City of Twin Falls will respond to this request within three (3) business days. Or up to 10 business days upon notification of the requesting party.

The City of Twin Falls maintains records for the City of Twin Falls, Idaho. For records including in Twin Falls County please contact Twin Falls County at www.twinfallscounty.org

Requested records will be provided electronically.

We do not provide your information to mailing lists. It will only be used to fulfill this request.

Requester names and personal contact details redacted by Oversight Archive.

| | |
|---|---|
| **From** | [redacted] |
| **To** | "bcastleton@tfid.org" <bcastleton@tfid.org>, "nswafford@tfid.org" <nswafford@tfid.org>, "lwells@tfid.org" <lwells@tfid.org> |
| **Date** | Tuesday, October 20, 2026 11:30 PM MT |
| **Subject** | Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | Initial Request - [redacted] |
| **Filed under** | #4953 |
| **Source file SHA-256** | 505d3778f2246c536d67b1d7affce813b740332d899e6f217348401bc77da023 |

Dear City Attorney's Office,

I received the response to my public records request submitted on October 7, 2026, and I wanted to follow up for clarification. The notice referenced Idaho Code § 74-102(4) and stated that the City is not in possession of a report or record of that nature.

I'm hoping you can help me understand what part of § 74-102(4) applies here. My intention was simply to request any existing records documenting exceptions or deviations from the employee handbook for City Management or Executive Leadership. If the way I phrased the request was too broad or not specific enough to identify the records you need to search for, I'm happy to adjust it.

Could you please clarify whether:

1. The reference to § 74-102(4) means the City determined the request needs to be narrowed; or
2. It means the City concluded that no responsive records exist?

Once I understand how the statute applies, I can refine the request accordingly.

Thank you for your time and assistance.

Sincerely,
[redacted]

------- Forwarded Message -------
From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953
To: [redacted]

Fulfilled Request
Per your records request, filed on 10/07/2026

Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the data.

https://lfws.tfid.org/PublicDelivery/Browse.aspx?dbid=0&startid=30319

This request is now concluded.
NOTICE: PURSUANT TO IDAHO CODE § 74-115 YOU HAVE 180 DAYS TO APPEAL THIS DECISION BY FILING A PETITION IN STATE DISTRICT COURT IN THE COUNTY WHERE ALL OR PART OF THE RECORDS ARE LOCATED

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Requester names and personal contact details redacted by Oversight Archive.

**Do not reply to this message — it will not be read.**

| | |
|---|---|
| **From** | Nicole Swafford <nswafford@tfid.org> |
| **To** | [redacted] |
| **Date** | Tuesday, October 20, 2026 11:31 PM MT |
| **Subject** | Automatic reply: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 98a20a85f562d882d32c6a97371d539c03db960006dc585c176529c6f0984b79 |

I will be traversing the mountains with limited service beginning October 15 and will return October 30. If you require immediate assistance please contact my office at 208-735-7374.

I appreciate your understanding and will get back to you as soon as possible upon my return.

-NS-

Requester names and personal contact details redacted by Oversight Archive.

| | |
|---|---|
| **From** | Bruce Castleton <bcastleton@tfid.org> |
| **To** | [redacted] Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Wednesday, October 21, 2026 05:24 PM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 7e3873de10e03c2655fe067a8e40688914baad5402ba682b2b10f7df489e4635 |

[redacted]

The reference to Idaho Code Section 74-102(4) refers the statutory requirement upon the requestor to provide “the requester’s name, mailing address, email address, [and] telephone number….” The City has a reasonable basis to believe you have not complied with this requirement, and thus has not processed your request.

Thanks,
Bruce

**From:** [redacted]
**Sent:** Tuesday, October 20, 2026 11:31 PM
**To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
**Subject:** Clarification Regarding Reference to Idaho Code § 74-102(4)

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**If the sender appears to be from tfid.org, do not trust the email.**

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Sincerely,[redacted]

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From: No Reply <noreply@tfid.org>

Requester names and personal contact details redacted by Oversight Archive.

Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953
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# City of Twin Falls Public Records Request

## Requestor Information

Please list your information here. Include your request details in the space provided below.

**Requestor First Name** * [redacted] **Requestor Last Name** *

**Requestor Address 1** * [redacted]

**Requestor Address 2**

**Requestor City** * [redacted] **Requestor State** * [redacted] **Requestor ZIP Code** * [redacted]

**Requestor Phone Number** * [redacted] **Requestor E-mail** * [redacted]

**Type of Request** *

(•) Personal ( ) Commercial ( ) Legal

**Request Details** *

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**Attach Files to Your Request**

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**Signature** *

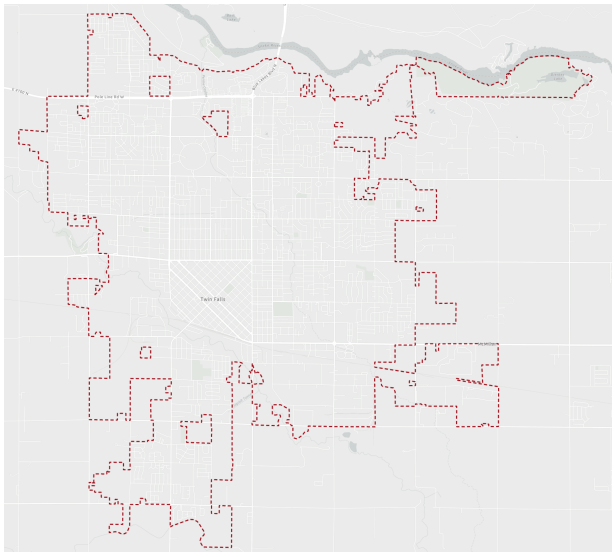
[redacted]

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| | |
|---|---|
| **From** | [redacted] |
| **To** | Bruce Castleton <bcastleton@tfid.org> |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Thursday, October 22, 2026 03:47 AM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | City of Twin Falls Public Records Request.pdf |
| **Filed under** | #4953 |
| **Source file SHA-256** | a177cba9392262e426ad1421fc177826c31f4f138831c5709a15bc402c5488c3 |

Bruce,

Thank you for your reply.

I'm a bit confused by the reference to Idaho Code § 74-102(4). The statute requires the requester to provide a name, mailing address, email address, and telephone number. All of those items were included when the request was submitted through the City's online form.

For clarity, I'm attaching my initial request.

Since the form requires each of the fields listed in § 74-102(4) to be completed before submission, I'm not sure which specific element you believe was missing or non-compliant. Could you please clarify which of the four required items the City believes was not provided?

Once I understand what part of § 74-102(4) you believe was not met, I can correct whatever issue you're referring to.

Thank you,
[redacted]

On Wednesday, October 21st, 2026 at 17:24, Bruce Castleton <bcastleton@tfid.org> wrote:

[redacted]

> The reference to Idaho Code Section 74-102(4) refers the statutory requirement upon the requestor to provide "the requester's name, mailing address, email address, [and] telephone number…." The City has a reasonable basis to believe you have not complied with this requirement, and thus has not processed your request.
>
> Thanks,
> Bruce
>
> ---
>
> **From:** [redacted]
> **Sent:** Tuesday, October 20, 2026 11:31 PM
> **To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
> **Subject:** Clarification Regarding Reference to Idaho Code § 74-102(4)

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Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953
To: [redacted]

> Fulfilled Request
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>
> Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the data.
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> https://lfws.tfid.org/PublicDelivery/Browse.aspx?dbid=0&startid=30319
>
> This request is now concluded.
> NOTICE: PURSUANT TO IDAHO CODE § 74-115 YOU HAVE 180 DAYS TO APPEAL THIS DECISION BY FILING A PETITION IN STATE

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DISTRICT COURT IN THE COUNTY WHERE ALL OR PART OF THE RECORDS ARE LOCATED

⚠️ **This message is sent from an account that is NOT MONITORED.**
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| | |
|---|---|
| **From** | Bruce Castleton <bcastleton@tfid.org> |
| **To** | [redacted] |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Thursday, October 22, 2026 02:55 PM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 0ebc0c74614fc618591dca8b7924de4649489c44a5638d3ae3b6880ef9cb6eb9 |

[redacted]

My reference to Idaho Code Section 74-102(4) refers to the fact that the City does not believe you have provided your actual name, address, or phone number with your public records request.

Bruce

**From:** [redacted]
**Sent:** Thursday, October 22, 2026 3:47 AM
**To:** Bruce Castleton <bcastleton@tfid.org>
**Cc:** Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
**Subject:** RE: Clarification Regarding Reference to Idaho Code § 74-102(4)

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Since the form requires each of the fields listed in § 74-102(4) to be completed before submission, I'm not sure which specific element you believe was missing or non-compliant. Could you please clarify which of the four required items the City believes was not provided?

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Thank you, [redacted]

On Wednesday, October 21st, 2026 at 17:24, Bruce Castleton <bcastleton@tfid.org> wrote:

[redacted]

Requester names and personal contact details redacted by Oversight Archive.

The reference to Idaho Code Section 74-102(4) refers the statutory requirement upon the requestor to provide “the requester’s name, mailing address, email address, [and] telephone number….” The City has a reasonable basis to believe you have not complied with this requirement, and thus has not processed your request.

Thanks,
Bruce

---

**From:** [redacted]
**Sent:** Tuesday, October 20, 2026 11:31 PM
**To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
**Subject:** Clarification Regarding Reference to Idaho Code § 74-102(4)

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1. The reference to § 74-102(4) means the City determined the request needs to be narrowed; or
2. It means the City concluded that no responsive records exist?

Once I understand how the statute applies, I can refine the request accordingly.

Thank you for your time and assistance.

Sincerely, [redacted]

------- Forwarded Message -------
From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953
To: [redacted]

Requester names and personal contact details redacted by Oversight Archive.

Fulfilled Request
Per your records request, filed on 10/07/2026

Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the data.

https://lfws.tfid.org/PublicDelivery/Browse.aspx?dbid=0&startid=30319

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NOTICE: PURSUANT TO IDAHO CODE § 74-115 YOU HAVE 180 DAYS TO APPEAL THIS DECISION BY FILING A PETITION IN STATE DISTRICT COURT IN THE COUNTY WHERE ALL OR PART OF THE RECORDS ARE LOCATED

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| | |
|---|---|
| **From** | [redacted] |
| **To** | Bruce Castleton <bcastleton@tfid.org> |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Friday, October 23, 2026 09:52 AM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 9840fddfefc342cc3860e92844752ca0c7a8ad5bb703a240a05acb9527a0557f |

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**Sent:** Tuesday, October 20, 2026 11:31 PM
**To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
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From: No Reply <noreply@tfid.org>
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Subject: Results of your Public Records Request #4953
[redacted]

Fulfilled Request
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| | |
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| **From** | Bruce Castleton <bcastleton@tfid.org> |
| **To** | [redacted] |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Friday, October 23, 2026 10:56 AM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | d05e0e1f2b02004f97db74806ad125329a444b0369962591e563af3c8ade5d44 |

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**Sent:** Thursday, October 22, 2026 3:47 AM

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**To:** Bruce Castleton <bcastleton@tfid.org>
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>
> Thanks,
> Bruce
>
> ---
>
> **From:** [redacted]
> **Sent:** Tuesday, October 20, 2026 11:31 PM
> **To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
> **Subject:** Clarification Regarding Reference to Idaho Code § 74-102(4)

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------- Forwarded Message -------
From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953
To: [redacted]

> Fulfilled Request
> Per your records request, filed on 10/07/2026
>
> Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the

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data.

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| | |
|---|---|
| **From** | [redacted] |
| **To** | Bruce Castleton <bcastleton@tfid.org> |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Friday, October 23, 2026 03:21 PM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 9a830620744cad863e615973958d5d5dce2fe5af91bc66420387a4a42da441e5 |

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Thanks for the clarification. I'm honestly trying to understand what I may have done wrong here. I used the City's online form and filled out every field it required, so I thought that was the normal way to submit a public records request. If there's some additional step or registration process I'm supposed to follow, I wasn't aware of it.

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**From:** [redacted]
**Sent:** Friday, October 23, 2026 9:52 AM
**To:** Bruce Castleton <bcastleton@tfid.org>
**Cc:** Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
**Subject:** RE: Clarification Regarding Reference to Idaho Code § 74-102(4)

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> **From:** [redacted]
> **Sent:** Tuesday, October 20, 2026 11:31 PM
> **To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
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Date: On Tuesday, October 20th, 2026 at 16:47
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[redacted]

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| **From** | [redacted] |
| **To** | Bruce Castleton <bcastleton@tfid.org> |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Wednesday, October 28, 2026 02:39 PM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 004df89ec32ae170adefad36d25adc047adf1e4ba39cf2fe71f373991dbd64b0 |

Can you please let me know what I must do to get the public information that I've requested?

On Friday, October 23rd, 2026 at 15:21, [redacted] wrote:

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>
> Thanks for the clarification. I'm honestly trying to understand what I may have done wrong here. I used the City's online form and filled out every field it required, so I thought that was the normal way to submit a public records request. If there's some additional step or registration process I'm supposed to follow, I wasn't aware of it.
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On Wednesday, October 21st, 2026 at 17:24, Bruce Castleton <bcastleton@tfid.org> wrote:

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>
> Thanks,
> Bruce

Requester names and personal contact details redacted by Oversight Archive.

**From:** [redacted]

**Sent:** Tuesday, October 20, 2026 11:31 PM
**To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
**Subject:** Clarification Regarding Reference to Idaho Code § 74-102(4)

⚠️ **Caution: EXTERNAL SENDER – Be cautious opening any links or attachments from unknown or unexpected senders.**
**If the sender appears to be from tfid.org, do not trust the email.**

Dear City Attorney's Office,

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Thank you for your time and assistance.

Sincerely,
[redacted]

------- Forwarded Message -------
From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953

Requester names and personal contact details redacted by Oversight Archive.

To: [redacted]

Fulfilled Request
Per your records request, filed on 10/07/2026

Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the data.

https://lfws.tfid.org/PublicDelivery/Browse.aspx?dbid=0&startid=30319

This request is now concluded. NOTICE: PURSUANT TO IDAHO CODE § 74-115

Requester names and personal contact details redacted by Oversight Archive.

YOU
HAVE
180
DAYS
TO
APPEAL
THIS
DECISION
BY
FILING A
PETITION
IN
STATE
DISTRICT
COURT
IN THE
COUNTY
WHERE
ALL OR
PART OF
THE
RECORDS
ARE
LOCATED

⚠️
**This message is sent from an account that is <u>NOT MONITORED</u>. Do not reply to this message — it will not be read.**

| | |
|---|---|
| **From** | Bruce Castleton <bcastleton@tfid.org> |
| **To** | [redacted] |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Wednesday, October 28, 2026 04:56 PM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | 7542fdcbf1c00bd161385b3e583317b1207871fb648caa68a45d9a8a9c285553 |

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**From:** [redacted]
**Sent:** Wednesday, October 28, 2026 2:39 PM
**To:** Bruce Castleton <bcastleton@tfid.org>
**Cc:** Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
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**Sent:** Tuesday, October 20, 2026 11:31 PM
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From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public

Requester names and personal contact details redacted by Oversight Archive.

Records Request #4953
To: [redacted]ail.com [redacted]mail.com>

Fulfilled Request
Per your records request, filed on 10/07/2026

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dbid=0&startid=30319

This request is now concluded. NOTICE: PURSUANT TO IDAHO CODE § 74-115 YOU HAVE 180 DAYS TO APPEAL THIS DECISION BY FILING A PETITION IN STATE DISTRICT COURT IN THE COUNTY WHERE ALL OR PART OF THE RECORDS ARE LOCATED

⚠ **This message is sent**

**from an account that is NOT MONITORED. Do not reply to this message — it will not be read.**

| | |
|---|---|
| **From** | [redacted] |
| **To** | Bruce Castleton <bcastleton@tfid.org> |
| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Thursday, October 29, 2026 05:51 AM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | ba30613e5126d89177838e3c9d87bd3c5ce64f59c1a9b7956c9ce8b39cfff788 |

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**Sent:** Wednesday, October 28, 2026 2:39 PM
**To:** Bruce Castleton <bcastleton@tfid.org>
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Bruce

**From:** [redacted]
**Sent:** Tuesday, October 20, 2026 11:31 PM
**To:** Bruce Castleton <bcastleton@tfid.org>; Nicole Swafford <nswafford@tfid.org>; Linda Wells <lwells@tfid.org>
**Subject:** Clarification Regarding Reference to Idaho Code § 74-102(4)

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refine the request accordingly.

Thank you for your time and assistance.

Sincerely,
[redacted]

---

Forwarded Message

---

From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records Request #4953
To: [redacted]

Requester names and personal contact details redacted by Oversight Archive.

Fulfilled Request Per your records request, filed on 10/07/2026

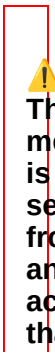
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https.

//lfws.tfid.org/PublicDeliverry/Browse.aspx?dbid=0&startid=

3
0
3
1
9

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| **Cc** | Nicole Swafford <nswafford@tfid.org>, Linda Wells <lwells@tfid.org> |
| **Date** | Wednesday, November 04, 2026 09:39 AM MT |
| **Subject** | RE: Clarification Regarding Reference to Idaho Code § 74-102(4) |
| **Attachments** | none |
| **Filed under** | #4953 |
| **Source file SHA-256** | ccc3f9f51445834c6a39b48dbb5355642b76ae0c5918c45c6751ce0d6a67212a |

Sir and Madams,

Can I please get a response to this so I may get the records I'm seeking? This is all in response to a public records request. I thought getting public records would be easier than this.

On Thursday, October 29th, 2026 at 05:51, [redacted] wrote:

> OK, you're telling me that if I provide some kind of proof of ID that you'll provide the public records? How do you normally accept proof of identity from people requesting public records? Do I just email you a copy of an ID or do you have an online form that people register with your city in order to get records?
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Could you please clarify whether:

1. The reference to § 74-102(4) means the City determined the request needs to be narrowed; or
2. It means the City concluded that no responsive records exist?

Once I

understand how the statute applies, I can refine the request accordingly.

Thank you for your time and assistance.

Sincerely,
[redacted]

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Forwarded Message

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From: No Reply <noreply@tfid.org>
Date: On Tuesday, October 20th, 2026 at 16:47
Subject: Results of your Public Records

Requester names and personal contact details redacted by Oversight Archive.

Request #4953
To: [redacted]

Fulfilled Request
Per your records request, filed on 10/07/2026

Attached please find the records held by the City of Twin Falls in response to your request. This link is expires in 30 days. During that time you may use this link to review and/or download a copy of the data.

Requester names and personal contact details redacted by Oversight Archive.

https://lfws.tfid.org/PublicDeliverybrowse.aspx?dbid=0&st

artid=303199

This request is now concluded. NOTICE: PURSUANT TO IDAHO CODE § 74-115 YOU HAVE 180 DAYS TO APPEAL THIS DECISION BY FILING A PETITION IN STATE DISTRICT COURT IN THE COUNTY WHERE ALL OR PART OF THE RECORDS ARE LOCATED



**This message**

**is sent from an account that is NOT MONITORED. Do not reply to this message — it will not be read.**