



Rules & Public Policy Committee

Chair: Anneliese Clear (AC) | **Vice Chair:** LaTonya Chichester (LC)

Members: Kathy Cureton (KC), Mary Jo Zorb (MJZ)

Agenda

Regular Meeting: Monday, February 9, 2026, 6:00 pm

1. Attendance / Confirm Quorum
2. Confirm Agenda
3. Approve Previous Meeting Minutes: January 12, 2026
4. Public Comment
5. Priority 1: Referrals to Committee (per C. R. 10.6):
 - a. (Administration) REVIEW “Request for Expenditure Policy” and “Municipal Volunteer PO Policy” (from 10/9/25). (See handouts.)
 - b. (AC) NEW C. R. “Council Expenditures Policy” is needed (from 1/12/26)
 - c. (Clerk) REVIEW Procedure for Onboarding New Council Members (from 1/12/26). (See handout).
 - d. (Council) AMEND C. R. 7.3 / Roll Call – Currently, no policy for handling tardy arrivals.
 - e. Committee Relieved from Further Consideration (per C. R. 10.7):
 - i. None.
6. Priority 2: Current & Proposed Legislation / Rules / Policies Under Review:
 - a. (All) AMEND C. R. 10.4 / committee meeting schedule as follows (pending other committees’ approvals):
 - i. 2nd Monday: 6:00 PM – Rules & Public Policy
 - ii. 2nd Monday: 7:00 PM – Public Safety
 - iii. 4th Monday: 6:00 PM – City, Community Development & Recreation
 - iv. 4th Monday: 7:00 PM – Budget & Finance



- b. (Administration) Walter Drane/Iron Mtn: Offsite Public Records Storage (from 11/10/25)
 - i. NOTE 1: Our current offsite records storage contract expires in May 2026.
 - ii. NOTE 2: The city has a document retention policy, but it is unclear whether an official policy exists specifically governing storage of public records digitally &/or offsite. If one does not exist, the Rules & Public Policy Committee will work with the NCH Public Records Commission to draft a new policy.
 - iii. NOTE 3: This initiative will move to Administration to obtain vendor quotes if/when an existing policy / Ordinance has been identified OR a new Ordinance is approved.

7. Priority 3: Old Business:

- a. (KC) Code Enforcement ingress/egress review (from 1/12/26)
- b. (AC) AMEND C. R. 10.2(B)(4) / RPP Committee Responsibilities
- c. (MJZ) AMEND C. R. 10.4 (or add a new C. R.) to clarify policy for “Approval & Submission of Committee Meeting Minutes” (from 1/12/26)
- d. (AC) Legislative “lifecycle” process clearly defined in C. R. (from 1/12/26; See handout.). Currently, this is spread out over multiple sections of Council Rules.
- e. (Clerk) Procedure for Engaging the Clerk of Council (from 1/12/26)
- f. (Clerk) Procedure for Submitting Agendas/Minutes to Clerk of Council (from 1/20/26)

8. Priority 4: New Business / Parking Lot:

- a. (MJZ) Review NCH Ord. Chapter 1194 / Junk Cars; NCH Ord. 1315.02 Accumulation of Junk & Debris Prohibited (from 1/12/26)
- b. (LC) Proposed Resolution: Public Health Initiatives

9. Next Meeting: Monday, March 9, 2026 @ 6:00 PM

10. Adjournment

PUBLIC COMMENT PROCEDURE: The Rules & Public Policy Committee welcomes public participation. If you are unable to attend a meeting and sign in to comment, please email submissions at least 24 hours prior to the scheduled meeting to the committee chairperson: Anneliese Clear [a.clear@northcollegehill.org]