

RULES AND ORDINANCES COMMITTEE MEETING MINUTES

*Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
April 20, 2026
3:30 p.m.*

Present were members: N. Bross-Fregonara (chair), A. Carroll, & L. Severino.

Also present were: Jerry Marco (mayor), Melody Himes (operations assistant), Gerry Roberts (city attorney, via Teams), Travis Bennett (police chief), Sutton Stokes (city clerk), and Mikayla Goins (executive secretary).

MINUTES

Carroll **MOVED APPROVAL OF THE MINUTES FOR THE MEETING OF MARCH 2, 2026.** The motion carried.

NEW BUSINESS

a. City media policy

Stokes presented a proposed City Media Policy. The committee discussed the policy and made suggestions. Stokes will bring the policy back to the committee at a later meeting.

b. Short-term Rentals

Roberts reported that, based on her research, other municipalities impose no special rules concerning short-term rentals that are not also applied to long-term rentals.

The Committee requested that Roberts draft an ordinance amending City Code to remove the use categories and all mentions of Bed and Breakfast Inn I, Bed and Breakfast Inn II, and Bed and Breakfast Inn III. This proposed ordinance will be submitted to the Planning Commission for its consideration and possible recommendation to Council.

c. Amend city law concerning FOIA requests

Stokes and Bennett reported to the committee the current concerns with the FOIA request process.

Carroll **MOVED THAT ROBERTS DRAFT AN ORDINANCE IMPOSING A REQUIREMENT THAT FOIA REQUESTS BE MADE ON A STANDARD FORM WITH A PHYSICAL SIGNATURE.** The motion carried.

d. Proposal to require annual driving record check

Stokes presented a draft policy requiring an annual driving record check for all employees operating a city vehicle. This policy was prepared at the request of the City Treasurer, after a suggestion from the City's insurance agent. The Treasurer will be asked to research the policy further and bring it back to the committee at a later meeting.

The meeting adjourned at 4:43 p.m.

Nanci Bross-Fregonara, Chair
Name & Title

Nanci Bross
Signature