

MINUTES OF THE RULES & ORDINANCES COMMITTEE
November 25, 2019
East Conference Room

Present: Councilmembers George, Litten & Rader

Also: Assistant Law Director Swallow

Call to Order: 5:36 p.m.

AGENDA

Approve the minutes of the October 21, 2019 Rules & Ordinances Committee

Chairwoman George made a motion to approve the minutes of the October 21, 2019 Rules & Ordinances Committee, which was seconded by Councilmember Rader. All members voted in favor. Motion passed.

ORDINANCE 16-19 - AN ORDINANCE enacting new Chapter 110, Access Public Records, of the Codified Ordinances of the City of Lakewood to create transparency and timely easy-of-access to public records and set requirements for the city's online public records request system. (Placed on 1st reading and referred to Rules & Ordinances Committee 5/20/19; 2nd reading 6/3/19)

Chairwoman George summarized previous committee discussions on whether the body would be more in support of codifying a records policy or creating a records policy, noting that the committee was more in favor of creating a policy. Assistant Director Swallow stated that she had not received any feedback from councilmembers since the last committee meeting and added Section 5 in the draft to the city's existing records policy, which focuses on an electronic public records request system set to be implemented next year. A system training for employees will take place on December 12th. The policy will be implemented via Council resolution expressing support for it.

Councilmember Rader noted that the state of Ohio Auditor's office has a new program for rating public records programs and that it provides 7 recommendations for systems. He suggested that the committee might look at them and see if any could be applied. Assistant Director Swallow suggested that the committee could put it on the docket for Monday's Council meeting and refer it back to the committee to input the 7 items into it. Councilmember Litten expressed a desire to input the 7 points ahead of time. All members expressed comfort with the seven points after a discussion ensued noting the differences between ethics and public records training for elected officials. Ms. Swallow committed to adding the seven points and circulating the policy prior to Monday's Council meeting.

Discussion on dog registration requirements

Councilmember Litten noted that the committee is running out of time on this issue, due to Councilmember Anderson's term expiring. The committee noted that he is trying to incentivize dog registration by giving owners a reduced boarding fee when they retrieve it from the shelter. No formal legislation has been proposed at this point, but the Law Department has drafted some on the topic. Councilmember Rader expressed a willingness to reintroduce the legislation at some point in the future.

The meeting was adjourned at 5:47 p.m.