

**MINUTES**  
**COUNCIL RULES COMMITTEE**

**February 3, 2003**

**Roll Call:** 2:32 p.m.

**Present:** Councilmembers Hawley and Mayor Bates.

**Absent:** Councilmember Maio

1. **Public Comment:** Arlynn Camire, Micha Dunston, Barbara Gilbert
2. **Approval of Minutes of Meetings of a) January 7, 2003 and b) January 13, 2003**  
**Action:** Moved, seconded, carried (Hawley/Bates; Absent - Maio) to approve minutes as submitted.
3. **Review of Draft Council Agenda for February 11, 2003 Council Meeting**  
**Action:** All items approved for placement on the Council agenda unless otherwise noted on the draft agenda summary. (*Summary Attached*)
4. **Review of Council Master Calendar and Scheduling of Items and Timing of Closed Sessions**  
**Action:** Calendar reviewed.
5. **Discussion and Action regarding changing Time of Rules Committee Meetings**  
**Action:** Rules Committee meetings to remain scheduled for 2:30 p.m.
6. **Discussion and Action regarding Adoption of Rules Committee Procedures**  
**Action:** Councilmember Hawley suggested that the Council consider amending the Council Rules of Procedure to require that a written summary be included as part of any report to the Council requesting that a presentation be scheduled before the Council and that this summary provide general information regarding the purpose and content of the presentation, information on the presenters, and the time to be allotted for the presentation. The City Clerk will prepare the report for the Rules Committee review.

**Adjournment:** 4:07 p.m.