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MEMO

TO: Burlington City Council

FROM: Kenneth A. Schatz, Esq., City Attorney *KAS*

RE: Proposed Amendments to Council Rules

DATE: October 18, 2011

The City Council Rules Committee met on Thursday, October 13, 2011 and reviewed comments and suggestions regarding the proposed amendments to the City Council rules. After considering those comments, the Committee recommends the attached revised proposed amendments to the City Council rules. The revised proposal includes the following changes:

Sec. 3, Lines 47-48, clarifies that minutes shall be presented to the Council for approval at the next meeting after minutes have been distributed.

Sec. 4(a)(3), Lines 73-75 and 83-84, clarifies that timely updates from standing committees are provided to the Council and that minutes from committees shall be provided to the Council in a timely manner.

Sec. 7, Lines 168-169, adds a requirement that no member may read from a document without permission of the President.

Sec. 16 (4)(a), Lines 311-313, modifies language to provide that, "It is not appropriate to move an item from the Consent to Deliberative Agenda to provide general information."

Sec. 21, Lines 386-388, changes reference from "cell phones" to "electronic devices."

Enclosure

lb/c: KAS 2011/City Council from rules Committee re Amendments to Council Rules of Order (10-18-11)