

City of Bethel Action Memorandum

Action memorandum No.	19-76		
Date action introduced:	December 10, 2019	Introduced by:	Mayor Barr
Date action taken:	December 10, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Allow Action Memorandums that authorize the City Manager to negotiate and execute purchase agreements and contracts to be placed on the list of approved Consent Agenda items for Bethel City Council meetings.

Attachment(s): None

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	

Summary Statement

The use of Action Memorandums on the consent agenda is an expeditious use of Council member time because most do not require discussion, amendments, or alterations.

Robert's Rules of Order is the adopted City Council meeting protocol. The Rules allow for a grouping of routine, non-controversial items under a consent agenda. The City marks its consent items with an asterisk. This allows the Council to approve all items on the Consent Agenda at once, quickly and easily. During the approval of the Agenda and the Consent Agenda, any council member may ask that an item be removed from the Consent Agenda. Removal takes only a short time. The time saved by consent agenda items being approved greatly outweighs the time it takes to remove one or two items for discussion and vote.

At present, the following types of agenda items may appear on the Consent Agenda:

- Introduction of Ordinances
- Resolutions
- Informational Memorandums
- Action Memorandums for appointment of members to City committees and commissions
- Leave requests for City Manager, City Clerk and City Attorney