

## Action Memo

## File #: April 2018 meeting, Version: 1

Attached are the meeting Schedule, Committee Meeting Agendas, and Public Comment Information.

## COUNCIL-APPROVED GUIDELINES FOR DISCUSSION AND DEBATE

The following guidelines are established to improve the efficiency of Council meetings:

1) During agency and staff reports at the beginning of each meeting, Council members are limited to two questions, and

2) During public testimony, Council members will be limited to two questions.

The Council authorizes and encourages the Chairman to exercise the authority necessary to improve the quality of Council debate and enhance the overall efficiency of Council meetings in general.