



STAFF REPORT

MEETING DATE: August 13, 2024

TITLE:

Consider and act on Resolution No. R-2024-79 of the City of Bastrop, Texas, amending the City Council Rules of Procedure; Section 2.2 - Meetings Shall Be in Compliance, Section 2.10 - Quorum, Section 3.2 - Model Format for Agenda Discussion, Section 3.5 - Discussion and Debate, Section 3.12 - Council May Discipline Its Own Members, Article 4 - Agenda Order, Section 4.4 - Presentations, Section 4.7 - Citizen Comments, and Section 5.3 - Rules Governing Citizen Comments, establishing a repealing clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

The Rules of Procedure for the City Council of the City of Bastrop, Texas contains Section 1.4 Annual Review, which states:

“Following the municipal elections each year, Council will review these rules of procedure annually, make changes as appropriate, and adopt their own rules of procedure in accordance with the Charter at the first scheduled meeting in July. In the event no annual review occurs, the standing rules of procedure continue in effect. This does not limit the Council’s right and ability to amend the rules at any other time during the year, in accordance with the Charter.”

On April 9, 2024, the agenda item: “Consider action to approve Resolution No. R2024-48 of the City of Bastrop, Texas amending the City Council Rules of Procedure attached as Exhibit A; establishing a repealing clause; and establishing an effective date” was heard.

Additional amendments are proposed at this time. Council shall hear said amendments and direct staff to prepare a resolution for a future agenda action item.

The items that were approved by Council in Resolution No. R-2024-48 are in bold green, the newly suggested items are in red.

RULES OF PROCEDURE EDITS:

- Section 2.2 Meetings Shall Be in Compliance
- Section 2.10 Quorum
- Section 3.2 – Model Format for Agenda Discussion
- Section 3.5 – Discussion and Debate
- Section 4.4 – Presentations

- Section 3.12 – Council May Discipline Its Own Members
- Article 4 – Agenda Order
- Section 4.4 – Presentations
- Section 4.7 – Citizen Comments
- Section 5.3 – Rules Governing Citizen Comments

RULES OF PROCEDURE EDITS FROM JULY 9, 2024 COUNCIL MEETING:

- 2.2 – being in compliance with Open Meetings Act; accepted
- 2.10 – No changes or additions
- 3.2 – Leave as is; removed
- 3.5 – Change the language to Council discussion time from 10 minutes to 5 minutes
- 3.12 – Withdrew change
- 4 (Agenda Order) – Strike redundant language; No change just the changes in the packet
- 4.4 – Change not accepted (Have the option of Council Member to read a Proclamation in Council Chambers); removed
- 4.7 – Citizens can submit a comment/sign up to speak prior to the start of Citizen Comments; addition
- 5.2 and 5.3 – Council did not come to consensus; removed

RECOMMENDATION:

Approve any agreed upon edits after Council discussion.

ATTACHMENTS:

- Resolution No. R-2024-79
- Proposed Rules of Procedure Amendments

