

CITY OF BASTROP

RESOLUTION NO. R-2024 - ____

RULES OF PROCEDURE

**A RESOLUTION OF THE CITY OF BASTROP, TEXAS,
REVISING CERTAIN RULES OF PROCEDURE FOR CITY
COUNCIL MEETINGS**

WHEREAS, the City Council of the City of Bastrop (City Council) has a shared interest in promoting efficient, effective, and ethical City Council Meetings; and

WHEREAS, pursuant to Sections 551.007 and 551.023 of the Texas Government Code and Section 3.13 of the City’s Charter, the City Council has the authority to determine its own rules of procedure and order of business; and

WHEREAS, the City Council finds it to be reasonable and prudent to approve this resolution modifying the Rules of Procedure.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bastrop:

Section 1: The City Council hereby approves the following amendments to the Rules of Procedure:

1. Article 3. Parliamentary Procedure

3.1. Discussion and Debate. The basic rule of motions is that they are subject to discussion and debate. Accordingly, the basic motion and the motion to amend are all eligible, each in their turn for full discussion by and before the City Council. The length of individual statements by the Mayor and members is limited to five minutes unless the City Council votes to extend the time allotted. Discussion and debate can continue ~~as long as the members wish to discuss it, or~~ until the Mayor or any member decides that it is time to move on and call a vote on the motion.

2. Article 4. Agenda Order. The ~~Mayor and the~~ City Manager or an appropriate designee shall prepare an agenda and cause the same to be posted in accordance with the Texas Open Meetings Act. Agendas and packet material shall be delivered to the City Council via electronic format uploaded into a cloud storage service. City Council shall be notified via email that the agenda and packet have been uploaded and available for review. The goal would be to upload the agenda and packet on Thursday prior to a regularly scheduled Council Meeting. In the event of an emergency meeting of the City Council, this provision shall be suspended when not inconsistent with the provisions of federal or state law or the City

Charter.

In order to facilitate the agenda process, the Mayor and one Council Member, two Council Members, or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager (City Charter, Article III, Section 3.05 Prohibitions). Agenda items must be provided to the City Manager’s Office at City Hall by 12:00 noon on the 7th calendar day preceding the date of the regular meeting. If the agenda topic does not allow for staff to adequately prepare information for Council’s consideration, the item may be postponed until the next regular meeting.

3. Article 4. Agenda Order

4.4 Presentations. Presentations may be made by the Mayor, City Council, or Staff. ~~The Mayor may deliver any proclamation as may be required from time to time.~~ Proclamations shall be read by the City Secretary and signed by the City Manager. All City Council Members will be afforded the opportunity to pose for a group photograph for the proclamation. Outside entities and organizations granted permission to make a presentation shall be placed in this section.

Section 2: The meeting at which this Resolution was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act.

DULY RESOLVED & ADOPTED by the City Council of the City of Bastrop, Texas, on this, the 23rd day of April 2024.

APPROVED:

Lyle Nelson, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney