



# STAFF REPORT

**MEETING DATE:** June 25, 2024

**TITLE:**

Review Rules of Procedure of the City Council of the City of Bastrop Texas, and any proposed amendments to be brought back at a future meeting.

**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

**RECOMMENDATION:**

Direct staff to make the necessary edits and bring back an amended resolution for action at a future meeting.

**ATTACHMENTS:**

- Previous Resolution R-2024-48
- Proposed Rules of Procedure Amendments

