

**ORDINANCE NO. 626**

**AN ORDINANCE OF THE CITY OF MANOR, TEXAS, FOR THE PURPOSE OF AMENDING RULES OF PROCEDURE TO GOVERN THE CONDUCT OF CITY COUNCIL MEETINGS; AMENDING PROVISIONS GOVERNING DELIVERY OF AGENDA PACKETS, CONFLICTS OF INTEREST, PROVISIONS GOVERNING COUNCIL MEMBER ABSENCES, PUBLIC COMMENTS AND CORRESPONDENCE WITH COUNCIL, MEDIA INQUIRIES, AND LEGAL SETTLEMENTS AND CLAIMS; PROVIDING FOR TOWN HALL MEETINGS; PROVIDING FOR COUNCIL AND CITY COMMITTEES; AMENDING SECTION 1.04.002 OF THE MANOR CODE OF ORDINANCES TO REFER TO THE NEW RULES OF PROCEDURE; AND PROVIDING FOR RELATED MATTERS.**

**Whereas**, the City Council of the City of Manor, Texas (the “City”) is authorized by the City Charter and state law to determine its own rules; and

**Whereas**, the City Council wishes to amend the rules of procedure of the City of Manor to provide for the orderly conduct of City Council meetings;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CITY OF MANOR, TEXAS, THAT:**

**Section 1. Findings of Fact.** The above and foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

**Section 2. Adoption of Rules of Council.** The City Council hereby adopts the amended City of Manor Rules of Procedure as set forth in Exhibit A. The last sentence of Section 1.04.002 of the City of Manor Code of Ordinances is hereby amended to read as follows: “The city council hereby adopts the City of Manor Rules of Procedure set forth in Exhibit A to Ordinance 516, amended as set forth in Exhibit A to Ordinance 598 and Ordinance 626 on file in the office of the city secretary.”

**Section 3. Conflicting Ordinances.** Any ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance as adopted and amended herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the City, the terms and provisions of this ordinance shall govern.

**Section 4. Effective Date.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Tex. Loc. Gov’t. Code.

**Section 5. Severability.** It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such invalid phrase, clause, sentence, paragraph or section.

If any provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

**Section 6. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**PASSED AND APPROVED** on this 3<sup>rd</sup> day of November 2021.

**THE CITY OF MANOR, TEXAS**

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Dr. Larry Wallace, Jr.  
Mayor

**ATTEST:**

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Lluvia T. Almaraz, TRMC  
City Secretary

**Exhibit "A"**  
**Rules of Procedure**