



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** July 20, 2022  
**PREPARED BY:** Lluvia T. Almaraz, City Secretary  
**DEPARTMENT:** Administration

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an ordinance for the purpose of amending Rules of Procedure to govern the conduct of city council meetings; adding protection of confidential documents; amending provisions governing community response and public comments provided to committees; removing committees established by ordinance; amending section 1.04.002 of the Manor Code of Ordinances to refer to the new Rules of Procedure; and providing for related matters.

### BACKGROUND/SUMMARY:

**LEGAL REVIEW:** Yes  
**FISCAL IMPACT:** No  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Ordinance No.
- Exhibit A – Rules of Procedure

### STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve Ordinance No. 662 for the purpose of amending Rules of Procedure to govern the conduct of city council meetings; adding protection of confidential documents; amending provisions governing community response and public comments provided to committees; removing committees established by ordinance; amending section 1.04.002 of the Manor Code of Ordinances to refer to the new Rules of Procedure; and providing for related matters.

**PLANNING & ZONING COMMISSION:**      **Recommend Approval**      **Disapproval**      **None**