

AGENDA ITEM SUMMARY SHEET

CITY OF ROLLINGWOOD, TEXAS

MEETING DATE: March 22, 2023

Agenda Item __: Discussion and possible action to amend Rollingwood Ordinance Section 2-56 regarding application of Robert's Rules of Order in City Council meetings.

Submitted by: Brook Brown

Background: At the January and February City Council meetings, the Council has discussed application of Robert's Rules of Order in Council meetings and the order in which the business of the Council may be considered.

Rollingwood code sections 2-64 and 2-65 provide for the general order of the business for Council meetings, as follows:

"Sec. 2-64. - General order of business.

The general order of business at a city council meeting is as follows:

- (1) Call to order.
- (2) Announcements and proclamations.
- (3) Citizen communications on any item not on the agenda.
- (4) Council action on the consent agenda.
- (5) Consideration of any items pulled from the consent agenda.
- (6) Other specific agenda items.
- (7) Administrative matters, including reports by staff, commissions, councilmembers and the mayor.
- (8) Executive sessions.
- (9) Adjournment.

Sec. 2-65. - Effect of procedural rules.

"The procedural rules set forth in this article are directory only, and it is the intent of the city council that the violation of any such procedural rules shall not affect the validity or legality of any city council action otherwise properly taken."

Sections 2-64 and 2-65 of the Code outline the order of business in Council meetings as is current Council practice. Seemingly, Section 2-65 provides flexibility as to the rules of procedure in Council meetings, however, Section 2-56 (e) of the City Code of Ordinances states: "(e) All meetings of the city council *shall be* conducted in accordance with the provisions of the

latest edition of Robert's Rules of Order." As stated, this section of the Code may be argued to require strict application of Robert's Rules of Order, despite the language of Section 2-65 and even though strict application has not been the norm for City Council meetings.

Section 2-223 of the City Code of Ordinances, applicable to the City of Rollingwood Utility Commission meetings, permits but does not require strict application of Robert's Rules of Order. Section 2-223 of the City Code of Ordinances states:

"(e) Applicability of Robert's Rules of Order. Any question of order or procedure not covered by this section shall be decided according to the latest edition of Robert's Rules of Order, insofar as it may be applicable."

Proposed action: This agenda item proposes that the Council amend Section 2-56 of the Code to read as follows: "(e) Applicability of Robert's Rules of Order. Any question of order or procedure not covered by Article II, Division II of this Code regarding council meetings shall be decided according to the latest edition of Robert's Rules of Order, insofar as it may be applicable."

This amendment would conform Section 2-56(e) to current Council practice and allow application of Robert's rules of order when necessary.