

CITY COUNCIL MEMORANDUM

AGENDA ITEM

Resolution amending the City Council Rules of Procedure and Protocol-amending agenda order

ORIGINATING DEPARTMENT

City Attorney

BACKGROUND INFORMATION

Killeen City Charter Section 36 allows the City Council to determine its own rules and order of business. In February 1995, the Council adopted rules of procedure and protocol governing its internal processes. Section 2.1 of the rules provides that amendment of, or additions to, these rules is a two-step process. First, the proposed amendment or new rule must be introduced into the record at a City Council meeting. Past practice has been that the proposal be accepted by a majority of the Council upon introduction. Second, at a subsequent meeting, the City Council must, by majority vote, adopt the proposed amendment or new rule.

DISCUSSION/CONCLUSION

The City Council Rules of Procedure and Protocol ("Protocol") sets forth the types and order of items to be included in your regular meeting agendas. In your February 17, 2015 workshop, staff recommended that the agenda format be amended to match what the practice has become.

Our current agenda format calls for a consent agenda, which is described as those items that require action by Council but where no discussion is anticipated. For the past three years, all items on the consent agenda have been fully briefed, negating the need for a consent agenda. Removal of the consent agenda and creation of separate sections for "Minutes", "Resolutions", "Ordinances", and "Public Hearings" will match what our practice has become.

In order to accomplish these changes to the agenda format, Council will need to amend its Protocol.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the City Council adopt the amendment, as attached.