

RULES: Committee on Proposition A

Chair: District G, Council Member Mary Nan Huffman

Vice-Chair: District D, Council Member Carolyn Evans-Shabazz

RULE 1. REQUEST TO POST. (a) The committee may not consider a motion to report unless the version has received cursory review by the City of Houston Legal Department. The author or sponsor of the measure shall request the City of Houston Legal Department to perform a cursory legal review of an item at least 7 days before the initial Request to Post to the chair.

(b) The written request must include or be accompanied by the following:

(1) one hard copy and one electronic copy (in PDF format) of the introduced item as reviewed by the City of Houston Legal Department;

(2) one hard copy and electronic copy of the background and a brief purpose statement (in Microsoft Word format) for the introduced measure;

(3) the name of the point of contact for the item;

(c) Before any item may be heard or considered by this committee, the author or sponsor must deliver a written “Request to Post” no less than 14 days prior to the established meeting time to the committee chair.

RULE 2. COMMITTEE PROCEDURE.

(a) *Roll Calls*

(1) A roll call must be taken at the beginning of every meeting and following any recess.

(b) *Committee Rules and Procedures; Scheduling of Business*

(1) The chair schedules items, determines the order of consideration of items, and creates the agenda.

(c) *Robert’s Rules of Order*

(1) The meeting will be governed by Robert’s Rules of Order and the rules of this committee.

RULE 3. COMMITTEE MEETINGS. (a) The committee shall meet at the time and place designated on the schedule prepared by the chair.

(b) Additional meetings for purposes provided by the chair can be called at any time by the chair, so long as the meeting is in compliance with the Texas Open Meetings Act.

(c) The committee chair shall designate the vice chair to preside over any committee meeting during the temporary absence of the chair.

RULE 4. PUBLIC TESTIMONY. The Public has the right to come and speak to the committee in accordance with *Chapter 2 Article I Section 2-2 Rule 8* of the City of Houston Code of Ordinances.

RULE 5. COMMITTEE REPORT.

(a) Vote Requirements for Reporting an Item

- (2) Reporting an item from committee requires an affirmative record vote of the majority.
 - (a) The committee may report favorably for placement on the following week's council agenda. **(within 2 council sessions)**
- (3) If a motion to report fails, the committee will no longer consider the item for reporting.