

Charter Review Commission

Rules of Procedure approved December 17, 2020

Rules of procedure: The commission must establish its own rules of procedure, which must require that a quorum consists of a majority of its members and that an affirmative vote of a majority of all members present is necessary to act.

The Charter Review Commission will elect a Chair and Vice Chair. The Chair will preside over the meetings. The Vice Chair will preside when the Chair is absent. If both the Chair and Vice Chair are absent, those present shall elect a person from the Commission to preside over the meeting.

Meetings will only be called to order when a quorum (*currently at least 10 members*) is present. Loss of a quorum will result in the immediate adjournment of a meeting.

An affirmative vote of a majority of all members present will be required to take any action.

All meetings of the Charter Review Commission will be posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551, with agendas posted at least 72 hours in advance of the meeting on the city's official bulletin board and internet at <https://pflugerville.legistar.com>.

Agenda items will be set by the Commission at each meeting for the next meeting, by consent, or by vote of the majority if required due to disagreement among the Commissioners.