

**ORDINANCE NO. O-2026-161**

**AN ORDINANCE REPEALING CHAPTER 2, ARTICLE II, SECTION 2-26(b)(5)(b), CODE OF ORDINANCES (2018 EDITION), CITY OF ROUND ROCK, TEXAS, REGARDING PROCEDURE FOR CITIZEN PLACING ITEM ON AGENDA; AMENDING THE ORDERING OF SUBSEQUENT SECTIONS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK,  
TEXAS:**

**I.**

That Chapter 2, Article II, Section 2-26(b)(5)(b), Code of Ordinances (2018 Edition), titled "*Procedure for citizen placing item on agenda*" is repealed in its entirety.

**II.**

That Chapter 2, Article II, Section 2-26(b)(5), Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended as follows:

(5) *Citizen communication.*

- a. *Opportunity to address council provided.* An opportunity for any person to address the city council at any meeting shall be provided under an agenda item entitled "Citizen Communication."
- b. *Limitation on council taking action.* No matter brought before the city council during "Citizen Communication" may be acted upon by the city council unless the specific matter appears on the posted agenda as provided by law.
- c. *Procedure for citizen addressing council when item not on agenda.*
  1. Any person wishing to address the city council concerning a matter not on the agenda under "Citizen Communication" may do so, provided that he limits such presentation to three minutes, and provided that he has previously delivered to the city clerk a registration card identifying the topic on which the person desires to address the city council.
  2. The registration card shall include the following information:
    - (i) Full name;
    - (ii) Business and/or residential address;
    - (iii) Business and/or residential telephone number;
    - (iv) Representation;
    - (v) Agenda item or topic;
    - (vi) Brief statement of position, e.g., for or against an agenda item or summary of communication.
  3. Persons properly and timely submitting registration cards will be heard after the items on the citizen communication agenda have been heard.

4. Persons addressing the city council concerning a matter not on the citizen communication agenda shall be limited to no more than three minutes. However, the mayor may expand the time limit set forth up to one additional three-minute period if the presenter requests an extension and if no council member objects. If a council member objects to the presenter's request for an extension, then the city council shall vote to approve or disapprove the request for extension.
  5. If the number of persons signing up to address the council during "citizen communication" exceeds a total of ten, the mayor may limit the time for each person to less than three minutes unless a council member objects. If a council member objects to the time limitation, then the city council shall vote to approve or disapprove the time limitation.
  6. Either the city clerk or the city attorney shall serve as timekeeper for any presentation made to the city council.
- d. *Procedure for citizens addressing the council during public hearings.*
1. Any person wishing to address the city council concerning a public hearing may do so, provided that he or she limits such presentation to three minutes, and provided that he or she has previously delivered to the city clerk a registration card identifying the public hearing on which the person desires to address the city council.
  2. The registration card shall include the following information:
    - (i) Full name;
    - (ii) Business and/or residential address;
    - (iii) Business and/or residential telephone number;
    - (iv) Representation;
    - (v) The topic of the public hearing;
    - (vi) Brief statement of position, e.g., for or against an agenda item or summary of communication.
  3. Persons addressing the city council concerning a public hearing shall be limited to no more than three minutes. However, the mayor may expand the time limit set forth up to one additional three-minute period if the presenter requests an extension and if no council member objects. If a council member objects to the presenter's request for an extension, then the city council shall vote to approve or disapprove the request for extension.
  4. If the number of persons signing up to address the council during a public hearing exceeds a total of ten, the mayor may limit the time for each person to less than three minutes unless a council member objects. If a council member objects to the time limitation, then the city council shall vote to approve or disapprove the time limitation.
  5. Either the city clerk or the city attorney shall serve as timekeeper for any presentation made to the city council.

### **III.**

**A.** All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

**B.** The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Alternative one.

By motion duly made, seconded and passed with an affirmative vote of all the Council members present, the requirement for reading this ordinance on two separate days was dispensed with.

**READ, PASSED, and ADOPTED** on first reading this \_\_\_\_ day of \_\_\_\_\_, 2026.

Alternative 2.

**READ and APPROVED** on first reading this the \_\_\_\_ day of \_\_\_\_\_, 2026.

**READ, APPROVED and ADOPTED** on second reading this the \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
CRAIG MORGAN, Mayor  
City of Round Rock, Texas

ATTEST:

\_\_\_\_\_  
ANN FRANKLIN, City Clerk