

RESOLUTION 2006-14 AMENDED

A RESOLUTION PROVIDING FOR RULES OF DECORUM FOR MEETINGS OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS; PROVIDING FOR A PROCEDURE FOR SETTING CITY COUNCIL AGENDAS; PROVIDING FOR RULES OF ENFORCEMENT; AND PROVIDING FOR ADOPTION OF ROBERTS RULES OF ORDER.

WHEREAS, the City Council of the City of Gonzales, Texas, believes that it is important to the orderly conduct of the business and affairs of the City of Gonzales that the City Council establish rules of decorum to ensure that order is maintained and the deliberative process of the City Council is encouraged ; and

WHEREAS, the City Council also believes that each Councilmember should be dedicated to public service by being cooperative and constructive and by making the best and most efficient use of available resources, so that each member may merit the respect and confidence of the citizens of the City of Gonzales; and

WHEREAS, the City Council further believes that each Councilmember should recognize the worth of individual members of the City Council and appreciate their individual talents, perspectives, opinions, and contributions; and

WHEREAS, the City Council also believes that the establishment of rules of conduct and procedure for conducting the official business of the City of Gonzales will help foster an atmosphere of respect, civility, and cooperation where individual Councilmembers, staff, and the public will be free to express their ideas and work to their full potential for the good of all our citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS:

Section 1. Rules of Decorum for City Council Meetings.

A. Decorum. City Council meetings shall be conducted in an orderly manner to ensure that the public has full opportunity to be heard within the time constraints set by the council and that the deliberative process of the City Council continues.

B. Councilmembers. Councilmembers shall listen courteously and attentively to all public discussions before the City Council. Councilmembers shall refrain from interrupting other speakers; making personal comments not germane to the business at hand and posted on the agenda, or otherwise interfere with the orderly conduct of meetings. Councilmembers shall refrain from abusive conduct, shouting, argumentative/aggressive behavior, personal charges, or verbal attacks upon the character or motives of other Councilmembers, City staff members, or members of the general public. The presiding officer of the City Council shall be responsible for maintaining order and decorum of City Council meetings.

C. City Staff. City staff shall observe the same rules of order and decorum as those which apply to City Councilmembers.

D. Persons Addressing the City Council. Persons addressing the City Council shall do so in an orderly manner without making personal, impertinent, slanderous, or profane remarks about any Councilmember, City staff member, or a member of the general public. Speakers shall address the Council and staff respectfully and no shouting or argumentative behavior will be tolerated. Any person who makes such remarks or engages in any other disorderly conduct which disrupts or otherwise impedes the orderly conduct of any City Council meeting shall, at the discretion of the presiding officer or majority of the City Council, be barred from addressing the City Council or from further attendance at the meeting.

E. Members of the Audience. No person in the audience at a meeting of the City Council shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language, whistling, stamping of feet, or other acts which disturb, disrupt, or otherwise impede, the orderly conduct of any City Council meeting. Any person who conducts himself in such a manner shall, at the discretion of the presiding officer or a majority of the Councilmembers, be barred from addressing the City Council or from further attendance at the meeting.

Section 2. Rules of Procedure – Agenda Items.

A. Agenda Item Submission. Any Citizen wishing to have an item placed on the agenda shall present that item to a Councilmember representing his or her District and/or to the Mayor. The signature approval by either the individual Councilmember and/or the Mayor will authorize the placement of this item on the Agenda. Any Councilmember may submit an item for placement on an agenda of the City Council. The submitted item must be specific, contain an explanation of purpose, state the date of the City Council meeting the Councilmember wished the item to be placed. An item for placement on the agenda must be submitted to the City Secretary at City Hall no later than 5 p.m. on the Thursday prior to the date of the City Council meeting. Any accompanying informational material shall also be submitted at that time. Items submitted to the City Secretary after that time will be held over until the next regularly-scheduled City Council meeting, unless the item is of such importance that the Mayor elects to place the item on an earlier agenda or calls a special City Council meeting. All requests by Councilmembers for placement of an item on the Agenda shall be honored. The Mayor, in consultation with the City Manager, shall retain discretion to delay placement of the item on the immediate Agenda to the next council meeting immediately following the request.

B. Placement On Agenda. The Mayor, working in conjunction with the City Manager, will exercise his or her best judgment in determining the most important items received for placement on the agenda, and shall have final approval of the agenda.

C. City Secretary Notification. It is the responsibility of the City Secretary to notify the Councilmember who has had an item placed on an agenda of a City Council

meeting of the fact that the Councilmember is expected to be at the City Council meeting to discuss the agenda item.

D. Agenda Item Consideration. Ordinarily the Mayor or other presiding officer will follow the agenda as posted; however, the Mayor or the presiding officer shall maintain the option of addressing agenda items out of order to facilitate guests, reduce costs, or other factors. In addition, the Mayor or the presiding officer shall table or postpone any agenda item on the motion and majority vote of the City Council.

Section 3. Rules of Enforcement.

A. Warning. The Mayor or the presiding officer shall request that a person who is breaching the Rules of Decorum cease the disruptive conduct. If, after receiving a warning from the Mayor or the presiding officer, a person persists in disturbing any City Council meeting, the Mayor or the presiding officer shall order the person to leave the City Council meeting. If such person does not remove himself, the Mayor or the presiding officer shall order any law enforcement officer who is on duty to remove that person from City Council Chambers.

B. Removal. Any law enforcement officer who is on duty shall carry out all orders and instructions given by the Mayor or the presiding officer for the purpose of maintaining order and decorum at a City Council meeting. A Councilmember may only be removed from the City Council meeting after a vote is taken of the City Council as to whether the Councilmember has violated the Rules of Decorum. If the vote is in favor of the Councilmember, the Councilmember shall be at liberty to proceed.

Section 4. Robert's Rules of Order.

Robert's Rules of Order is hereby adopted and shall be followed at all City Council meetings.

PASSED, ADOPTED, AND RESOLVED this 12th day of September by the City Council of the City of Gonzales, Texas, and as amended this 3rd day of October 2006, by the City Council of the City of Gonzales, Texas.

ATTEST:

Bobby O'Neal, Mayor
City of Gonzales, Texas

Jean Collins, City Secretary
City of Gonzales, Texas

APPROVED AS TO FORM:

Jackie Williamson, City Attorney
City of Gonzales, Texas