

**VILLAGE OF VINTON
RESOLUTION NO. 2007-06-12-01**

On the 26TH day of June, 2007, the Village Council for the Village of Vinton, Texas, meeting at a regular meeting with an agenda duly posted and, upon a motion and second, passed the following Resolution:

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

WHEREAS, the Vinton 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 Village of Vinton, Texas; and

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

WHEREAS, the Vinton Council also believes that the establishment of rules of conduct and procedure for conducting the official business of the Village of Vinton 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; and

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF VINTON, TEXAS THAT:

Section 1. Rules of Decorum for the Village Council Meetings.

- A. Decorum.** 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 Village of Vinton Council continues.

- B. Councilmembers.** Council members shall listen courteously and attentively to all public discussions before the Vinton 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 the 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 the City Council meetings.

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

- D. **Persons Addressing the Village of Vinton Council.** Persons addressing the Vinton Council shall do so in an orderly manner without making personal, impertinent, slanderous or profane remarks about any Councilmember, Vinton staff member or another member of the general public. Speakers shall address the Council and staff respectively 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 Vinton Council meeting shall at the discretion of the presiding officer, after being duly admonished, not be permitted to further address the City Council at the meeting 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. Any Councilmember may submit an item for placement on an agenda of the Vinton 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 and backup documentation for consideration or justification.
 - a. An Agenda Workshop will be held on the 2nd and 4th Tuesday of each month when possible. Items submitted to the Village Secretary after that time will be held over until the next scheduled workshop.
 - b. An item for placement on the agenda must be submitted to the Village of Vinton Secretary at the Village Hall no later than 5 p.m. on the Thursday prior to the date of the Agenda Workshop. Any accompanying informational material shall also be submitted at that time.

- B. **Placement on Agenda.** The mayor, working in conjunction with the Council, will exercise 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 Vinton Secretary to notify the Councilmember who has had an item placed on the agenda of the Council meeting of the fact that the Councilmember is expected to be at the 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.

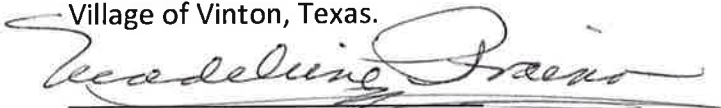
Section 3. Rules of Enforcement

- 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 Village of Vinton Council meetings, the Mayor or the presiding officer shall order the person to leave the council chamber. If such person does not remove himself, the Mayor or the presiding officer shall order any law enforcement officer to remove that person from Vinton Council Chamber.
- B. **Removal.** Any law enforcement officer on duty shall carry out all orders and instruction given by the Mayor or the presiding officer for the purpose of maintaining order and Decorum at a Village of Vinton Council Meeting. A Councilmember may only be removed from the Village Council Meeting after a vote is taken of the 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 a liberty to proceed.

Section 4. Robert's Rules of Order.

Robert's Rules of Order is hereby adopted and shall be followed at all Village of Vinton Council Meetings.

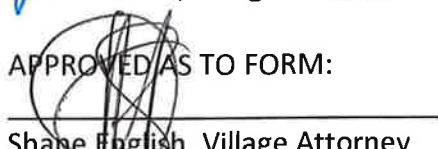
PASSED, ADOPTED, AND RESOLVED this 26th Day of June, 2007 by the Village of Vinton Council of the Village of Vinton, Texas.


Madeleine Praino, Mayor

ATTEST: Village of Vinton, Texas

Jessica Garza, Village of Vinton Secretary

APPROVED AS TO FORM:


Shane English, Village Attorney
Village of Vinton, Texas