


Hawkins City Council Rules
Revised September 1, 2019

1. During city council meetings, city council members shall assist in preserving order and decorum and shall neither by conversation or otherwise delay or interrupt the proceedings nor refuse to obey the orders of the presiding officer or the rules of the city council.
2. A city council member desiring to speak shall address the chair and, upon recognition by the presiding officer, shall confine discussion to the question under debate.
3. City council members shall not berate nor admonish employees or other council members.
4. A city council member, once recognized, shall not be interrupted while speaking unless called to order by the presiding officer, unless a point of order is raised by another member, or unless the speaker chooses to yield to questions from another member. If a city council member is called to order while speaking, that member shall cease speaking immediately until the question of order is determined. If ruled to be in order, the member shall be permitted to proceed. If ruled to be not in order, the member shall remain silent or make additional remarks so as to comply with rules of the city council.
5. City council members shall confine their questions to the particular matters before the council and in debate shall confine their remarks to the issues before the city council.
6. **Citizen Input:**
 - A. All citizens are encouraged to speak and offer comments regarding items on the agenda.
 - B. All remarks are limited to the matter under discussion.
 - C. Citizen comments will be limited to 5 (five) minutes of time for speaking.
 - D. Everyone attending council meetings will refrain from private conversations while the city council is in session.
 - E. If a citizen refuses to end speaking after their allotted time, the presiding officer shall address the citizen and ask them to stop. If the citizen refuses, the presiding officer may have the citizen removed from the meeting.
7. If the presiding officer fails to maintain decorum during the meeting, any member of the city council may move to require enforcement of the rules, and the affirmative vote of a majority of the city council shall require the presiding officer to act.

Adopted this 3rd day of September, 2019.



Tom Parker, Mayor

ATTEST: 

Dona Jordan, City Secretary