

CHAPTER 30: CITY COUNCIL

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§ 30.01 COMPOSITION.

The municipal government of the city shall consist of a City Council composed of the Mayor and five Aldermen.

('97 Code, § 2-26)

Statutory reference:

Similar provisions, see Tex. Loc. Gov't Code, § 22.031(b)

§ 30.02 ELECTION OF ALDERMEN BY PLACE SYSTEM.

(A) The election of Aldermen in the city shall be by the place system. The offices of the two Aldermen whose term of office will expire in even-numbered years shall be designated as Council member, place no. 1 and Council member, place no. 2, respectively, and the offices of the three Aldermen whose term of office will expire in odd-numbered years shall be designated as Council member, place nos. 3, 4 and 5, respectively, and the office of the Mayor shall be so designated and his or her term of office will expire in even-numbered years.

(B) The offices of Aldermen shall appear on the ballot as separate offices by place number, and any candidate for the office of Alderman shall declare the office by place number to which he or she is

seeking election and shall file his or her application to have his or her name printed on the ballot for a specific place on the City Council. The votes at any such election shall be counted separately for each office of Alderman, and the candidate receiving the highest number of votes for the place for which he or she is a candidate shall be declared the elected Alderman for such place.

(`97 Code, § 2-27)

Statutory reference:

Election by place system, see Tex. Loc. Gov't Code, § 21.001

§ 30.03 MEETINGS GENERALLY.

The City Council shall hold two regular meetings each month at such time as is fixed by resolution of the City Council. The Mayor, on his or her own motion or on the application of three aldermen, may call special meetings of the City Council, by notice to each member of the City Council, the Secretary and the City Attorney, served personally or left at their usual place of residence.

(`97 Code, § 2-28)

Statutory reference:

Duty of Council to hold regular meetings and procedure for calling special meetings, see Tex. Loc. Gov't Code, § 22.038

Minutes of meetings, see Tex. Loc. Gov't Code, § 22.073

§ 30.04 QUORUM.

A majority of the Council members shall constitute a quorum of the City Council for the transaction of business, except at called meetings or meetings for the imposition of taxes, when two-thirds of the Council members shall be required.

(`97 Code, § 2-29)

Statutory reference:

Similar provisions, see Tex. Loc. Gov't Code, § 22.039

§ 30.05 ORDER OF BUSINESS.

The order of business at all regular sessions of the City Council shall be as follows:

(A) Call to order.

(B) Invocation.

(C) Reading of the minutes of the previous meeting and intervening special meetings and corrections thereof when necessary.

(D) Receiving reports and communications.

(E) Old business.

(F) New business.

(G) Passing upon bills and accounts.

(`97 Code, § 2-30)

§ 30.06 DECIDING QUESTIONS OF ORDER.

All questions of order at City Council meetings shall be decided by the Mayor, subject to an appeal to the Council, a majority of the members of which may reverse his or her decision.

(`97 Code, § 2-31)

§ 30.07 MOTIONS SECONDED, REDUCED TO WRITING ON DEMAND.

All motions at City Council meetings must be seconded before being put by the Chair and, if demanded by any member, the same shall be reduced to writing or withdrawn.

(`97 Code, § 2-32)

§ 30.08 OPPORTUNITY TO DISCUSS AND AMEND MOTIONS.

At City Council meetings all motions that have been seconded shall be opened for discussion and amendment before being put to a vote.

(`97 Code, § 2-33)

§ 30.09 CALLING FOR VOTE.

In voting by the City Council upon any pending question, any member may call for the ayes and noes. Upon such call being made it shall be entered upon the journals.

(`97 Code, § 2-34)

§ 30.10 RECESS OF MEETINGS.

A meeting of the City Council may be recessed temporarily, for short periods not to exceed 15 minutes, by the Chair.

(`97 Code, § 2-35)

§ 30.11 ADJOURNMENT OF MEETINGS.

A City Council meeting may be adjourned upon declaration by the Chair or upon motion of Council member and a majority vote.

(`97 Code, § 2-36)

§ 30.12 PRESENTATION BY CITIZENS.

(A) (1) Presentations by citizens, with prior notification, shall be limited to six minutes, allowing discretion by the Mayor or Council to reasonably extend those limits.

(2) Presentations by citizens, without prior notification, shall be limited to three minutes, allowing discretion by the Mayor or Council to reasonably extend those limits.

(3) Presentation by a representative of an organized group consisting of a minimum of ten persons, which is present in the Council Chambers and has selected a spokesperson, shall be limited to six minutes, allowing discretion by the Mayor or Council to reasonably extend those limits.

(4) It shall be the duty and responsibility of the City Secretary to secure a method of accurate timing and to officially notify the Mayor and Council when time has lapsed for each presentation.

(5) The Mayor and Council shall not respond to any citizen's comments, except to state current policy, if the item that the citizen is speaking to has not been properly posted on the agenda.

(B) Anyone speaking before the Council is asked to approach the speaker's podium in the Council Chambers and first state his or her name and address for the record. Only one person may approach the microphone at any one time and only the person at the microphone shall be allowed to speak.

(C) (1) Speakers must address their comments to the Presiding Officer rather than individual Council members or staff. If a speaker's comments are longer than the established time limit, one may file written remarks or supporting information with the City Secretary. The City Secretary will make the information available to the Council, if requested.

(2) All speakers must limit his or her remarks to the specific subject matter being considered by the Council under that agenda item.

(D) The Chief of Police, or his or her designee, shall act as a sergeant-at-arms for the City Council and shall furnish whatever assistance is needed to enforce the rules herein established. In case the Presiding Officer shall fail to act, any member of the Council may move to require enforcement of the rules, and the affirmative vote of two-thirds of the Council shall require enforcement by the sergeant-at-arms.

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