

RESOLUTION NO. 2024-005

A RESOLUTION ESTABLISHING THE CODE OF CONDUCT FOR THE MUNICIPAL OFFICIALS OF THE CITY OF DIAMONDHEAD.

WHEREAS, the City of Diamondhead has been recently incorporated with Municipal officials who will be interacting with each other and the public; and

WHEREAS, the City of Diamondhead currently does not have a Municipal Code which would establish a code of conduct; and

NOW BE IT RESOLVED BY THE CITY COUNCIL OF DIAMONDHEAD THAT:

The Municipal officials: Mayor, Council Members and Recorder/Treasurer and citizens appointed by the Mayor, confirmed by the City Council, to Boards, Commissions and Committees, shall hold themselves accountable to the following principles and guidelines:

1. Conduct in Public Meetings

Practice civility and decorum in all discussions and debate. Municipal officials will not make belligerent personal, impertinent, slanderous, threatening, abusive or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated.

Therefore:

Avoid personal comments that could offend other Municipal officials.

Honor the role of the mayor in maintaining order.

Be respectful of other members of the city council, boards, commissions, committees, city staff and the public by refraining from abusive conduct, personal charges or verbal attacks.

Treat fellow Municipal officials with the respect you expect to receive in return.

Always address citizens, employees, committee members and fellow council members with respect.

Request the opportunity to speak and address the council through the mayor or other person conducting the meeting.

Recognize fellow Municipal officials and guest speakers by their formal names and appropriate titles; after initial acknowledgement, the terms "Mr." or "Ms." may be used.

Be respectful of others' time and be brief and prepared in making remarks.

Be prompt in attending public meetings so that they may begin at the publicly posted time.

2. Conduct with the Public

Be polite and professional to speaker. Municipal officials should remember that their behavior will either relax the speaker or push their emotions to a higher level of intensity.

Therefore:

Limit comments to issues and avoid personal attacks.

Remain seated when someone is speaking at the podium.

Give the appearance of active listening.

Ask for clarification, but avoid debate and argument with the public.

Do not engage in personal attacks of any kind under any circumstance.

Make no promises on behalf of the council or staff.

Make no personal comments about other Municipal officials.

City of Diamondhead Code of Conduct with Affirmation

This code of conduct is designed to describe the manner in which the Mayor, Council Members and Recorder/Treasurer, citizens appointed by the Mayor and confirmed by the City Council to Boards, Commissions and Committees, should treat one another and others with whom they come in contact in representing the City of Diamondhead.

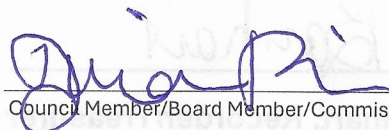
I affirm that I have read and understand the City of Diamondhead Code of Conduct. The principles and guidelines for mayors and Municipal officials set forth in the document promote civility and set a standard of excellence the engenders trust and promotes the public good. This municipality will not condone activities that are in violation of these principles appropriate conduct.




Mayor/Chair of Board, Commission or Committee




Recorder/Treasurer/Clerk/Secretary




Council Member/Board Member/Commissioner/Committee Member



Council Member/Board Member/Commissioner/Committee Member



Council Member/Board Member/Commissioner/Committee Member



Council Member/Board Member/Commissioner/Committee Member

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City of Diamondhead Code of Conduct with Affirmation

Council Member/Board Member/Commissioner/Committee Member

Municipal officials are required to reaffirm commitment to this policy annually after new officials are sworn in.

PASSED AND APPROVED BY THE CITY COUNCIL OF DIAMONDHEAD, ARKANSAS ON THIS DATE OF DECEMBER 3, 2024.

APPROVED:

ATTEST:

Ralph Carruth
Ralph Carruth, Mayor

John Barnhart
John Barnhart, Recorder/Treasurer