

**RESOLUTION NO. 2020-03R**

A RESOLUTION OF THE BOARD OF DIRECTORS OF WYLIE NORTHEAST SPECIAL UTILITY DISTRICT OF COLLIN COUNTY, TEXAS, POLICIES FOR MAINTAINING ORDER AND TAKING PUBLIC COMMENTS DURING OPEN MEETINGS OF THE BOARD OF DIRECTORS OF WYLIE NORTHEAST SPECIAL UTILITY DISTRICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Wylie Northeast Special Utility District (the "District") is a political subdivision of the State of Texas created under authority of Section 59, Article XVI, Texas Constitution, and operating pursuant to Chapters 49 and 65 of the Texas Water Code; and

WHEREAS, the District is subject to the rules and requirements for open meetings set forth in Chapter 551 of the Texas Governmental Code; and

WHEREAS, Section 551.007(b) of the Texas Government Code requires the District's Board of Directors to allow a member of the public who desires to address the Board during an open meeting regarding an item on an agenda to address the Board regarding the item at the meeting before or during the body's consideration of the item; and

WHEREAS, Section 551.007(c) of the Texas Government Code allows the District's Board of Directors to adopt rules to maintain order during open meetings of the Board; and

WHEREAS, the Board finds that it is in the best interest of the District and its customers to adopt the attached policies for maintaining order and taking public comment during open meetings of the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF WYLIE NORTHEAST SPECIAL UTILITY DISTRICT THAT:

SECTION 1.     Findings Incorporated. The findings set forth above are incorporated into the body of this Resolution as if fully set forth herein.

SECTION 2.     Approval and Adoption. The attached Wylie Northeast Special Utility District Public Comment Policies is hereby approved and adopted by the Board of Directors.

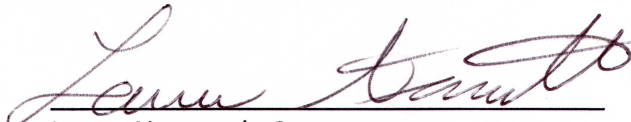
SECTION 3.     Effective Date. This Resolution shall become effective immediately from and after its adoption by the Board of Directors.

PASSED and ADOPTED on the 1<sup>st</sup> day of June, 2020, by the Board of Directors of Wylie Northeast Special Utility District.

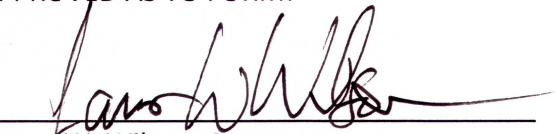


  
\_\_\_\_\_  
Jimmy Beach, President

ATTEST:

  
\_\_\_\_\_  
Lance Ainsworth, Secretary  
or Amanda Horst, Assistant Secretary

APPROVED AS TO FORM:

  
\_\_\_\_\_  
James W. Wilson, Attorney

**WYLIE NORTHEAST SPECIAL UTILITY DISTRICT  
PUBLIC COMMENT POLICIES**

The public comment policies stated below apply to any member of the public who desires to address the Board of Directors (the "Board") of Wylie Northeast Special Utility District (the "District") during an open meeting.

**1. Addressing the Board about Items on the Agenda.**

(a) Any member of the public who desires to address the Board about a specific item or items listed on the agenda must complete and submit the attached Board Meeting Public Participation Registration Form no later than 10 minutes before the meeting is called to order by the presiding officer. A completed Public Participation Registration Form may be submitted:

(i) in person at the District's office located at 745 Parker Road, Wylie, Texas;

(ii) by mail addressed to Wylie Northeast SUD, Attn: Board of Directors, 745 Parker Road, Wylie, TX 75098; or

(iii) by e-mail to [amanda@wylie-northeastwater.com](mailto:amanda@wylie-northeastwater.com)

(b) The presiding officer will call on registered speakers to comment on each agenda item before the Board takes the matter under consideration. Registered speakers will be called in the order that the Public Participation Form is received.

(c) Each registered speaker is allowed 3 minutes per agenda item with a total time of 21 minutes allotted for each agenda item. Time spent on Board member questions or comments shall not be counted against a registered speaker's time. Registered speakers may not pool their time or give unused time to another speaker.

(d) If there are 3 or more individuals aligned on an issue who plan to provide the same or similar comments, the presiding officer may require the group to designate one or more spokespersons to speak on the group's behalf. However, the meeting minutes will include all Public Participation Registration Forms to reflect the total number of individuals aligned on the issue.

(e) For matters of exceptional interest to the Board, the Board may vote to extend the time allocated to one or more registered speakers and/or the total amount of time allocated for any specific agenda item.

**2. General Public Comment.**

(a) Any member of the public who desires to address the Board about a matter not

listed on the agenda must state their name, address, and telephone number or e-mail address on a Public Comment Sign-up Sheet before the meeting is called to order. The presiding officer will call each speaker to address the Board in the order listed on the sign-up sheet.

(b) Each speaker is limited to 3 minutes with the total public comment time limited to 15 minutes. Time spent on Board member questions or comments shall not be counted against a registered speaker's time.

(c) Speakers may not pool their time or give unused time to another speaker.

3. **Decorum.**

(a) Members of the public must always be respectful of the Board and other attendees.

(b) Speakers shall address the Board one at a time.

(c) Attendees may not interrupt a speaker or Board member when the speaker or Board member has the floor.

(d) Statements made during an individual's speaking time, including criticism of any act, omission, policy, procedure, program or service of the system, do not constitute an abuse of decorum rules.

4. **Response by Board.** The Board welcomes public input at open meetings. The Board may ask questions and engage in dialogue with speakers about items on the agenda. For public comment regarding items not on the agenda, the Texas Open Meetings Act (Chapter 551 of the Texas Government Code) prohibits the Board from engaging in a dialogue but allow the Board to provide statements of factual information or recite existing policy in response to an inquiry. The Board may also place non-agenda items on a future agenda or direct staff to take action outside the meeting.

**WYLIE NORTHEAST SPECIAL UTILITY DISTRICT**

**Board Meeting Public Participation Registration Form**

This form must be completed and submitted to Wylie Northeast Special Utility District (SUD) by anyone who desires to address the Board of Directors about a specific agenda item prior to the meeting being called to order.

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Do you represent a particular group or organization? Yes / No If yes, please state the name, address, phone number, and e-mail of the group or organization:

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Meeting/Agenda: \_\_\_\_\_, 20\_\_

Which agenda item(s) do you wish to address? Are you generally for or against the item?

Item #:	For/Against:	Comments:
_____	_____	_____
_____	_____	_____
_____	_____	_____

A copy of any written materials that you intend to distribute to the Board of Directors should be submitted with this form. You will have a total of 3 minutes to address the Board, although the presiding officer has discretion to grant additional time. Personal, harassing or abusive comments directed at a director or employee of Wylie Northeast SUD are prohibited and will result in your removal. This form may be submitted in one of the following ways:

1. in person at Wylie Northeast SUD's offices at 745 Parker Road, Wylie, Texas;
2. by mail addressed to Wylie Northeast SUD, c/o Board of Directors, 745 Parker Road, Wylie, Texas 75098; or
3. by e-mail to [amanda@wylie-northeastwater.com](mailto:amanda@wylie-northeastwater.com).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

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**For office use only**

Received by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_ m

