PB & SC Water Supply Corporation

Board of Directors

AGENDA ITEM REQUEST FORM

Date of Request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Meeting to Speak: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

You are invited to join us every second Friday at 9:00 am, at our offices located at 6721 US Hwy 190W, in Point Blank. If you would like to address the board, please contact the office and submit your form, before 10:00 am the Monday before the meeting. Members who want to address the board or the membership must sign-in the sheet provided by the presiding director, indicating the topic they wish to discuss. Members will be given three minutes each to speak. Rude, offensive or inflammatory remarks are not permitted.

**What may members of a governing body do if an unposted issue is raised at an open meeting?**

Members of the governing body may not deliberate or make any decision about an unposted issue at a meeting of the governing body. If an unposted item is raised by members or the general public, the governing body has four options. First, an official may respond with a statement of specific factual information or recite the governmental body’s existing policy on that issue. Second, an official may direct the person making the inquiry to visit with staff about the issue. Third, the governing body may offer to place the item on the agenda for discussion at a future meeting. Finally, the governing body may offer to post the matter as an emergency item if it meets the criteria for an emergency posting.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member Number (if applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please summarize the subject of your request (add agenda item) below: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Person Making Request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature also indicates receipt of the Rules for Public Participation at PB & SC WSC Board Meetings.)

RULES FOR PUBLIC PARTICIPATION AT PB & SC WSC BOARD MEETINGS

Public participation is limited to the designated portion of the meeting. At all other times during the board meeting, the audience is not permitted to enter into the discussion or debate on matters being considered by the Board of Directors.

The Board will not tolerate disruption of this meeting by members of the audience. If after at least one (1) warning from the President (or presiding director), any person continues to disrupt the meeting by his or her words or actions, the President has the right to request the person to leave the meeting. Failure to do so, may result in assistance from law enforcement to have the person to be removed from the meeting.

Persons wishing to participate in the Public Forum portion of the meeting, are required to sign in with the President, indicating the topic they wish to speak on. No presentation will be permitted to exceed three (3) minutes. Delegations of more than five persons are required to appoint one (1) person to represent their views to the Board. Persons must identify themselves and the groups they represent at the beginning of each presentation.

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board cannot deliberate or make a decision regarding any subject that is not on the agenda posted as notice of this meeting. All items/persons wishing to address the Board and have a decision made, must have been placed onto the agenda in accordance to the Texas Open Meetings Act.