

**RESOLUTION NO. R-2020-081**

**A RESOLUTION OF THE CITY OF HUTTO, TEXAS, ADOPTING THE RULES GOVERNING PUBLIC COMMENTS AT CITY COUNCIL MEETINGS; ALLOWING MEMBERS OF THE PUBLIC THREE (3) MINUTES TO ADDRESS THE CITY COUNCIL; PROVIDING THAT INDIVIDUALS WHO ARE PRESENT MAY YIELD THEIR TIME TO ANOTHER INDIVIDUAL WHO HAS REGISTERED TO SPEAK, UP TO A MAXIMUM OF NINE (9) MINUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council desires to amend its rules governing public comments at City Council meetings.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS,**

**Section 1.** That the facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

**Section 2.** That the City Council hereby adopts the rules governing public comments at city council meetings contained in Exhibit "A" attached hereto and incorporated fully herein for all intents and purposes.

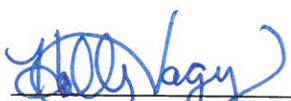
**Section 3.** That the City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**Section 4.** That this Resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Hutto, and it is accordingly so resolved.

**RESOLVED** this 3rd day of September, 2020.

**CITY OF HUTTO, TEXAS**

**ATTEST:**

  
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Holly Nagy, City Secretary



## Exhibit "A"

### Public Comments

- (1) Members of the public wishing to make general announcements, address a topic that is not included on the agenda, or address specific agenda items must do so under the "Public Comments" agenda item at the beginning of the meeting.
- (2) Members of the public wishing to address the city council in-person or by telephone must fill out the required sign-in form. The required sign-in form will be provided at the meeting location and online. Sign-in forms provided at the meeting location must be turned in to the city secretary prior to the meeting being convened and online forms must be completed at least fifteen (15) minutes before the meeting. If a person does not want to speak or if everything has been said by other speakers, they may elect to have their position notated for or against instead.
- (3) Instead of providing comments in-person or by telephone, members of the public may submit their written comments to the City's designated e-mail address at least three (3) hours before the meeting.
- (4) Sign-in forms or written comments that contain profanity will not be accepted.
- (5) Time limits. Except as waived or otherwise authorized by a vote of the City Council, the following time limitations shall apply to public comments:
  - (a) Public comment about non-agenda items. Members of the public signing up to speak about non-agenda items shall, when recognized by the presiding officer, have three (3) minutes to address the city council regarding non-agenda items. Comments on non-agenda items shall not be used by citizens as an additional comment period for agenda items. The presiding officer shall not be obligated to recognize a speaker for a second comment regarding non-agenda items.
  - (b) Public comment about agenda items. Members of the public signing up to speak about agenda items shall, when recognized by the presiding officer, have three (3) minutes to address the city council regarding agenda items, regardless of the number of agenda items. Speakers may express their opinions or viewpoints on an issue but are not permitted to participate in the debate on an issue.
  - (c) Members of the public wishing to read a letter from another member of the public will be allowed only three (3) minutes to read the letter and address their own comments.
  - (d) Members of the public addressing the council through a translator shall be allowed twice the amount of time allowed for a speaker under this section.
- (6) Yielding Time. Members of the public who are present may yield their time to another individual who has registered to speak, up to a maximum of nine (9) minutes. A speaker may receive yielded time from a maximum of two people present and may speak for a maximum of nine (9) minutes. An individual wishing to yield time to another speaker must be present when the speaker began to address the council and must specify the name of the speaker.