

EXHIBIT A

POLICY REGARDING PUBLIC COMMENT AND RULES GOVERNING CONDUCT AT MEETINGS OF THE BOARD OF DIRECTORS

I. PURPOSE

The purpose of this policy is to maintain order at meetings of the Board of Directors of Trails of the Lakes Municipal Utility District (the "District"); to provide a fair and orderly process for members of the public to address the Board; and to promote mutual respect and civility among Directors, District staff, consultants, and members of the public, and to ensure that the Directors, the District's consultants, and District staff have the space and access necessary to conduct District business. This policy is intended to promote open dialogue and constructive participation while maintaining consistency, fairness, and civility.

II. RULES GOVERNING PUBLIC COMMENT

- a) **Recognition.** Public comments are limited to individuals who have been acknowledged by the Board of Directors and who speak from the designated location.
- b) **Time Limits.** Each speaker is limited to a maximum of three (3) minutes, unless otherwise extended by the Board of Directors.
- c) **Sign-In.** No individual may address the Board without first providing his or her name and, if applicable, the subject on which the individual wishes to speak, to the Secretary or the District's designee.
- d) **Agenda vs. Non-Agenda Items.** Individuals speaking on agenda items shall restrict their comments to the subject matter listed and may speak during the public comment portion of the agenda or when the Board takes up that item. Individuals speaking on non-agenda items may only do so during the public comment portion of the agenda, and the Board may not deliberate or act on a non-agenda item except to (i) provide specific factual information, (ii) recite existing District policy, or (iii) propose placing the subject on a future agenda.
- e) **Addressing the Board of Directors.** All remarks by members of the public shall be addressed to the Board as a whole and not to any individual Director, District employee, consultant, or other member of the public, unless in direct response to a question from that individual.

III. RULES GOVERNING CONDUCT

- a) **Seating.** The area at or immediately surrounding the meeting table is reserved for the Directors, District staff, the District's consultants, and such other individuals as the Board determines are necessary for the conduct of the meeting. The District shall designate an area for public seating at each meeting, and members of the public shall be seated in that area for the duration of the meeting. A member of the public shall not occupy a seat at or approach the meeting table except when recognized by the Board to address it, when called upon to respond to a specific item of business, or when

otherwise invited to do so by the Board. The Board shall allow a member of the public to sit at the meeting table if a seat remains unoccupied but shall return to the public seating area of the meeting if any Director, District staff, District's consultant, or such other individuals as the Board determines are necessary for the conduct of the meeting enter the meeting.

- b) **Decorum.** Proper respect, decorum, and civility shall prevail at all times. No person attending a meeting shall engage in disorderly or boisterous conduct, including applause, whistling, stamping of feet, booing, or making any loud, threatening, profane, abusive, personal, impertinent, or slanderous utterance that disturbs, disrupts, or otherwise impedes the orderly conduct of the meeting. Threats, obscene or profane language, incitement of violence, or conduct that materially disrupts the meeting are prohibited.
- c) **Materials.** Signs, placards, banners, or other similar items that obstruct views, impede safety, or disrupt proceedings are prohibited.
- d) **Compliance.** All persons attending a meeting shall obey any lawful order of the Board of Directors intended to enforce this policy, including a request to return to the designated public seating area if seated outside it without having been recognized or invited under subsection (a) above.
- e) **Directors, Staff, and Consultants.** Directors, District staff, and consultants shall likewise treat all other Directors, staff, consultants, and members of the public with respect, and shall not make belligerent, personal, threatening, intimidating, abusive, profane, or disparaging comments toward any person during a meeting.

IV.

ENFORCEMENT

- a) **Authority.** The Board of Directors shall preserve order and enforce this policy in a uniform and even-handed manner.
- b) **Noncompliance and Removal.** A member of the public who declines to comply with a request made under this policy, or who is otherwise unruly, abusive, or disruptive to the conduct of the meeting, may be treated in accordance with Texas Penal Code § 42.05 and applicable provisions of the Texas Open Meetings Act, including removal from the meeting.
- c) **No Invalidation; Non-Waiver.** A breach of this policy shall in no event be a basis for the invalidation of any action taken by the Board. Enforcement or non-enforcement of this policy shall not be deemed a waiver of its terms.

V.

NO EFFECT ON RIGHT TO PARTICIPATE

This policy governs the manner and location of public participation at meetings of the Board. It does not limit, restrict, or condition any member of the public's right to address the Board on an agenda item under Section 551.007 of the Texas Government Code, to record the meeting under Section 551.023(a) of the Texas Government Code, or, if made available by the District, to participate remotely under Section 551.127(k) of the Texas Government Code.