

**TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1**  
**ORDER NO. 2014-1204B**  
**ORDER ADOPTING PUBLIC PRESENTATIONS POLICY**

STATE OF TEXAS §  
COUNTIES OF DENTON AND TARRANT §

WHEREAS, Section 49.057(g) of the Texas Water Code, as amended, provides that the Board of Directors may adopt rules to govern the affairs of the District;

WHEREAS, Section 551.023 of the Open Meetings Act provides that the Board of Directors may adopt reasonable rules to maintain order at their meetings;

WHEREAS, the Board of Directors desire to set forth a policy regarding visual presentations provided at public meetings by directors, staff, consultants, other entities, and members of the public to ensure the safety and security of person's in attendance and to maintain the security of the District's Information Technology network system.

**NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF TROPHY CLUB MUNICIPAL UTILITY DISTRICT NO. 1, THAT:**

Section 1. All presentation materials that are to be presented to and/or viewed by directors and the public either in paper form or through an audio-visual system owned or operated by the District must be reviewed and approved by the General Manager or his/her designee prior to the meeting. The General Manager's approval is based solely on the safety of an electronic file (i.e. scanned for viruses) and/or to ensure the content of the presentation does not contain violent, sexual, and/or vulgar content and is acceptable for all audiences.

Section 2. All presentations to be presented through an audio-visual system owned or operated by the District must be submitted electronically through a District designated website or other electronic means established by the District.

Section 3. Presentations submitted for review and approval must be provided to the General Manager at least two (2) business days in advance of the meeting date in accordance with procedures set by the General Manager to allow sufficient time for review and approval. Presentations will be placed on District equipment by District staff prior to the meeting and will be ready for presentation at the meeting. In limited situations, unforeseen circumstances may prohibit the General Manager from timely review of presentation materials for the impending meeting. In that instance, use of the presentation materials will be postponed until the next regular meeting.

Section 4. Presenters are required to provide the District Secretary with one paper copy of a presentation and/or presentation materials so these can be included as part of the official meeting records and failure to do so will result in denial of the use of District equipment and/or distribution of materials during the meeting.

Section 5. A speaker may request to have his or her presentation or supporting information provided to the Board. Speakers must provide 10 copies of any handouts or supporting information to the District Secretary not less than 15 minutes before the scheduled

meeting. District staff cannot make copies of paper materials to be provided to the Board.

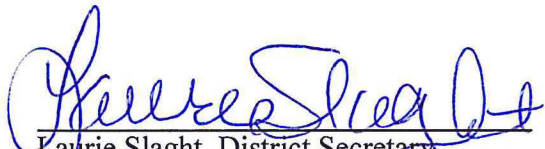
Section 6. All presentations, handouts, and other documents distributed and/or presented at District meetings are public records pursuant to the Texas Public Information Act and may be posted on the District's website and/or provided to the public upon request.

**APPROVED AND ADOPTED** on this 4th day of December, 2014.

  
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Jim Moss, President  
Board of Directors

ATTEST:

  
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Kevin R. Carr, Secretary  
Board of Directors

  
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Laurie Slaght, District Secretary  
Trophy Club Municipal Utility District No. 1

