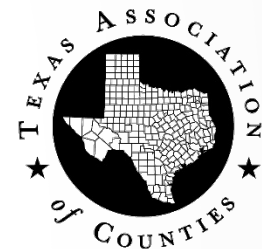


# OPEN MEETINGS ACT

Paul Miles, Associate General Counsel



**Questions? Give us a ring!**



# Why are we here?

1

## OMA

How to conduct public business without getting into trouble.



2

## Review

Review sample OMA notice.



# Open Meetings Act

Texas Government Code  
Chapter 551



# What is a meeting?



# Agenda Preparation

Commissioners Court  
Agenda

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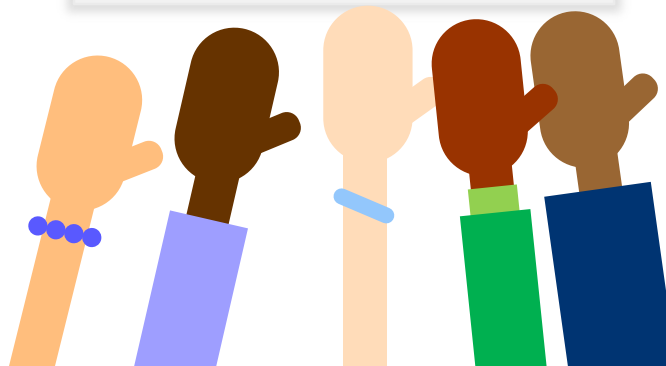
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# Notice of a Public Meeting



## Commissioners Court Agenda

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**72 HOURS**

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**COURTHOUSE & ONLINE**

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**DATE**

---

**HOUR**

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**PLACE**

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**ACTIONS**

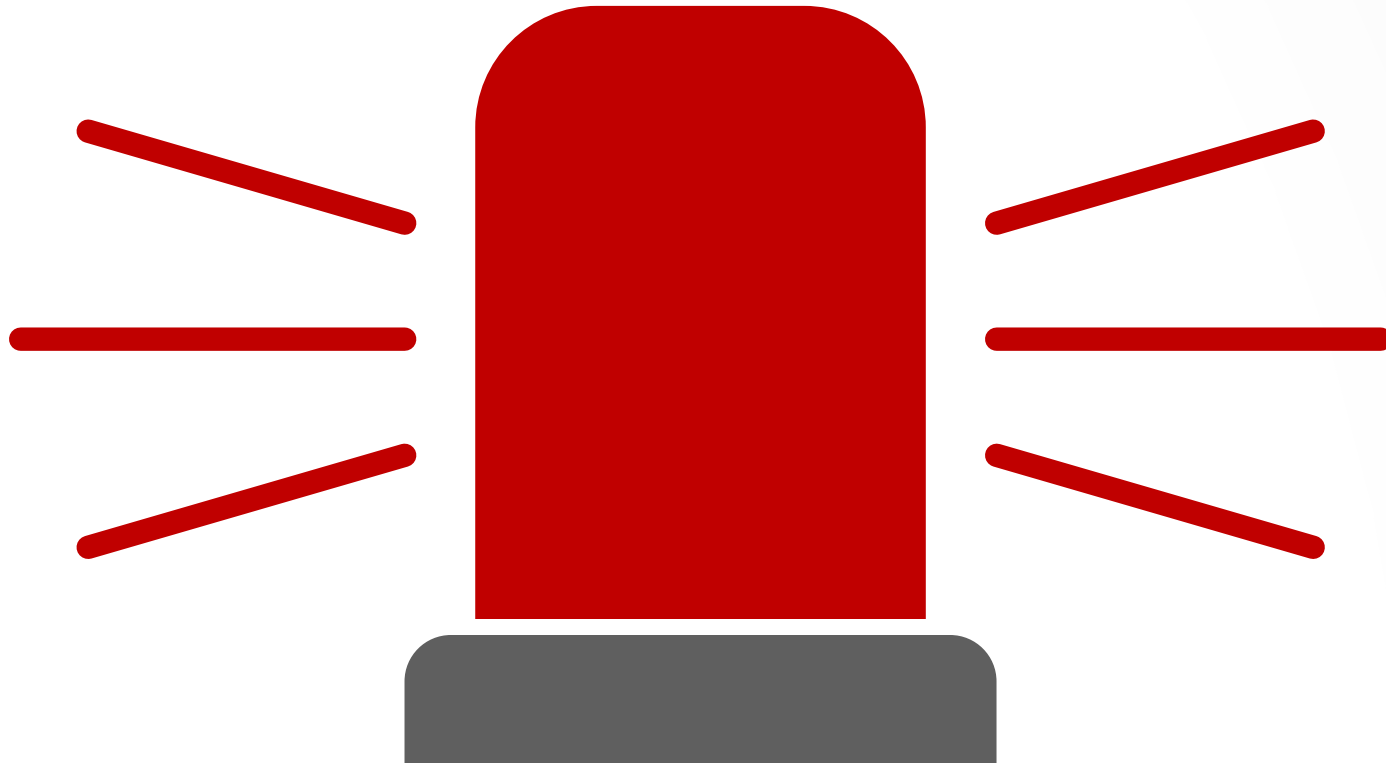
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# Discussion and Action





# Emergency Meeting



# Minutes

## Commissioners Court Minutes

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**SUBJECT**

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**VOTE**

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**ORDER**

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**DECISION**

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**ACTION**

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# Executive Session

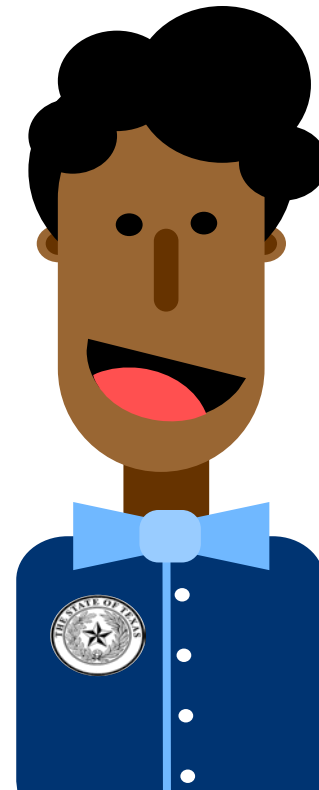


CONVENE



EXECUTIVE  
SESSION

# Exceptions



# Rights of the Public



**APPENDIX C  
PUBLIC PARTICIPATION FORM**

NOTE: This Public Participation Form must be presented to the County Clerk prior to the time the agenda item (or items) you wish to address are discussed before the Court.

\_\_\_\_\_  
County Commissioners Court  
Public Participation Form

Instructions: Fill out all appropriate blanks. Please print or write legibly.

NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_

PLACE OF EMPLOYMENT: \_\_\_\_\_

EMPLOYMENT TELEPHONE: \_\_\_\_\_

Do you represent any particular group or organization? Yes No (circle one)  
If you do represent a group or organization, please state the name, address and telephone number of such group or organization.  
\_\_\_\_\_

Which agenda item (or items) do you wish to address? \_\_\_\_\_

In general, are you for or against such agenda item (or items)? \_\_\_\_\_

Signature: \_\_\_\_\_

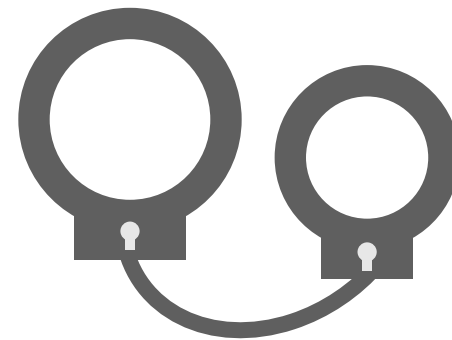
## Do's and Don'ts



## Penalties

**ACTIONS VOIDABLE**

**MISDEMEANOR**



2

## Review

Review sample PIA request and OMA notice.





# OMA NOTICE REVIEW

WHAT

WHEN

HOW



**SOMEWHERE COUNTY COMMISSIONERS COURT  
NOTICE OF COMMISSIONERS COURT MEETING**

**MONDAY, FEBRUARY 11, 2019, 10:00 A.M.  
SOMEWHERE COUNTY COURTHOUSE  
100 N. MAIN, SECOND FLOOR  
CITYVILLE, TEXAS**

**AGENDA**

**9:55 Invocation**

**10:00 Call to Order**

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

1. Consider approval of the minutes of February 7, 2019 Commissioners Court meeting.
2. Consider approval of accounts payable for Somewhere County.
3. Receive reports from the following county officials and departments and take appropriate action:
  - a. Treasurer
  - b. Auditor – report on results of Motor Vehicle Registration Fee Account
  - c. County Clerk
4. Consider approval of an interlocal cooperation agreement with the city of Cityville and the Cityville Independent School District related to law enforcement services.
5. Consider approval of the purchase of a 2019 Freightliner Dump Truck for Road and Bridge Pct. #3 from Jane Q. Public for an amount not to exceed \$90,000.
6. Consider approval of 2019 budget amendments for the following:
  - a. General Fund, Various Departments, Expenditures
  - b. General Fund, Sheriff's Office, Expenditures
  - c. Road & Bridge Pct. #1, Expenditures
7. Executive Session - Discuss legal issues related to open government matters (Private consultation with legal counsel – Government Code Section 551.071).
8. Public Comment (No Discussion or Action) – 5 minutes per speaker.

**Adjourn**

*The Commissioners Court may go into a closed session as permitted by the Texas Open Meetings Act, (Chapter 551 of the Texas Government Code) regarding any item on this agenda. Immediately before any closed session, the specific section or sections of the Open Meetings Act that provide statutory authority will be announced.*

**ELEMENTS**



SOMEWHERE COUNTY COMMISSIONERS COURT  
NOTICE OF COMMISSIONERS COURT MEETING

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Adjourn

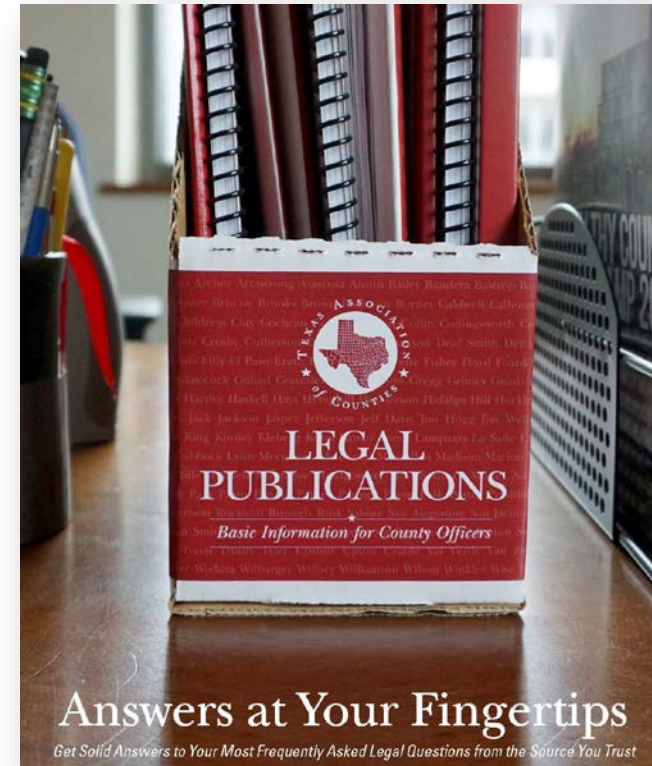
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CLOSED  
MEETING

# Training and Resources



[texasattorneygeneral.gov](http://texasattorneygeneral.gov)



[county.org/legalpublications](http://county.org/legalpublications)

**Questions? Give us a ring!**

