

VIRIDIAN MUNICIPAL MANAGEMENT DISTRICT RULES APPLICABLE TO COMMITTEES

The Board of Directors of the VMMD may establish committees and appoint members and residents to committees. Each committee shall have at least one but not more than 2, Board Directors on each committee.

Committees are appointed by the Board with the purpose of the committee assigned at the time of the committee's inception. Separate documents establish Committee names, purposes, and membership to allow revisions and updates as needed.

Committees shall be composed of Viridian residents in an effort to provide increased opportunities for citizen involvement on various boards and commissions, so that the Viridian residents may benefit from the ideas and enthusiasm of new participants. One Director representative shall be named to each committee in an ex officio capacity.

Restricted Functions

All committee members act as "advisors" to the Board and are not authorized to implement policies, rules, or procedures without Board approval. A committee is not authorized to commit to the expenditure of District funds without Board approval. Committees do not have the authority to enter into monetary agreements. Committees have no authority to \commit the District to any course of action.

The Board established "that each Director representative on a committee be allowed to recommend residents to the Board for vetting to participate in a temporary advisory capacity on their committee." This policy requires vetting by the Board for resident volunteers.

Eligibility

The vetting process begins with a resident being eligible to serve on a committee. All District property owners who are residents and eligible to vote in the District, and who are not in arrears in the payment of any taxes or other liability due to the District, are eligible for appointment or reappointment to a committee. A resident is eligible to vote if he or she is at least eighteen (18) years of age, a United States citizen, not mentally incapacitated and has not been finally convicted of a felony, in accordance with Texas Election Code § 13.001, as amended. A "liability due to the District" shall include but not be limited to a tax payment that is 90 days overdue and a payment plan is not in place; a municipal court citation for which a warrant or capias has been issued; or any other liability where the person has been provided notice that payment is due to the District and such payment has not been made within the prescribed time frame.

District employees shall not be eligible to serve on a committee unless the resolution creating the committee specifically authorizes such service.

Persons who are family members of a District Board member shall not be eligible to be appointed to a committee.

Persons who are serving on a Board or a committee of the Viridian Residential Association or Elements at Viridian Homeowners Association are not eligible to be appointed to a committee.

Persons who are candidates for any elected public office shall not be eligible to be appointed to a committee.

Committee Membership:

All committees shall be comprised of at least one, but not more than two Board members. Residents of the District are encouraged to participate on committees. Upon accepting an appointment to a committee, new members shall be presented and agreed to the terms and conditions contained in this document. When necessary, the Board may appoint Consultants with subject matter expertise to the Committee who are not residents.

Committee Types: The Board may establish Committees as one of two types:

- (a) Standing Committees – are formed to be permanently established for on-going review, discussion, and recommendations to the Board for actions for the District functions.
- (b) Ad Hoc Committees – are formed for single purpose functions to resolve issues in the District. Ad Hoc committees will be disbanded by the Board upon completion of their assigned tasks.

Committee Chair: In addition to appointing members to a Committee, the Board of Directors will be responsible for naming a Chair to lead the activities of the Committee. The Chair will consult with the Board to determine the agenda items for each Committee meeting. The Chair will determine whether the agenda or subsequent meeting minutes should be published.

Terms: Members of a committee will serve from the time of appointment by the Board until an annual review of Committee assignments. Each December, the Board will consider resident applications for appointment to committees. New appointments will become effective with the vote of the Board in the regularly scheduled meeting each January.

Replacement of Committee Members: The Board of Directors may make an appointment to the Committee to replace members out of cycle in the event a Committee member becomes ineligible to serve, is unable to serve, or wishes to resign their membership on the committee. All replacement appointments made after the annual review each December shall serve at least one year and thereafter with each annual review of committees.

Meetings of the Committee: Committees should meet as needed to fulfill the Committee Purpose. In accordance with Sec. 49.064 of the Texas Water Code, “a meeting of a committee of the board, ... where less than a quorum of any one board is

present is not subject to the provisions of the open meetings law, Chapter 551, Government Code.”

Reporting: Committees are to make their recommendations to the Board at regularly scheduled meetings unless the Board deems it necessary to call a special meeting due to the nature of the Committee’s findings. Committees shall give an oral or written report to the Board at least quarterly.

Minutes of Meetings: The Board acknowledges the need for transparency of certain Committee meetings as determined by the purpose or impact of the Committee to the quality of life of Viridian residents. If requested by the Board, the Chair of the Committee will arrange for the recording and publication of meeting minutes.