

COUNTY OF ANGELINA §

STATE OF TEXAS §

**RESOLUTION OF THE COMMISSIONERS COURT  
OF ANGELINA COUNTY, TEXAS  
ESTABLISHING METHOD FOR SUBMISSION OF  
PUBLIC INFORMATION REQUESTS BY ELECTRONIC MAIL**

WHEREAS, under the applicable provisions of the Public Information Act, located in Chapter 552 of the Texas Government Code, each and every elected official of Angelina County is designated as a public information officer for his or her office;

WHEREAS, each and every year, Angelina County's elected officials, as public information officers, receive large numbers of public information requests, submitted by electronic mail to their individual email accounts;

WHEREAS, these numerous electronic public information requests, which currently go to many different email addresses, are often not clearly marked or designated as information requests and generally arrive on a daily basis along with vast amounts of other email not related to public information requests;

WHEREAS, as a result of the multitude of electronic email addresses currently used by the public, as well as the mixture of the electronic information requests with other county email, the public information requests submitted by electronic mail can easily be unrecognized, overlooked, misplaced and not responded to in a timely manner;

WHEREAS, Angelina County wishes to ensure that public information requests, submitted by electronic mail, are all received, logged and responded to in a timely manner, all as required by the Public Information Act;

WHEREAS, Section 552.234 of the Texas Government Code authorizes a governmental body, such as Angelina County, to authorize the electronic submission of public information requests through the governmental body's Internet website;

WHEREAS, Section 552.234 of the Texas Government Code also allows a governmental body to designate a single electronic mail address for receiving written requests for public information;

NOW, THEREFORE, BE IT RESOLVED that Angelina County, Texas hereby authorizes the electronic submission of public information requests through the existing public information web portal located on the county's Internet website.

BE IT FURTHER RESOLVED that Angelina County, Texas hereby designates the existing public information web portal, which is located on the public information page of the county's Internet website, as the single electronic mail address through which Angelina County

and its elected officials will receive electronic mail.

BE IT FURTHER RESOLVED that, as required by the Public Information Act, Angelina County, Texas and its elected officials will also continue to accept public information requests submitted by both United States mail to the addresses posted on the county's website, and by hand delivery to the physical offices of the elected officials.

Passed, approved and adopted on this 14<sup>th</sup> day of March 2023, at a regular meeting of the Commissioners Court of Angelina County, Texas, held in compliance with the Open Meetings Act, at which meeting a quorum was present and voting.

**ANGELINA COUNTY COMMISSIONERS COURT**

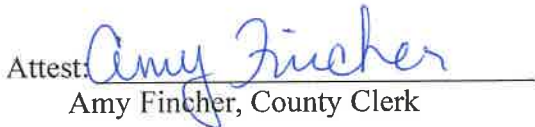
  
Keith Wright, County Judge

  
Kent Walker, Commissioner, Pct. #1

  
Kermit Kennedy Commissioner, Pct. #2

  
Terry Pitts, Commissioner, Pct. #3

  
Kenneth Jeffrey, Commissioner, Pct. #4

Attest:   
Amy Fincher, County Clerk



Sec. 552.234. METHOD OF MAKING WRITTEN REQUEST FOR PUBLIC INFORMATION. (a) A person may make a written request for public information under this chapter only by delivering the request by one of the following methods to the applicable officer for public information or a person designated by that officer:

- (1) United States mail;
- (2) electronic mail;
- (3) hand delivery; or
- (4) any other appropriate method approved by the governmental

body, including:

- (A) facsimile transmission; and
- (B) electronic submission through the governmental body's

Internet website.

(b) For the purpose of Subsection (a)(4), a governmental body is considered to have approved a method described by that subdivision only if the governmental body includes a statement that a request for public information may be made by that method on:

- (1) the sign required to be displayed by the governmental body under Section 552.205; or
- (2) the governmental body's Internet website.

(c) A governmental body may designate one mailing address and one electronic mail address for receiving written requests for public information. The governmental body shall provide the designated mailing address and electronic mailing address to any person on request.

(d) A governmental body that posts the mailing address and electronic mail address designated by the governmental body under Subsection (c) on the governmental body's Internet website or that prints those addresses on the sign required to be displayed by the governmental body under Section 552.205 is not required to respond to a written request for public information unless the request is received:

- (1) at one of those addresses;
- (2) by hand delivery; or
- (3) by a method described by Subsection (a)(4) that has been

approved by the governmental body.

Added by Acts 2019, 86th Leg., R.S., Ch. 1340 (S.B. 944), Sec. 6, eff. September 1, 2019.