

POLICIES AND PROCEDURES FOR PUBLIC COMMENT

The following Policies and Procedures for Public Comment were adopted by the Board of Directors of the North Harris County Regional Water Authority on June 10, 2000.

SECTION 1.1: STATEMENT OF GENERAL POLICY.

A. The Authority is required to comply with the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended (the "Act"), which generally requires that meetings of the Board be open to the public. Although the Act does not give the public the right to speak at such public meetings, it is the policy of the Authority to allow and encourage members of the public to speak and provide public comment at public meetings of the Authority during specifically allotted times, in accordance with the Procedural Rules of the Authority and the policies herein adopted by the Board (the "Policies").

B. It is the Policy of the Authority that any member of the public shall have a reasonable opportunity to be heard at all regular and special meetings of the Board in regard to any and all matters to be considered at such meetings that are germane and relevant to the Authority's affairs. Any member of the Board shall have the privilege of raising a point of order as to whether the subject matter to be presented by a member of the public is germane and relevant to the Authority's affairs to be considered by the Board. Decisions of the Board's presiding officer are final.

C. It is the policy of the Authority to act reasonably and not discriminate among members of the public on the basis of the particular views expressed, and it is the intent of the Board to apply and administer these policies in a nondiscriminatory manner.

SECTION 1.2: NOTICE. If the Board is aware, prior to a meeting, of specific topics to be raised during the public comment period, an item regarding the matter will be included on the agenda for such meeting. Otherwise, public comments will only be permitted during the specified time on the agenda. Members of the public may not participate in the discussions of the Board unless recognized by the Board's presiding officer.

SECTION 1.3: PUBLIC COMMENT CARD. Members of the public must complete and sign a Public Comment Card, the form of which is attached hereto as Exhibit "A", prior to the start of the meeting. When called upon by the presiding officer, the individual should stand at the place designated for public commentary and state his or her name and affiliation for the record.

SECTION 1.4: RESPONSE TO INQUIRY. In accordance with Section 551.042, of the Act, the Board shall make a limited response to any inquiry from members of the public about a subject not included on the posted agenda for the meeting, and no deliberation or decision making about the subject matter of the inquiry will occur at the meeting. Such matter will be placed on a future agenda if so determined by the Board.

SECTION 1.5: CONDUCT OF THE PUBLIC. All comments should be addressed to the Board as a whole and not to individual members. Members of the public shall refrain from making accusatory, condemnatory or threatening remarks to members of the Board, Authority employees, consultants, or any other member of the public present at the meeting. If a member of the Board feels that a member of the public is acting in such a way to threaten or endanger members of the Board, the Authority employees, consultants, or any other member of the public present at the meeting, the presiding officer may rule the individual out of order and terminate the public comment from such individual.

SECTION 1.6: TIME LIMIT. At each public meeting, the Board shall accept public comment from members of the public who wish to present comments for no more than two (2) minutes per person for a maximum of thirty (30) minutes per meeting, unless the entire Board agrees otherwise. Once the presiding officer indicates the time period of two (2) minutes has ended, the member of the public shall refrain from speaking any further.

SECTION 1.7: VISUAL AIDS. Members of the public wishing to display visual aids or distribute literature during the meeting shall contact the General Manager of the Authority prior to the meeting in order to facilitate the orderly presentation of such information or materials.

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