

1. **Right of Public to Address the Board of Directors (“Board”).** Pursuant to Section 551.007, Texas Government Code, each member of the public who desires to address the Board regarding an item on the agenda for an open meeting of PINK HILL WATER SUPPLY may do so in accordance with this policy. The right to address the board applies to any member of the public.

2. **Comment Procedure.**

- a. After the presiding officer calls the meeting to order, the public comment period will be the first item on the agenda before the Board discusses or acts on any other agenda item.
- b. The board will place the official sign-up sheet for the meeting at the system’s main office at the time notice for the meeting is posted. Which is the Friday before the meeting on each 3rd-Tuesday of each month, and in a conspicuous location at the meeting not later than 15 minutes before the presiding officer calls the meeting to order. Speakers may sign up to address the Board at any time before the presiding officer calls the public comment period agenda item, at which time the Board will collect the official sign-up sheet. Individuals may not address the Board or add their name or additional topics to the official sign-up sheet after the Board has collected it.
- c. Each speaker shall list their name on the official sign-up sheet, as well as the specific agenda item(s) they will be addressing. In addition to public comment on agenda items, the Board may also hear public comment on issues of general concern that are not on the agenda.<sup>1</sup> If a speaker wishes to address an issue that is not on the agenda, they shall indicate on the official sign-up sheet that they wish to speak on a matter of general concern.
- d. The Board will solicit speakers on each agenda item in numerical order. If the Board hears public comment on issues of general concern, those matters will be heard after the Board has received public comment on each item on the agenda. Speakers will be called upon in the order in which they appear on the official sign-up sheet.
- c. The public comment period will end after all individuals on the official sign-up sheet have addressed the Board.

3. **Time Limit for Public Comment.**

- a. Each speaker may address the Board for not more than 10 minutes per agenda item, unless the Board extends the time limit at the meeting. For matters of general concern, each speaker may address the Board for not more than 5 minutes per meeting.

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<sup>1</sup> Some systems may be required to hold a general public comment period by their bylaws, ordinances, or other governing documents.

