

MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT POLICY REGARDING NON-MEMBER INVOLVEMENT IN BOARD OF MANAGER MEETINGS

The rules governing the meetings of the Board of Managers hold that unless specifically invited to do so, non-members (members of the general public) are out of order if they address the chair or Board. To make the most efficient use of time, and yet balance the desire to allow reasonable and orderly citizen involvement, the Board hereby adopts the following policy:

1 Written Public Comment Is Encouraged

Any member of the public may, without limit, offer written public comment on any issue before the Board at any time. To be considered effective delivery of public comment, any written materials submitted to the Board must comply with the following:

- a. Written materials must be identified by the submitter's name, address and telephone number.
- b. For each original item submitted, there must be sufficient copies to provide the engineer with the original and each member of the board with a copy.
- c. For remarks addressed to issues raised at public hearings where testimony was taken under oath, then public comment addressing issues at those hearings must likewise be submitted under oath through affidavit form.

2 Orderly Oral Public Comment May be Invited

On matters it deems significant, the Board may invite persons in attendance to offer oral public comment on matters before the Board. When invited by the Board, oral public comment is allowed. The Board may restrict public comment in length and scope in its sole discretion. The Board will not receive public comment from persons involved in on-going litigation against the board, if those comments concern matters or issues touching on said litigation.

3 Requests to Address the Board of Managers (Appear on the Agenda)

The agenda of regular or special meetings of the Board of Managers is determined by the managers. The public may request to appear on the agenda and address the Board of Managers. Any request to appear on the agenda and address the Board must be submitted in writing on a form provided, must be received five (5) working days prior to the date of the meeting, and the request must specify:

- a) The topic or issue to be raised;
- b) The name, address and telephone number of the requester;
- c) The location of the specific parcel of land or drainage problem at issue;
- d) The amount of time the requestor intends to use.

Requests are then voted on by the Managers in the order that they are filed, and granted when approved by a majority of the managers. The Board of Managers reserves the right to deny a request or limit the length of any presentation. Only new matters not brought before the Board may be raised as agenda items, except with permission by the Board of Managers. The Board will not place on the agenda persons involved in on-going litigation against the board, if their topic or issue to be raised concerns any matter touching on said litigation.

**MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT
AGENDA REQUEST**

Name of Requesting

Person: _____

Address: _____

Phone Number: _____

2. I request to have the topic and/or issue listed below placed on the agenda for the Meeting scheduled for (date) _____

3. I wish to:

_____ Have the item heard on my documents only, without an oral presentation.

_____ Be allowed to make an oral presentation to the Board. I request to be allowed to use _____ minutes.

4. The specific topic and/or issue I intend to address is
(Provide as much detail as possible and attach supporting documents)

5. The location of the specific parcel of land or drainage problem at issue is:
(Attach map and/or photo if possible)