

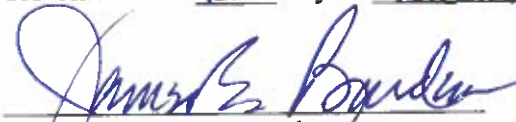
RULES OF PROCEDURE, CONDUCT AND DECORUM  
AT MEETINGS OF THE  
MEDINA COUNTY COMMISSIONERS COURT

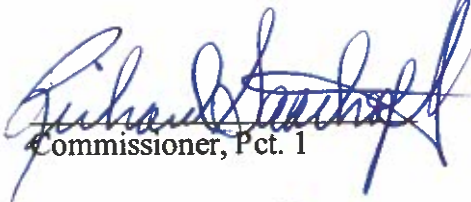
- I. All Regular, Special, Emergency and Executive Session Meeting of the Medina County Commissioners Court will be called and conducted in accordance with the provisions of the Texas Open Meetings Act, Chapter 551, and Government Code.
- II. Regular, Special, and Emergency Meetings of the Medina County Commissioners Court are open to the public and to representatives of the press and media. Executive Sessions of the Commissioners Court are not open to the public, the press or the media and only those individuals expressly requested or ordered to be present are allowed to attend Executive Sessions.
- III. The Medina County Commissioners Court currently meets in Regular Session on the second, fourth and fifth Mondays of each month. In order for a matter or issue to appear as an item on the Agenda of any regular Meeting of the Commissioners Court, a request must be filed with and approved by at least one member of the Commissioners Court and/ or the County Judge by 5:00 p.m. on Wednesday immediately preceding the next Regular Meeting of Commissioners Court.
- IV. The business of Medina County is conducted by and between the members of the Medina County Commissioners Court and by those members of the county staff, elected officials, department heads, consultants, experts, and or members of the public requested to be present and participate. While the public is invited to attend all meetings of the Commissioners Court (except Executive Sessions) the public's participation therein is limited to that of observers unless a member (or members) of the public is requested to address the Commissioners Court on a particular issue (or issues) or unless the member (or members) of the public completes a Public Participation Form and submits same to the clerk of the Court prior to the time the agenda item (or items) is addressed by the Court. A Public Participation Form is available in the Court's Meeting Room prior to the beginning of each meeting.
  - A. Each member of the public who appears before Commissioners Court shall be limited to maximum of three (3) minutes to make his/her remarks. Time for each speaker shall be maintained by the Clerk of the Court or such other designated representative of the Commissioners Court.
  - B. Maximum discussion by the public on any agenda item, regardless of the number of members of the public wishing to address the Commissioners Court on such agenda item (or items) shall be limited to thirty (30) minutes. In the event that more than ten (10) members of the public wish to address a particular item (or items), then only the first ten (10) members of the public recognized to speak shall be divided equally between those members of the public wishing to speak for the agenda item (or items) and those members of the public wishing to speak against the agenda item (or items). No sharing, reserving, or transferring of minutes among speakers is allowed.

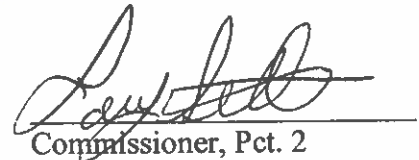
- C. In matters of exceptional interest, the Court may, by majority vote of the members of the Court in attendance at the meeting, either shorten or lengthen the time allocated for a particular member of the public, all members of the public and/or the amount of time allocated for all the agenda items and/ or a specific agenda item.
- D. It is the intention of the Court to provide an open access to the citizens of Medina County to address the Commissioners Court and to express themselves on issues of county government. Members of the public are reminded that the Medina County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Medina County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, all members of the public in attendance at any regular, Special and/or Emergency Meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court. Proper attire for men, women and children is mandatory. Those members of the public who are inappropriately attired and/ or who do not conduct themselves in an orderly and appropriate manner will be ordered to leave the meeting. Refusal to abide by the Court's order and/ or continued disruption of the meeting may result in a Contempt of Court Citation.
- E. It is not the intention of the Medina County Commissioners Court to provide a public forum for the demeaning of an individual or group. Neither is it the intention of the Court to allow a member (or members) of the public to insult the honesty and/ or integrity of the Court, as a body, or any member or members of the Court, individually or collectively. Accordingly, profane, insulting or threatening language directed toward the Court and/or any person in the Court's presence and/or racial, ethnic, or gender slurs or epithets will not be tolerated. Violations of these rules may result in the following sanctions:
1. cancellation of the speaker's remaining time;
  2. removal from the Commissioners Courtroom;
  3. a Contempt Citation; and/ or
  4. such other civil and/or criminal sanctions as may be authorized under the Constitution, Statutes and Codes of the State of Texas.
- V. The County Judge is the presiding officer of the Medina County Commissioners Court and is a fully participating member thereof. In the event of the absence of the County Judge, the designated member of the Commissioners Court (designated annually by vote of the Court) if present at the Regular, Special, Emergency meeting or Executive Session, shall serve as the Judge Pro-Tem of the Court. In the absence of both the County Judge and Judge Pro- Tem, the senior member of the Court who is present shall preside.

- VI. The County Judge (or designated Judge Pro-Tem of the Commissioners Court), as presiding officer of the Commissioners Court, is responsible for conducting all meetings and members of the public who have properly completed a Public Participation Form and submitted same to the Clerk of the court must wait to be recognized before they will be allowed to address the Court.
- VII. The Sheriff of Medina County, Texas, or his designated deputy, shall serve as the bailiff at all regular, special, and emergency meetings of the Court. In the event of the absence of the sheriff or his designated deputy, the Court shall appoint such other commissioned peace officer to serve as bailiff as may be necessary.
- VIII. From time to time, the Commissioners Court shall conduct town meetings and public hearings. The rules of procedure, conduct and decorum shall also apply to such town meetings and public hearings; however, the Commissioners Court may adopt such additional supplemental rules for such meetings as may be necessary and appropriate to conduct such meetings in an orderly, efficient and proper manner.
- IX. These Rules of Procedure, Conduct and Decorum at Meetings of the Medina County Commissioners Court shall be effective immediately upon adoption by the Court and shall remain in full force and effect until amended or repealed by majority vote of the the Commissioners Court.

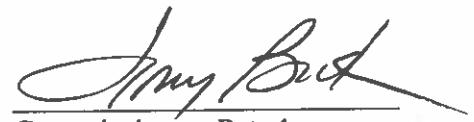
ADOPTED BY THE UNANIMOUS VOTE OF THE MEDINA COUNTY  
COMMISSIONERS COURT on this the 12th day of MARCH, 2012.

  
County Judge

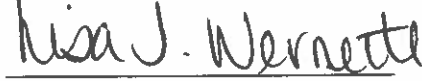
  
Commissioner, Pct. 1


  
Commissioner, Pct. 2

  
Commissioner, Pct. 3

  
Commissioner, Pct. 4

Attest:

  
County Clerk

By:   
Chief Deputy Clerk

