
LCRA BOARD POLICY

103 – PUBLIC INFORMATION AND COMMUNICATION TO THE BOARD, AND EXECUTIVE SESSION

Dec. 10, 2024

103.10 PURPOSE

LCRA is a political subdivision governed by its enabling legislation (Chapter 8503, Texas Special District Local Laws Code), LCRA bylaws and various other statutes, including several chapters of the Texas Water Code and Chapters 551 (Texas Open Meetings Act) and 552 (Texas Public Information Act) of the Texas Government Code. The purpose of this policy is to ensure LCRA has in place procedures that provide the public with an opportunity to understand issues facing LCRA, appropriate access to information and documents held by LCRA, and the opportunity to provide timely input to the LCRA Board of Directors.

This policy also establishes guidelines for maintaining confidential records of executive sessions of the LCRA Board and its committees.

103.20 POLICY

Public trust is critical to the success of LCRA operations. This trust must be based on appropriate access to public information and credible, two-way communications between LCRA and the public. LCRA will provide the public and the media with information pertaining to LCRA in an open and forthright manner. LCRA will provide information, within a reasonable amount of time, based on the best factual data available.

The LCRA Board values public input and will afford the public reasonable opportunity to provide written or oral comment on proposed Board actions. The Board will allow reasonable time for presentations and ensure consideration is shown to all members of the public attending any public meeting of the LCRA Board. The LCRA Board will conduct all of its meetings, including those in executive session, in compliance with the Texas Open Meetings Act.

LCRA will maintain records, in the form of certified agendas or audio tapes, as determined by the general counsel, of executive sessions of the LCRA Board and its committees as required by the Texas Open Meetings Act.

Public access to any records of LCRA will be in compliance with the provisions of the LCRA enabling legislation, the LCRA bylaws, the Texas Public Information Act and other applicable law.

103.30 PUBLIC COMMUNICATION TO THE BOARD AT BOARD MEETINGS

The LCRA Board will establish the procedures for presentations by the public during LCRA Board meetings. The general manager (GM)/CEO is directed to ensure the public has ready access to the procedures by posting and maintaining the procedures on the LCRA website.

103.40 EXECUTIVE SESSION RECORDS

The general counsel or his or her designee will be responsible for ensuring that all executive session records of the LCRA Board and its committees are preserved and kept under the control of the general counsel.

Except as required by court order, other applicable law or under the provisions of this section, no one other than an LCRA Board member will be granted access to executive session records. Requests for access or review of such records by an LCRA staff member or legal counsel retained to represent LCRA must be made in writing to the general counsel and must state the reasons for the request. Access to the records will be granted only by the general counsel. The general counsel will be responsible for maintaining the confidentiality of executive session records.

103.50 AUTHORITY

LCRA enabling legislation, Texas Special District Local Laws Code, Chapter 8503
Texas Government Code, Chapter 551
Texas Government Code, Chapter 552
LCRA bylaws, sections 2.01 and 2.11

EFFECTIVE: Dec. 13, 1984. Amended Dec. 12, 1991; March 22, 2000; April 20, 2005; Feb. 15, 2006; Sept. 17, 2008; Aug. 24, 2011; Sept. 21, 2016; and Dec. 10, 2024.