



TOMBALL LEGACY SQUARE ADVISORY COMMITTEE SOCIAL MEDIA POLICY

I. Purpose

This Social Media Policy provides clear standards for appropriate online conduct by members of the Tomball Legacy Square Advisory Committee (TLSAC). The purpose is to:

- Protect the integrity and credibility of the Committee's work
- Ensure consistent, accurate communication with the public
- Prevent misunderstandings or violations of the Texas Open Meetings Act
- Maintain public trust throughout the redevelopment process

This policy does not restrict a member's freedom of expression but provides guidelines for responsible communication.

II. Scope

This policy applies whenever members:

- Post, comment, or interact online regarding the Tomball Legacy Square project;
 - Engage in discussions that could be interpreted as representing the TLSAC, TEDC, or the City;
 - Are reasonably perceived as speaking in their capacity as committee members.
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III. Official Representation

Committee members agree:

1. No Unauthorized Representation

- Do not speak on behalf of the TLSAC, TEDC, or City unless formally authorized.
- Do not imply that personal views are official positions.

2. Clarifying Personal Opinions

When posting about the project, members should clarify that their views are personal.

3. Use of Official Channels

All official information, updates, and public announcements will be issued by TEDC staff through authorized communication channels.

IV. Prohibited Social Media Conduct

Committee members agree **not** to:

1. Conduct Committee Business Online

- Do not deliberate, debate, or attempt to influence decisions via social media.
- Avoid interactions that could constitute a “quorum,” which may violate the Texas Open Meetings Act.

2. Create Unauthorized Pages or Groups

- Do not create or manage unofficial social media accounts, pages, or groups representing the TLSAC or the Legacy Square project.

3. Share Non-Public Information

- Do not post draft materials, internal documents, or confidential information.

4. Misrepresent Committee Work

- Do not post misleading or incomplete representations of discussions or decisions.
- Avoid presenting preliminary ideas as final outcomes.

5. Engage in Disrespectful Conduct

- Do not post discriminatory, inflammatory, or harmful content.
 - Avoid personal attacks or online arguments related to committee work.
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V. Guidelines for Appropriate Online Engagement

When engaging online about the project, members should strive to:

- Maintain a factual, respectful tone
 - Encourage the public to participate through official engagement opportunities
 - Direct inquiries to TEDC staff or official channels
 - Consider whether a post could undermine public confidence before posting
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VI. Public Information & Media Inquiries

Committee members agree to:

- Refer media and detailed questions to TEDC staff
 - Avoid making commitments or assurances online about project decisions
 - Understand that social media content may be subject to public records laws
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VII. Compliance and Consequences

Members understand that:

- Violations of this policy may result in corrective action, including removal from the Committee
 - This policy supports transparency and legal compliance; it does not supersede state or federal law
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VIII. Acknowledgment and Certification

I acknowledge that I have received, read, and understand the Tomball Legacy Square Advisory Committee Social Media Policy. I agree to comply with the provisions contained herein and understand that failure to do so may result in corrective action, including removal from the Committee.

Name (Print): _____

Signature: _____