



Legislative Platform Procedures

SUBJECT: Legislative Platform Procedures
WRITTEN: December 11, 2007
ADOPTED: January 8, 2008
REVISED: January 22, 2013

Purpose

The City of San Marcos recognizes the need for an active State and Federal legislative program to ensure that the interests of its residents and businesses are protected and/or enhanced. The Legislative Platform is the foundation of a focused advocacy strategy.

Policy

It shall be the policy of the City of San Marcos to actively monitor and advocate for legislation as directed by the City Council to protect the City's interests and local legislative authority.

Procedure

The City Manager and/or designated staff within the City Manager's Office will monitor State and Federal legislation as directed by the City Council and take appropriate action when required to safeguard and/or advance the City's interests.

Each year, the City Manager and/or designated staff within the City Manager's Office shall submit a staff report to City Council regarding proposed legislative priorities. Said priorities shall reflect the inputs outlined in the following paragraph and will form the basis for the upcoming calendar year Legislative Platform. In addition, if there is a legislative need specific to the City of San Marcos, the City Manager's Office shall identify the item as a possible subject of legislation to be sponsored by the City of San Marcos.

The Legislative Platform shall be constructed and maintained using the goals and objectives of the City Council, a review of legislative priorities from the League of California Cities, input from City



Exhibit "B"

Council and City staff, research of current law and pending legislation, as well as discussions with local legislative staff and the City's legislative advocates. The City Manager and/or designated staff within the City Manager's Office shall compile the Legislative Platform to be considered prior to each legislative session. The proposed Legislative Platform, once adopted shall be effective for the following calendar year. Upon consideration, the City Council, by majority vote, may add, remove, or modify items within the Legislative Platform.

The City Manager's Office shall exercise day-to-day control over legislative matters once the Legislative Platform is approved by the City Council. Staff will review legislation, as warranted, and will characterize the City's position with respect to each along the following lines:

- **Support:** Legislation that the City should support as drafted.
- **Oppose:** Legislation that the City should oppose as drafted.
- **Oppose unless amended:** Legislation the City opposes unless amended.
- **Watch:** Legislation that the City should continue to monitor.

The term "Priority" may be used in combination with the above if the legislation is of particular concern to the City.

Following adoption of the Legislative Platform, staff within the City Manager's Office shall track applicable legislation and with the concurrence of the Council, may initiate letters, contact legislative staff, or speak on behalf of the City regarding legislation. Unless urgent in nature (required turnaround of less than 48 hours), letters of support/opposition must be signed by the Mayor. The City of San Marcos employs two state legislative advocates and one federal legislative advocate to work directly with lawmakers in support of the City's legislative priorities.

The City Council will receive written updates on warranted legislation on a monthly or as-needed basis from the City Manager's Office.

At the end of each legislative session, the City Manager's Office shall submit to City Council a written report summarizing activity on measures the City has taken a position on and/or those related to the City's Legislative Platform.