

<b>CITY OF MENIFEE</b> City Council Policy	Policy Number: CC-25  Approving Authority: City Council
<b>Subject</b>  <b>LEGISLATIVE PROGRAM</b>	Effective Date: August 5, 2020

**1. PURPOSE**

The primary purpose of a Legislative Platform is to adopt official City positions on matters affecting the City at the local, regional, State and Federal levels. The approved platform allows City staff and legislative advocates to address and track issues in a timely manner pursuant to established procedures. The Legislative Program consists of:

- Legislative Platform
- Policy & Procedures to coordinate advocacy efforts to influence results
- Legislative History
- Legislative Tracking

**2. BACKGROUND**

The platform was developed based on Meniffee’s historical actions (resolutions, minutes, letters) on legislative issues, policies and guiding principles from the League of California Cities, and departmental review.

**3. POLICY**

The Legislative Platform is comprised of seven departmental-like categories which incorporate related topics. The general policy statements reflect support or opposition on issues impacting the City’s ability to govern and provide essential municipal and community services.

**4. PROCEDURE**

The Legislative Program provides a process enabling the City Council, and staff to act timely in response to legislative proposals, utilizing the Legislative Platform and Legislative History. Ideally, the Legislative Platform will be reviewed regularly.

Legislation at both the State and Federal levels may be supported or opposed based on the approved Legislative Platform. In addition, positions of “Support if Amended” and “Oppose unless Amended” may be conveyed if concurrent with the Platform. The City may also provide a letter of concern or interest without taking a formal position on the legislation.

The City Manager will review requests to take positions on an issue. For approved requests in accordance with the Platform, a communication will be prepared for the Mayor’s approval and signature. Requests inconsistent with the Platform or silent on issues will be placed on a City Council agenda for consideration.

**LEGISLATIVE PROGRAM****5. ROLES AND RESPONSIBILITIES**

City staff will coordinate formal action through the City Council. In addition, staff will administer the Legislative Program by performing the following functions:

- Obtain input from City staff to identify matters of legislative importance and develop positions on legislation.
- Identify and develop positions for formal action by the City Council and communicate matters of legislative importance to the City Council through periodic updates.
- Review positions and analysis done by the League of California Cities, National League of Cities, legislative advocates, and local government/professional associations relative to positions.
- Track key legislation through the process.
- Convey the City's positions to Federal, State and County legislators and legislative staff.
- Draft and amend legislative proposals concerning the City.
- Actively engage and stay apprised of legislative trends and upcoming legislation.

**Revision History**

<b>Revision No.</b>	<b>Date Approved</b>	<b>Approved By:</b>	<b>Comments</b>
0	8/05/2020	City Council	

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Bill Zimmerman, Mayor