



# CITY OF TEMECULA

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## **POLICY AND PROCEDURES FOR LEGISLATIVE PROGRAM**

### **Purpose:**

The primary purpose of a Legislative Program is to coordinate and advance the City's legislative agenda to enhance its ability to govern and provide essential municipal and community services. The Legislative Platform is the mechanism through which the Legislative Program is administered. The Legislative Platform serves as a reference document for legislative positions providing guidance to the City Council, staff and the City's legislative advocates in considering legislative proposals introduced at the state and federal levels in a timely manner.

### **Policy:**

The Legislative Platform contains general policy statements and City-specific policy statements. The general policy statements reflect commonly-accepted positions on matters pertaining to local governance of general law and charter cities in the State of California. The City-specific policy statements reflect positions that the City of Temecula has directly and collectively taken action on in the past. All policy statements in the Legislative Platform are consistent with the policies outlined in the City of Temecula's governing documents (i.e., General Plan, Specific Plan, Quality of Life Master Plan, Trails and Bikeways Master Plan, Youth Master Plan, etc.)

### **Procedure:**

The Legislative Program ("Program") and Legislative Platform ("Platform") provide a streamlined process through which the City Council, staff and the City's legislative advocates can act in a timely manner in response to legislative proposals. The Platform provides an opportunity to identify specific priority areas of interest for the City and region that would benefit the community. The Platform is adopted annually at the beginning of the legislative year. The Platform is developed and maintained using legislative positions taken by the City Council, a review of legislative priorities from the League of California Cities and National League of Cities, input from the City Council and staff, research of current law and pending legislation, and discussions with local legislative staff and the City's legislative advocates.

Federal and state legislation consistent with the Platform may be supported by the City. Legislation inconsistent with the Platform may be opposed by the City. Positions taken by the City in addition to "Support" or "Oppose" may include "Support if Amended" and "Oppose Unless Amended". The City may also provide a letter of concern or interest without taking a formal position on a piece of legislation.

Initial requests to take positions on legislative matters will be reviewed and approved by the City Manager and/or designee. Approved requests that are consistent with the City's Platform will be coordinated for the Mayor's approval and signature. Requests that are inconsistent or silent in the City's Platform may be placed on an agenda for consideration by the City Council.

In addition to coordinating formal action through the City Council, staff will administer the City's Legislative Program by generally performing the following functions:

- Work with Department Directors and staff to identify matters of legislative importance and develop positions on federal and state legislative proposals and general matters of legislative interest.
- Communicate matters of legislative importance to the City Council through periodic updates, and identify and coordinate positions for formal action by the City Council.
- Review positions and analysis done by the League of California Cities, National League of Cities, legislative advocates, and local government/professional associations in formulating positions.
- Monitor and track key bills through the legislative process utilizing the City's advocacy services, legislative websites, and government/professional associations.
- Communicate the City's positions to federal, state, and county legislators.
- Participate as needed in the drafting and amending of legislative proposals that significantly impact the City.
- Work with the League of California Cities, National League of Cities, legislative advocates, other cities and local government/professional associations on legislative matters of mutual concern.
- Participate and attend legislative briefings and meetings to actively engage and stay apprised of legislative trends and upcoming legislation.