
City Council Regular Meeting

DEPARTMENT: City Manager's Office
FROM: Janalea Hembree, Assistant to the City Manager
MEETING: February 17, 2024

SUBJECT:

Consider and take possible action on a contract with Focused Advocacy for legislative services in the amount of \$72,000. (*Staff Contact: Janalea Hembree, Assistant to the City Manager*)

SUMMARY:

Per the terms of the agreement, Focused Advocacy will provide the following services:

- a. Represent the City's general interests before the Texas legislature as guided by the City's publicly adopted legislative positions and agenda;
- b. Provide general guidance and assistance to the City to develop a legislative agenda that advances the health, safety, and welfare of the City's citizens;
- c. Develop strategies to gain public for support the City's legislative and regulatory goals;
- d. Develop strategies to advance the City's legislative and regulatory goals within the legislative process;
- e. Work to pass legislation the City deems positive to the public health, safety, or welfare of its citizens, as determined by the City's adopted legislative program, and subject to approval of the City Manager;
- f. Work to defeat legislation the City deems detrimental to the public health, safety, or welfare of its citizens;
- g. Provide the City staff and Council with timely updates regarding the status of pending legislation;
- h. Utilize proprietary software to help the City monitor the progress of legislation that affects the City;

- i. Advise and inform the City of upcoming legislative committee hearings (both during the legislative session and the interim);
- j. Assist with the preparation and drafting of legislation and amendments;
- k. Assist with the development and drafting of letters, speeches, and other advocacy materials;
- l. Assist with the preparation of City officials who testify before legislative bodies; and
- m. Attend and monitor on the City's behalf legislative hearings, agency hearings, stakeholder meetings, TML meetings, and interim legislative committee hearings;
- n. As directed, represent the City's interests before the regulatory bodies of Texas and various state agencies of the Texas executive branch by informing the City of key state agency hearings.

The contract term is for 8 months, with the option to extend two additional one year periods. The city has the option to cancel the contract with 30 days' written notice.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

These services are a budgeted expense and the contract is within budgeted allocation.
Previous contract expired 01/31/2025

FISCAL IMPACT:

Account Number(s): 1011002.62016
Fund: 101
Account Description: Legislative Consulting Service

STAFF CONTACT:

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