

CITY OF DRIPPING SPRINGS

RESOLUTION 2015-03

A RESOLUTION OF THE CITY OF DRIPPING SPRINGS, TEXAS ADOPTING A POLICY PROVIDING GUIDELINES AND STANDARDS FOR CITY INTERACTION WITH THE TEXAS LEGISLATURE, STATE GOVERNMENT, AND FEDERAL GOVERNMENT, AND DIRECTING THE CITY SECRETARY TO FILE A COPY OF THE POLICY AMONG CITY RECORDS

WHEREAS, the City of Dripping Springs ("City") may interact with the Texas Legislature and state and federal government in order to convey the City's position on city matters; and

WHEREAS, the City Council of the City of Dripping Springs ("City Council") seeks to implement a policy to take a formal, unified position on city matters; and

WHEREAS, the City Council wishes to designate the Mayor and certain city staff with duties and responsibilities associated with legislative matters; and

WHEREAS, the City Council finds that enacting precise guidelines and standards for who may advocate on behalf of the City will encourage uniformity of practice and promote consistency; and

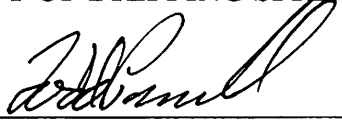
WHEREAS, the City Council finds that the following rules and standards are reasonable and necessary for use by the City on legislative matters.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dripping Springs, Texas, that:

1. The foregoing recitals are incorporated into this Resolution by reference as findings of fact as if expressly set forth herein.
2. The City Council hereby approves the Legislative Communications Policy ("Policy").
See Exhibit A.
3. The City Council directs the City Secretary to file a copy of the approved version of the Policy among City records.
4. The meeting at which this Resolution was passed was open to the public, and public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

PASSED & APPROVED, this 18th day of November 2014, by a vote of 5 (*ayes*) to 0 (*nays*) to 0 (*abstentions*) of the City Council of the City of Dripping Springs.

CITY OF DRIPPING SPRINGS:

by: 

Todd Purcell, Mayor

ATTEST:



Kerri Craig, City Secretary

Exhibit A

Legislative Communications Policy

Legislative Communications Policy

City of Dripping Springs

A. Purpose

This policy of the City of Dripping Springs City Council is to serve as a guide for City in its interactions with the Texas Legislature and local, state and federal governmental agencies, including formulation of positions taken by the City or representations conveyed to the Legislature or governmental agencies on the City's behalf. Any references to the Legislature throughout this Policy also includes any governmental agencies.

B. Implementation

1. **City Administration:** It is the duty of the City Administrator, Deputy City Administrator, and City Attorney to keep the Mayor and City Council informed on legislative matters, and on any inquiries or concerns expressed by lawmakers about City's activities and policies. This duty does not extend to apprising the Council of contacts related to routine business issues.

City Administration will present a legislative report immediately prior to each regular legislative session. Status reports will be provided to the City Council throughout each session. Those updates should identify legislative issues affecting the City so that the City Council can consider adopting *Positions on Legislation* for those issues.

2. **Mayor:** The Mayor is the legislative director for the City of Dripping Springs. The Mayor is responsible for overseeing staff's briefings of the City Council, prioritizing the City's *Positions on Legislation*, and communicating with the Legislature on the City's behalf.
3. **City Council:** It is the responsibility of the City Council to take Positions on legislation of interest to City in a timely manner. It is the responsibility of each councilmember, to quickly inform the Mayor and City Administration so the City can react promptly.

C. Positions on Legislation

1. **Official Designation:** The City may take a formal stance on particular legislation (i.e., pending or proposed bills), or on classifications of draft legislation. A *Position on Legislation* may include Supporting, Opposing, Neutral, or some variation. To be characterized as a *Position on Legislation*, a Position must first have been approved by the City Council, or be deemed by the Mayor to be in accordance with existing Council policy or Positions. All Positions proposed by any City commissions, committees, or boards must also be approved by the City Council or the Mayor, in accordance with existing Council policy or Positions, prior to being advocated to the Legislature on the City's behalf.
2. **Advocacy:** Only those who have been expressly authorized in writing by the Mayor or the City Council may advocate positions on pending or proposed legislation on behalf of the City. Unless otherwise authorized by a vote of the City Council, the Mayor has responsibility for presenting Council-approved *Positions on Legislation* to the

Legislature, or to any state or national association of which City is a member. In the Mayor's absence, the City's *Positions on Legislation* may be conveyed by the Mayor Pro Tem, City Administrator, Deputy City Administrator, or City Attorney. The City Council may retain the services of professional lobbyists when deemed in the best interest of the City and its citizenry. Upon approval of the City Council, a professional lobbyist may present the City's *Positions on Legislation* to the Legislature. The City may utilize the services of municipal coalitions or professional associations, such as the Texas Municipal League, or lend the City's support to such coalitions or associations when consistent with the City's *Position on Legislation*.

3. **Free Speech:** This policy does not limit and is not intended to affect the Constitutional rights of any City official (appointed or elected), to express their individual opinions on legislative affairs, provided they make clear they are not speaking for the City. If a member of the Council or City staff includes language in communications substantially as follows, that person will be deemed to have made it clear they are not speaking for City: "The views expressed herein/today are my own personal views, and do not represent the official position or policy of City or the City Council".
4. **Disclaimer:** If circumstances do not permit formulation of a *Position on Legislation*, any response to the Legislature from the City must state that it does not reflect the official stance of City's Council or any City Council action, and that the response is subject to review and approval of the Council.
5. **Unofficial Stance:** Certain quickly developing situations may require action by or a response from the City before approval of a *Positions on Legislation* by the full City Council. However, the Mayor must approve any such action or response, and must present the matter to the City Council at the earliest possible date. Such presentation shall occur before the action is taken, if possible, even if circumstances do not allow a meeting to be called and a *Position on Legislation* to be formally adopted before the action or response.
6. **Testimony:** Formal testimony before any committee or subcommittee of the Legislature on behalf of the City must first be approved by the Mayor in coordination with City Administration.
7. **Resource Information:** City officials may convey factual information to any branch of the government or representatives thereof on behalf of the City, and shall immediately inform the Mayor of any such communication.

D. Enforcement

Failure to abide by this policy may result in a reprimand by the City Council (public or private).