

A POLICY RESOLUTION

establishing a revised policy for intergovernmental relations.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. Policy Resolution 11-12A adopted on February 6, 2012, which established a policy for intergovernmental relations, is hereby repealed.

SECTION 2. The City Council of the City of Columbia, Missouri, hereby establishes the following intergovernmental relations guidelines.

A. Objective: The objective of the City of Columbia's intergovernmental relations policy is to keep the City Council, community and staff fully advised of proposed legislation, policies, rules and budget actions with a potential impact upon the City. The intent is to take timely and effective action to support or oppose proposals affecting the City at state and federal levels. The City Council may take the initiative to seek new legislative or executive actions that benefit the community including, where a partnership is appropriate, actions also supported by the Boone County Commission, the University of Missouri and other partners.

B. Foundation for City Council actions: Columbia's Community Vision, accepted by City Council on February 4, 2008; the City of Columbia, Missouri Strategic Plan adopted by City Council on September 17, 2012 and, thereafter, as amended or revised; the City budget, adopted annually by the City Council before October 1st; and information on legislative and funding risks and opportunities that flows through City Council members, citizens, boards and commissions, City staff members, the City's contract lobbyist, other public entities, legislators, associations, interest groups and others.

C. Overall guiding principles: The City Council may consider communicating the City's position on legislation, policies, rules and budgets when those proposals have the potential to:

1. Affect the City's ability to live within its financial means or draw upon local revenue sources;
2. Impose new mandates without new funding;
3. Affect local government discretion, in balance with City values and priorities;
- or
4. For any other reason the City Council deems appropriate.

D. City Council – authorizing role: The City Council is the official voice of the City of Columbia and the final authority for determining the City's need to initiate or take a position on legislation, rules, policies and budget actions. The Council may direct the City Manager to draft proposals, as needed. Written communication with other elected officials may be signed by:

1. The Mayor;
2. The Mayor pro tem, if the Mayor is not available;
3. Another Council member, if neither the Mayor nor the Mayor pro tem is available; or
4. The City Manager.

If a proposal primarily affects the City's operating procedures, the communication may be initiated and signed by the City Manager or the Manager's designee and, if appropriate, the head of the City office most directly affected.

When immediate communication is needed, due to timing or the nature of the issue, the Mayor may sign a letter supporting or opposing legislation on behalf of the City or may authorize the City Manager to do so. The position should be generally consistent with the City's guiding legislative principles or with annually adopted priorities.

1. If the Council has previously adopted a position directly related to the issue, the City Manager's Office prepares a letter for signature.
2. If there is no Council policy related to the issue, if it is controversial or if there is significant local interest, the City Manager may refer it for City Council consideration.

Council members may consider background information provided by staff members and others to determine the Council's position, and then provide direction to staff.

If an issue must be addressed between Council meetings, the Council shall be informed through Current Events messages.

This policy is not intended to limit an individual Council member's communication on these issues.

E. City Manager's Office – administrative role: The City Manager's Office coordinates intergovernmental relations activities according to Council direction. The City Manager may designate one or more staff members to manage this work. Responsibilities include:

1. Ensuring consistent policy and practice throughout City offices.
2. Ensuring that City Council members are continuously aware of intergovernmental activities.
3. Serving as a clearinghouse for all City intergovernmental relations activity and information.

4. Coordinating contacts and communications with legislators, staff and contract lobbyists.
5. Coordinating the evaluation of proposed legislation that may affect the City.
6. Encouraging suggestions from City staff members concerning subjects for legislative action.
7. Recommending priorities for legislative action to get greatest return for effort.
8. Maintaining legislative files (bill texts, correspondence, records of lobbying activity, background information, Council policies).
9. Serving as liaison to Missouri Municipal League, National League of Cities and other organizations and jurisdictions concerning intergovernmental relations.

F. City Offices – technical role: City offices may be asked to assess legislative, policy and fiscal impact in a timely manner and to identify legislative and funding risks and opportunities, with the following responsibilities:

1. Informing the City Manager or the Manager's designee of important legislative, policy, rulemaking and funding issues.
2. Designating a key contact responsible for coordinating issue review and information gathering and assuring continuing communication with the City Manager or the Manager's designee.
3. Establishing a system to assure that requests for information are handled in a timely manner.
4. Preparing materials as requested by the City Manager or the Manager's designee.
5. Suggesting organizations, individuals, publications and other legislators who may be allies in communicating the City's position and who may be opposed to various issues.

G. Consultants – special expertise: The City may contract with consultants in order to address special priorities and maintain continuing relationships with legislators and administrative officials.

A City employee may not lobby in the name of the City of Columbia unless:

1. There is advance notice of this activity;
2. It has been approved by the City Manager and the head of the City office where the employee works; and
3. The employee is registered as a lobbyist with the Missouri Ethics Commission and, if required, with other governmental agencies.

ADOPTED this _____ day of _____, 2013.

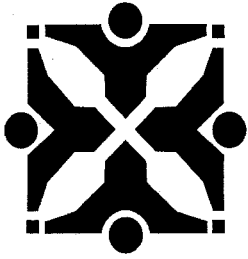
ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor



Source: City Manager

Agenda Item No:

To: City Council

From: City Manager and Staff

Council Meeting Date: Jan 7, 2013

Re: Intergovernmental Relations Policy for 2013

EXECUTIVE SUMMARY:

The proposed amendments are intended to clarify the policy Council adopted in 2012. Major proposed changes include incorporating a reference to the City's strategic plan; separating Council policy statements from City operating procedures; and adding specific guidance for City Manager actions. All changes are discussed in the paragraphs below.

DISCUSSION:

Section 2.A expands partnership options to include the University of Missouri and other partners

Section 2.B, the foundation for City Council actions, replaces a reference to core values with a reference to the City's strategic plan. The plan includes and is more comprehensive than the core values, and the change aligns the strategic plan and the intergovernmental relations policy.

Section 2.C replaces the current statement of overall guiding principles with a new section that is reflected in the current policy and is not included in the Community Vision and strategic plan.

Section 2.D is renumbered. It clarifies the City Manager's ability to initiate communications affecting City operating procedures and adds a provision stating that an individual Council member is not prohibited from communicating with others on the issues covered by the policy.

Sections 2.E and 2.F are renumbered.

Section 2.G clarifies the City's ability to contract with legislative consultants, if needed, and notes that there may be times when an employee needs to register with both the Missouri Ethics Commission and other agencies. Federal agencies, for example, frequently require disclosure of expenditures for any person who is employed as a lobbyist

The Procedure for Coordinating State and Federal Legislation is deleted, being more appropriately issued as an internal operating procedure for City employees.

FISCAL IMPACT:

None at this time.

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

Columbia's governance is a model of transparency, efficiency and citizen participation that enjoys the strong confidence of its residents.

SUGGESTED COUNCIL ACTIONS:

Adopt the policy amendments as proposed or as further amended to reflect Council's wishes. Provide any other guidance for the City Manager's and staff's work on intergovernmental relations.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Expands an existing program?	No	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	Yes
One Time	\$0.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	10.1
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	10.1.9
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	