



# POLICY

## Dublin San Ramon Services District

<b>Policy No.:</b>	P100-14-6	<b>Type of Policy:</b>	Board Business
<b>Policy Title:</b>	Legislative Advocacy		
<b>Policy Description:</b>	Taking Positions on Federal and State Legislation and City and County Ordinances		

<b>Approval Date:</b>	Aug 19, 2014	<b>Last Review Date:</b>	2014
<b>Approval Resolution No.:</b>	48-14	<b>Next Review Date:</b>	2018
<b>Rescinded Resolution No.:</b>	55-03	<b>Rescinded Resolution Date:</b>	Nov 18, 2003

It is the policy of the Board of Directors of Dublin San Ramon Services District:

It is the policy of the District to take positions, when appropriate, on Legislation and furthermore, that the District's position on Legislation shall be developed in accordance with the procedures set forth below.

In furtherance of the above policy, the following process shall be used to determine when and how the District will take a position on Legislation:

1. The General Manager shall periodically review pending Legislation and assess its applicability to the District. The General Manager shall take advantage of the District's membership in CASA, ACWA, WaterReuse, CSDA, AWWA, WEF and the Chambers to become aware of Legislation which may be applicable to the District. The General Manager may also use other resources and sources of information to become aware of Legislation which may be applicable to the District.
2. The General Manager shall characterize applicable Legislation as either having direct and significant bearing on the District, being of only general interest and applicability to the District, or of having no interest or applicability to the District.
3. If Legislation has a direct and significant bearing on the District, the General Manager shall present the Legislation to the Board, along with a recommendation from the General Manager for the position to be taken by the District and for the manner in which the District will express that position.
4. If Legislation is of only general interest and applicability to the District, and a position has been taken on the legislation by one of the organizations in which the District is a member such as but not limited

to CASA, ACWA, WateReuse, etc. (“Member Organization”) and that Member Organization requests that the District take action advocating its position, the General Manager may, in consideration of the need for the District to actually take a position on the Legislation given the District’s interest, and in further consideration of available District resources, take the position advocated by the Member Organization on behalf of the District. If the General Manager does so, a summary of the actions taken and the correspondence sent in support of positions taken by a Member Organization shall be communicated to the Board of Directors as soon as practical.

5. If legislation has a direct and significant bearing on the District, the District’s Board of Directors, in consideration of the General Manager’s recommendation, shall determine the position to be taken by the District and the manner in which the District will express that position.
6. If, in the General Manager’s opinion, it becomes necessary for the District to express its position on direct and significant Legislation, and if there is insufficient time for the procedures set forth herein to be followed, the General Manager shall draft a letter stating the District’s position on the Legislation and circulate said letter to all Board Members requesting comment before the end of the ensuing business day. In the event that at least two Board Members object to the position proposed by the General Manager, a special meeting of the Board of Directors shall be scheduled to review the position proposed by the General Manager. In those very rare instances that the General Manager determines that it is critical for the District to take a position on Legislation and there is insufficient time in which to either circulate a draft letter as above and/or to schedule a special meeting of the Board as described herein, the General Manager is hereby authorized to state a position of the District that he/she believes to be in the overall best interests of the District after due consideration of input he or she may have received from any Board Member, and is hereby directed to notify all members of the Board of Directors of his or her actions as soon as practicable.
7. If the District takes a position on Legislation, it shall be one of the following positions which positions shall have the meaning described:
  - A. Support: The Legislation, if passed, will have a direct, significant and positive effect on the District.
  - B. Support if Amended: The Legislation, if amended to address specific shortcomings identified by the District, will have a direct, significant and positive effect on the District.
  - C. Neutral: The Legislation does not have a direct, significant and positive or detrimental effect on the District. The District may identify its position as neutral if asked.
  - D. Oppose Unless Amended: The Legislation, unless amended to address specific shortcomings identified by the District, will have a direct, significant and detrimental effect on the District.

