

MEMO

To: City of Cupertino
Legislative Review Committee

From: Townsend Public Affairs, Inc.

Date: October 8, 2021

Subject: Draft Schedule for Special Council Meeting with Legislators

The City's local legislators have been invited to participate in a Special Meeting of the City Council to provide a legislative update to Council. This meeting is intended to provide the City's local legislators an opportunity to highlight their activities from the recently concluded 2021 legislative session, as well as to provide information on priorities that they are considering for 2022. This meeting also provides an opportunity for the City Council to communicate directly with the members of the Legislature regarding the City's legislative priority development process, and items that may be of interest to the Council in 2022. The scheduling of this meeting is pending the availability of our local legislators and currently 10/21, 10/27, and 10/28 dates are being considered.

Below is a draft schedule for the Special City Council Meeting. This schedule is meant to serve as an example of how the Special Meeting could be structured.

DRAFT SCHEDULE

6:30pm – Convene Meeting

6:35pm – Introductory Remarks by Mayor and Chair of Legislative Review Committee

- This would provide an opportunity for the Mayor/LRC to provide context and purpose for the meeting.

6:45pm – Legislative Update

- Provide an opportunity for each legislator to update the Council on highlights from the legislative session.

7:15pm – Cupertino Legislative Priority Development Process

- Provide an overview of the process for the City to develop legislative priorities for the 2022 legislative session.
- Provide Councilmembers with an opportunity to discuss any legislative priorities they would like to be considered for 2022.

7:30pm – Legislators' Legislative Priorities for 2022

- Provide an opportunity for each legislator to update the Council on their priorities for the upcoming legislative session
- Overview of each legislator's area of emphasis

7:50pm – Public Comment

8:00pm – Estimated end time