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**HOME BUILDERS**  
ASSOCIATION  
of  
METRO DENVER®

## CAHB Legislative Protocol

### Intent

The legislative protocol has been developed in the spirit of cooperation, recognizing that common goals exist for both state and local HBAs. Among these are the betterment of the housing industry, and service to members. The following policy recognizes that a key in achieving these goals is a cooperative, unified government affairs program between the local and state levels. It is also recognized that each level is equally important and interdependent on the other. Each level must, however, function within its own political climate, which necessitates a degree of autonomy. To best achieve common goals, yet allow for the necessary flexibility, it is important to clarify the roles and responsibilities of the state and local HBAs, their leadership, members and staff in developing, promoting and implementing legislative responses to the legislative issues facing the home building industry.

### Legislative Agenda

No later than July 1<sup>st</sup> of each year, each local HBA will provide the CAHB Government Affairs Committee with a detailed written request of proposed legislative issues for which CAHB should seek state legislation. The issues should be:

1. Of statewide concern, or a local situation which can most effectively be remedied by passage of state law;
2. Supported by statistics, reports, or other quantifiable information, and/or attributable anecdotal information; and
3. Backed by local members who are committed to being available for activities such as presenting testimony, answering technical industry related questions, attending policy creation meetings, and other actions necessary to the bill's success.

By 30 days prior to the Fall Board of Directors meeting, the CAHB Government Affairs Committee will develop a list of legislative priorities in response to the collective recommendations of local associations, industry leadership, CAHB lobbying team and others. The legislative agenda for the forthcoming session may propose:

1. Proactive legislation;
2. Reactive legislation such as known "bills to kill"; and
3. Other priorities as necessary

The agenda will be presented at the CAHB Board of Directors for its review and consideration and a final legislative agenda will be adopted at the Fall Board meeting.

The CAHB legislative committee may recommend, and the CAHB board may approve, amending the agenda as necessary during the legislative session in response to additional priority proposals or issues. The CAHB leadership

and staff will seek to involve interested local associations in considering changes to the adopted agenda by direct contact and through the involvement of local association members in the CAHB leadership and on the legislative committee.

### **Legislative Strategy**

The CAHB Government Affairs Committee, with input from the lobbying team and local associations shall determine the most effective strategy to assure the success of industry-sponsored legislation. Such strategy may include:

1. Taking positions on bills
2. Drafting and review of proposed legislation and amendments
3. Discussion of appropriate bill sponsors
4. Coordination of committee hearing testimony
5. Identification of allied organizations for support and assistance on specific legislative issues
6. Fundraising as necessary to ensure the passage/defeat of specific legislation

It is understood that during the legislative session, there is frequently a need for rapid decision-making and subsequent action; the CAHB staff will rely upon member "experts," attorneys and others with knowledge of the issues. Such decisions will be made within the context of recognized strategy and policy.

### **Communications Strategy**

The CAHB Government Affairs Committee and lobbying team will rely on local HBAs for assistance during the session. CAHB may ask local HBAs for the following:

1. Contact lists: The CAHB relies on the assistance of local associations to provide members (constituents) who are willing to make contact with legislators during the legislative session. The purpose of the contact list is to advance the CAHB position on specific legislation or amendment(s) to a specific bill. The CAHB staff will provide appropriate information that can be relayed to members by fax or email for the purpose of accomplishing such requests.
2. Expert lists: THE CAHB requests the assistance of local associations in providing contact information for members with expertise on specific legislative issues including: water, housing, real estate, taxation, etc.

### **Communicating with Legislators**

The CAHB Board of Directors and staff recognize that many members and local staffs have existing relationships with state legislators. The continued development, or new creation, of such relationships is extremely important and encouraged by CAHB. Local HBA's are encouraged to invite legislators to association functions, and members are encouraged to attend any functions where contact with legislators will occur. Once the legislative agenda for the forthcoming session is approved, it is appropriate for members to meet with legislators to discuss said agenda with specific direction from CAHB.

### **Ballot Initiatives**

With the proliferation of citizen ballot initiatives, it is imperative that the CAHB and HBA's seek a united position to oppose or support them.

When a ballot initiative is brought fourth, the CAHB Government Affairs Committee will take a position of support or opposition. The CAHB Board of Directors shall then consider the CAHB Government Affairs Committee's decision.

Once a position is taken on a ballot initiative, CAHB may begin to solicit members for campaign funds - any fundraising efforts will be done in coordination with local HBAs. In addition, CAHB will rely on local HBAs to disseminate information, provided by CAHB and/or the campaign, to members and the public.

#### **Candidate Interviews & Endorsement Process**

In order to promote and encourage ongoing relationships between HBA members and state legislators, CAHB will work with all local HBAs to interview and endorse candidates who are philosophically aligned with the homebuilding industry. The interview and endorsement process will be, to the extent if is possible, a collaborative effort between CAHB and local HBAs.

CAHB will make every effort to send a member of CAHB's Government Affairs staff and/or a contract lobbyist to all candidate interviews. In addition, CAHB will provide background information on candidates including voting records and sample questions.

Following the interviews, the interview committee, comprised of local HBA members and appropriate CAHB representatives, will endorse candidates.

#### **Funding for Endorsed Candidates**

Local HBAs are encouraged to fund endorsed candidates both from the association level (if a PAC exists and complies with the requirements set forth in Amendment 27 for funding candidates for state office) and from the member level. CAHB will work with local HBAs on fundraising activities and solicitations to members for the purpose of funding endorsed candidates.

CAHB will take all candidate endorsements to the Project B.I.L.D. PAC Board of Trustees with a request for funds. Funds will be distributed to candidates as the Board sees appropriate. CAHB will provide notice to the local HBAs of any funding approved by the Board and will involve locals in the delivery of funds to candidates.

#### **Summary**

Recognizing that HBAs in Colorado are diverse in their needs in the area of candidate endorsement, CAHB will work with each individual HBA to tailor a program and process that best assists each HBA.

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