



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Tom Barry, City Manager

DATE: September 19, 2018

SUBJECT: LEGISLATIVE PROCESS AND PRIORITIES

I. RECOMMENDED ACTION

Move to:

1. Approve the 2019 City of Minot Legislative Process; and
2. Request all Council Members begin identifying legislative priorities

II. DEPARTMENT CONTACT PERSONS

Tom Barry, City Manager 857-4750

III. DESCRIPTION

A. Background

The North Dakota Legislature meets biennially. The next session of the Legislature will be held from January 2019 to April of 2019. To prepare local legislative leaders to best represent the interests of the City and Community, more needs to be done to adequately brief and prepare local legislators on the issues and concerns important to our community. The City has historically conducted a modest preparatory process. However, there has been no consistent process established, no formal development of priorities nor any consensus regarding the Council Body's collective legislative positions.

B. Proposed Project

In an effort to better organize the efforts of the City and coordinate with local leaders around our City to represent our community's joint legislative issues, priorities, and concerns, a formal process is being recommended for consideration. This process, as detailed in Attachment A, represents a series of activities that should be undertaken to ensure ample time to organize and present our community's legislative priorities and improve our Legislators' understanding and support for those priorities. The proposed 2019 process begins in the September preceding the Legislative Session. A call for legislative topics and positions will be made at the September Committee of the Whole Meeting. Over the next several weeks, legislative topics, positions, and priorities will be discussed and refined by the City Council and staff. Community members are also encouraged to recommend topics

and positions. At the October Committee of the Whole meeting viable topics and positions will be formalized and recommended to the Council for adoption. At the November City Council Meeting the Council will formally adopt the City's legislative agenda. In mid-November, Council Members will meet with local area Legislators to discuss the City's legislative agenda. At that meeting, the City's formal legislative priorities and positions will be presented. Follow-up activities may be recommended or required.

IV. IMPACT:

A. Strategic Impact:

It is critical that good relations be developed and nurtured between the City and existing and future legislative members. It is also critical that Minot and its citizens be heard, understood and supported in regard to their legislative concerns. This process and the resulting outcome of topics and positions will provide for open, inclusive, and transparent interactions between the City and local area representatives and ensure the City's best interests are understood, supported and carried to the legislature.

B. Fiscal Impact:

There is minimal financial costs to implement this process. Standard costs for meetings and production materials are minimal and already accounted for in the FY2018 budget.

V. ALTERNATIVES

Alt 1. The Council could continue to utilize the historic approach. This would result in less formal and open discussion and minimize inclusiveness and community and Council interaction.

Alt 2. The Council could modify, enhance or develop an entirely new process which meets its needs.

VI. TIME CONSTRAINTS

Council's approval of the recommendation will allow the project to proceed as scheduled. Time may be of the essence if a process is developed that requires more time and iterations (see Attachment B).

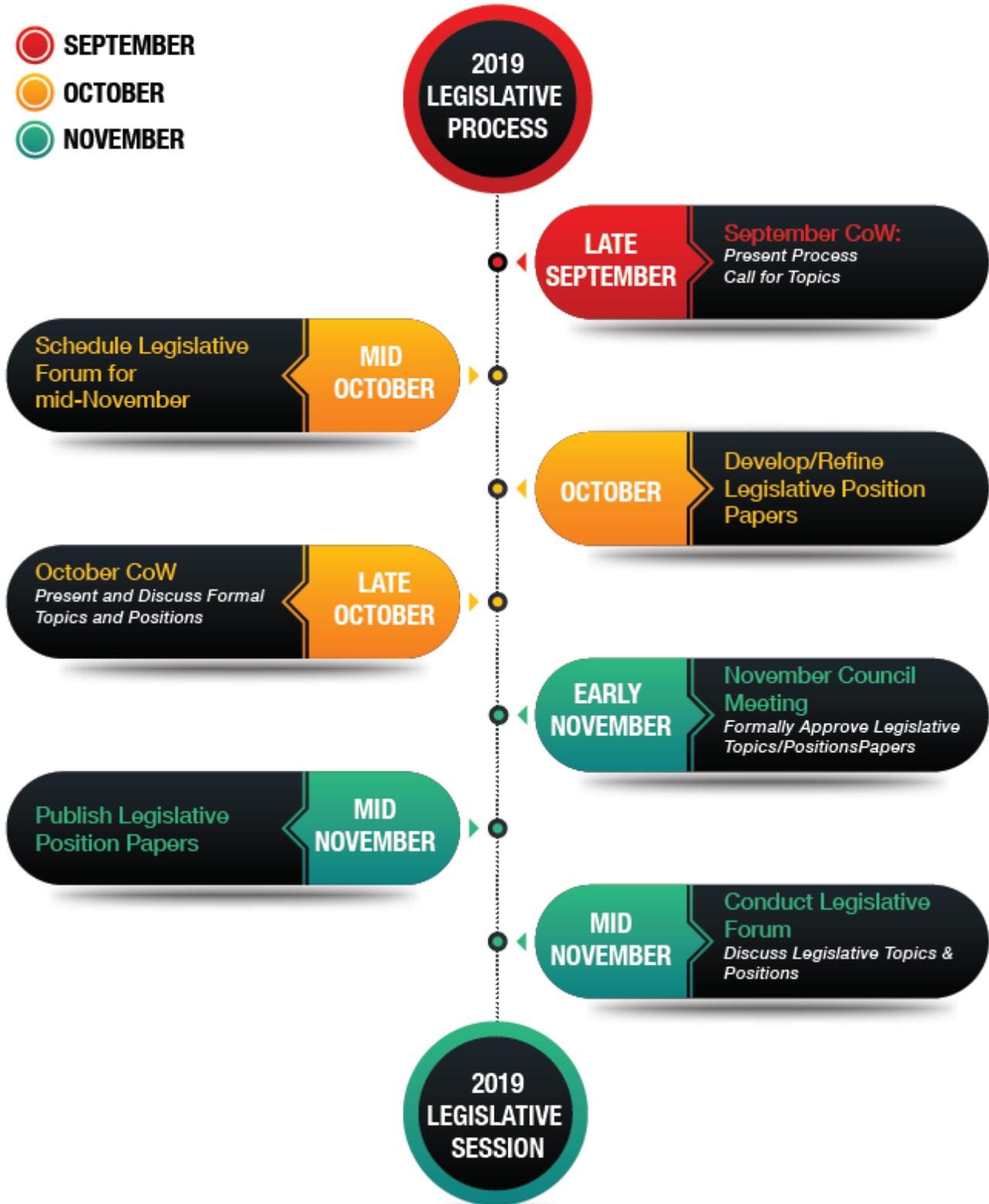
VII. LIST OF ATTACHMENTS

- A. Minot Legislative Process
- B. 66th Legislative Assembly (2019) Legislative Deadlines

ATTACHMENT A



- SEPTEMBER
- OCTOBER
- NOVEMBER



ATTACHMENT B

19.9013.04000

Approved by the Legislative Management

2019 Legislative Deadlines¹

| Date | Legislative Day | |
|--|------------------|---|
| December 3-5, 2018 (Monday through Wednesday) | | Organizational session ² |
| December 6 (Thursday) | | Deadline for executive agencies and Supreme Court to file bills with the Legislative Council |
| January 3 (Thursday) | 1 st | Session begins ² (State of the State Address) ³ |
| January 7 (Monday) | 3 rd | No more than five bills may be introduced by each Representative after this date |
| January 14 (Monday) | 8 th | Deadline for Representatives to introduce bills. No more than three bills may be introduced by each Senator after this date. A Senate bill containing an appropriation clause may not be introduced after this date. |
| January 21 (Monday) | 13 th | Martin Luther King Day. ⁴ Deadline for Senators to introduce bills. |
| January 24 (Thursday) | 16 th | Deadline for introducing resolutions except amendments to the Constitution of North Dakota and study resolutions |
| February 4 (Monday) | 23 rd | Deadline for rereferrals of bills in house of origin to Appropriations Committees |
| February 18 (Monday) | 33 rd | George Washington's Birthday ⁴ |
| February 19 (Tuesday) | 34 th | Bills and resolutions except constitutional amendments and study resolutions must be reported out of committee in house of origin. Deadline for introducing amendments to the Constitution of North Dakota and study resolutions. |
| February 22 (Friday) | 37 th | Crossover date for bills ⁵ |
| February 25 and 26 (Monday and Tuesday) | | Recess |
| February 27 (Wednesday) | 38 th | Reconvene from crossover break |
| March 1 (Friday) | 40 th | Study resolutions and proposed constitutional amendments must be reported out of committee |
| March 6 (Wednesday) | 43 rd | Crossover date for resolutions |
| March 22 (Friday) | 55 th | Deadline for rereferrals of bills in second house to Appropriations Committees |
| April 3 (Wednesday) | 63 rd | Bills and resolutions must be reported out of committee in second house |
| April 19 (Friday) | 75 th | Good Friday ⁴ |
| April 26 (Friday) | 80 th | Session limited to 80 legislative days ⁶ |

¹Based on rules of the 65th Legislative Assembly adopted on December 7, 2016.

²Article IV, Section 7, Constitution of North Dakota. North Dakota Century Code Sections 54-03-02 and 54-03.1-02.

³In 2017 the House and Senate did not have the State of the Judiciary Address or the Tribal-State Relationship Message.

⁴In 2017 the House and Senate were in session on Martin Luther King Day, George Washington's Birthday, and Good Friday.

⁵In 2017 the House and Senate made crossover on the 36th legislative day, Thursday, February 23.

⁶Article IV, Section 7, of the Constitution of North Dakota limits regular sessions to 80 natural days during a biennium and defines a "natural day" as a period of 24 consecutive hours. House and Senate Rules 104 provide that a legislative day begins at 7:00 a.m., so each legislative day ends at 7:00 a.m. the following day.