

CITY OF MINNEAPOLIS

# Legislative Information Management System Interim Solution Demonstration

Committee of the Whole  
Wednesday, July 22, 2015

# Legislative Information Management System

## ***Project Goals—***

1. Improve availability of data to serve decision-making needs;
2. Consolidate legislative support functions, including workflow, report and document production, and search and retrieve capacity;
3. Leverage technology to enhance overall transparency and accessibility of policymaking processes; and
4. Establish permanent digital portal to official legislative and policy-related data.

## ***Project Status—***

1. Revised RFP released April 23 and closed June 3.
2. Interviews with selected vendors scheduled June 22–24.
3. Anticipate contract with selected vendor by September, with work beginning soon after.
4. Current timeline anticipates the project is completed in 2016.
5. Planned launch early 2017.

# Accessing Minneapolis LIMS Portal

The screenshot shows the Minneapolis LIMS Portal homepage. At the top, the navigation bar includes 'CITY SERVICES', 'RESIDENTS', 'BUSINESS', 'GOVERNMENT', and 'VISITORS'. A red arrow points to the 'GOVERNMENT' dropdown menu, which is open and shows options like 'Mayor's Office', 'City Council', 'Meetings & Hearings', and 'Government Partners'. A second red arrow points to the 'Meetings & Hearings' option. Below the navigation bar, there is a video player for 'Recreational fires in the city' and a '311' contact section. The '311' section includes a search bar and links to mobile apps. At the bottom, there are sections for 'Minneapolis Jobs', 'Connect with the City', and 'Stay Informed'. A 'PropertyInfo' and 'MapIT Minneapolis' button is visible on the right side.

Minneapolismn.gov

CITY SERVICES RESIDENTS BUSINESS GOVERNMENT VISITORS Need help? Contact 311

DEPARTMENTS/DIVISIONS

Text Translate

Mayor's Office  
City Council  
Departments & Divisions  
Charters & City Ordinances  
Boards & Commissions  
Meetings & Hearings  
Calendars  
Goals, Budgets & Reports  
Government Partners

Recreational fires in the city

Did you know...

Minneapolis

00:00 00:00

311 Minneapolis

Contact 311 for Minneapolis information and services or outside the Minneapolis city limits, call (612) 673-3000

Customer service agents are available.  
Monday - Friday, 7 a.m. - 7 p.m.  
Saturday - Sunday, 8 a.m. - 4:30 p.m.

Search

Get the 311 Mobile App

Available on the App Store Download for Android Available for BlackBerry

Report neighborhood issues

Minneapolis Jobs View Minneapolis jobs

Connect with the City

Stay Informed Sign up for email updates or phone alerts.

City of Minneapolis PropertyInfo

MapIT Minneapolis

www.minneapolismn.gov/meetings/index.htm

# Meetings & Hearings Portal

Minneapolismn.gov CITY SERVICES RESIDENTS BUSINESS GOVERNMENT VISITORS Need help? Contact 311

SEARCH: DEPARTMENT/S/DIVISIONS

Text A A +A Translate

Meetings & Hearings

- A-Z Glossary
- Legislative Process
- How to Participate
- Meeting Video

Minneapolis Meetings & Hearings

**CITY COUNCIL**  
Meeting agendas and information on actions of the City Council and standing committees.

**BOARDS & COMMISSIONS**  
Meeting agendas and information on boards, commissions and advisory committees.

**CALENDAR**  
Upcoming meetings and public hearings for Council, standing committees and other bodies.

**VIDEO**  
Watch City Council meetings on Minneapolis 79 or your device.

**NOTICES**  
Public notices on hearings.

**BUDGET**  
Learn about the budget process and important dates.

Reference guides  
and meeting videos

City Council; Standing  
Policy Committees; Audit &  
Executive Committees

The City of Minneapolis invites and encourages participation by every resident to each program, service and event within our city. Should you require an accommodation in order for you to fully participate, or should you require documents in a different format, please let us know by contacting 311 or 612-673-3000 at least 5 days prior to the meeting.

# Meetings & Hearings Portal

Minneapolismn.gov

CITY SERVICES RESIDENTS BUSINESS GOVERNMENT VISITORS Need help? Contact 311

SEARCH: DEPARTMENT/S/DIVISIONS

Text -A A +A Translate

## Meetings & Hearings

- A-Z Glossary
- Legislative Process
- How to Participate
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### Minneapolis Meetings & Hearings

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# Quick-Guide Tabs: Agendas



## Meetings & Hearings

- Glossary
- Legislative Process
- How to Participate
- Meeting Video

## City Council Legislation

Calendar Search

**Agendas** Legislation (Files) Committee Reports Proceedings Statistics

The agenda lists matters to be presented at a meeting. Following adjournment, it is updated to show all actions taken.

View

Meeting	Meeting Date	Time
Meeting agendas are generally posted 24 hours prior to the scheduled date of the meeting.		
<a href="#">Ways &amp; Means Committee</a>	Jul. 20, 2015	1:30 PM
<a href="#">Intergovernmental Relations Committee</a>	Jul. 16, 2015	1:30 PM
<a href="#">Zoning &amp; Planning Committee</a>	Jul. 16, 2015	9:30 AM
<a href="#">Public Safety, Civil Rights &amp; Emergency Management</a>	Jul. 15, 2015	1:30 PM
<a href="#">Community Development &amp; Regulatory Services</a>	Jul. 14, 2015	1:30 PM
<a href="#">Transportation and Public Works Committee</a>	Jul. 14, 2015	9:30 AM
<a href="#">Health, Environment &amp; Community Engagement</a>	Jul. 13, 2015	1:30 PM
<a href="#">City Council</a>	Jul. 10, 2015	9:30 AM
<a href="#">Committee of the Whole</a>	Jul. 8, 2015	10:00 AM
<a href="#">Transportation and Public Works Committee Adjourned</a>	Jul. 7, 2015	9:30 AM

Page 1 of 12, 120 total

[More](#) ▶

Show:

Meetings listed by body, date, and time – just like today

Search by body and year

# Quick-Guide Tabs: Legislation (Files)



## Meetings & Hearings

- Glossary**
- Legislative Process**
- How to Participate**
- Meeting Video**

## City Council Legislation

Calendar Search

- Agendas
- Legislation (Files)**
- Committee Reports
- Proceedings
- Statistics

A file is created for every matter submitted to City Council, identified by a unique number for tracking and reporting purposes. The file contains all documentation, such as the request for action, briefing materials, committee reports, legislative drafts, correspondence, and public testimony. All actions are maintained as part of the file, referred to as the matter's legislative history.

View: City Council and all committees 2015 Update View

File Lookup:  Go  
All Types

File Number	Subject	
<a href="#">15-00863</a>	2014 Regional Assistance to Firefighters Act Grant Acceptance	Action
<a href="#">15-00861</a>	Report on MSP International Airport 2035 Long Term Comprehensive Plan	Receive & File
<a href="#">15-00860</a>	Report on Immigration Policy and President's November 2014 Actions	Receive & File
<a href="#">15-00859</a>	Designation of Community Action Agency for Minneapolis	Receive & File
<a href="#">15-00858</a>	Performance measures and management system usage and report	Resolution
<a href="#">15-00847</a>	Action Research Team on Sex Offender Concentration (ARTSOC) Report	Receive & File
<a href="#">15-00846</a>	MPD Body Camera Update Report	Receive & File
<a href="#">15-00845</a>	Grant acceptance of \$243,130 under the U.S. Department of Justice Bureau of Justice Assistance 2015 Edward Byrne Memorial Justice Assistance Grant (JAG)	Action
<a href="#">15-00844</a>	Amendment to contract with the University of Minnesota College of Veterinary Medicine	Action
<a href="#">15-00843</a>	Grant acceptance of \$350,858 under the States Department of Commerce Auto Theft Prevention Program Grant	Action

Page 1 of 77, 762 total [More](#)

Show: 10

File Number is a unique identifier for tracking all actions on an item

Search by File Number or Document Type

# Quick-Guide Tabs: Committee Reports



## Meetings & Hearings

- Glossary
- Legislative Process
- How to Participate
- Meeting Video

## City Council Legislation

Calendar Search

- Agendas
- Legislation (Files)
- Committee Reports**
- Proceedings
- Statistics

Committee reports summarize all actions taken and the final recommendations made on all matters to be reported to the full City Council for formal consideration.

View:  Year: 2015

Meeting	Meeting Date	Time
<a href="#">Zoning &amp; Planning Committee</a>	Jun. 25, 2015	9:30 AM
<a href="#">Public Safety, Civil Rights &amp; Emergency Management</a>	Jun. 24, 2015	1:30 PM
<a href="#">Community Development &amp; Regulatory Services</a>	Jun. 23, 2015	1:30 PM
<a href="#">Transportation and Public Works Committee</a>	Jun. 23, 2015	9:30 AM
<a href="#">Health, Environment &amp; Community Engagement</a>	Jun. 22, 2015	1:30 PM
<a href="#">Ways &amp; Means Committee</a>	Jun. 15, 2015	1:30 PM
<a href="#">Intergovernmental Relations Committee</a>	Jun. 11, 2015	1:30 PM
<a href="#">Zoning &amp; Planning Committee</a>	Jun. 11, 2015	9:30 AM
<a href="#">Public Safety, Civil Rights &amp; Emergency Management</a>	Jun. 10, 2015	1:30 PM
<a href="#">Community Development &amp; Regulatory Services</a>	Jun. 9, 2015	1:30 PM

Page 1 of 9, 84 total

[More >](#)

Show:

Reports listed by body, date, and time –like the Agendas tab

PDF documents require the free [Acrobat Reader](#).

# Quick-Guide Tabs: Proceedings



## Meetings & Hearings

- [A-Z Glossary](#)
- [Legislative Process](#)
- [How to Participate](#)
- [Meeting Video](#)

## City Council Legislation

[Calendar](#) [Search](#)

- [Agendas](#)
- [Legislation \(Files\)](#)
- [Committee Reports](#)
- [Proceedings](#)**
- [Statistics](#)

The Journal of Proceedings is the official record of acts, orders, and judgments by the City Council.

**View:** [City Council \(includes all committees\)](#) **Year:** [2015](#) [Update View](#)

Meeting	Meeting Date	Time
<a href="#">City Council</a>	Jun. 19, 2015	9:30 AM
<a href="#">City Council</a>	Jun. 5, 2015	9:30 AM
<a href="#">City Council</a>	May. 15, 2015	9:30 AM
<a href="#">City Council</a>	May. 1, 2015	9:30 AM
<a href="#">City Council</a>	Apr. 17, 2015	9:30 AM
<a href="#">City Council</a>	Apr. 3, 2015	9:30 AM
<a href="#">City Council</a>	Mar. 20, 2015	9:30 AM
<a href="#">City Council</a>	Feb. 27, 2015	9:30 AM
<a href="#">City Council</a>	Feb. 13, 2015	9:30 AM
<a href="#">City Council</a>	Jan. 30, 2015	9:30 AM

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[More](#)

Show: [10](#)

Official record of Council sorted by meeting date

PDF documents require the free [Acrobat Reader](#).

# Quick-Guide Tabs: Session Statistics



## Meetings & Hearings

-  [Glossary](#)
-  [Legislative Process](#)
-  [How to Participate](#)
-  [Meeting Video](#)

## City Council Legislation

[Calendar](#)  [Search](#) 

<a href="#">Agendas</a>	<a href="#">Legislation (Files)</a>	<a href="#">Committee Reports</a>	<a href="#">Proceedings</a>	<b><a href="#">Statistics</a></b>
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Statistical reports of the work of City Council and its committees issued on a quarterly basis.

**Reports**

<a href="#">2014 Q4 Session Statistics</a>	} <b>Statistical analyses of work by Council &amp; Committees, arranged by quarter</b>
<a href="#">2014 Q3 Session Statistics</a>	
<a href="#">2014 Q2 Session Statistics</a>	
<a href="#">2014 Q1 Session Statistics</a>	

4 total

Show:  ▾

# Calendar & Search Features



## Meetings & Hearings

-  [Glossary](#)
-  [Legislative Process](#)
-  [How to Participate](#)
-  [Meeting Video](#)

## City Council Legislation



[Agendas](#) | [Legislation \(Files\)](#) | [Committee Reports](#) | [Proceedings](#) | [Statistics](#)

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# Legislative Information Management System Interim Solution Demonstration

## **Demonstration presented by:**

Grant E. Johnson – Information Technology Manager

Peter J. Ebnet – Management Analyst

Anissa Hollingshead – Management Analyst