



TO: Mayor
Members of the City Council

FROM: Harold Stewart, City Manager

DATE: May 6, 2024

SUBJECT: SPECIAL ASSISTANT CITY ATTORNEY – LEGISLATIVE SERVICES

I. RECOMMENDED ACTION

1. Approve and authorize the Mayor to sign the Consulting and Legal Services Agreement between the City of Minot and Shane Goettle.
2. Continue the appointment of Shane Goettle as Special Assistant City Attorney.

II. DEPARTMENT CONTACT PERSONS

Harold Stewart – (701) 857-4750
Stefanie Stalheim – (701) 857-4755

III. DESCRIPTION

The City of Minot has previously retained Shane Goettle to provide legal services for the purpose of handling state government affairs and to advise and consult, as needed and requested, on the interface of local, state, and federal resources associated with flood recovery and protection, and city growth associated with energy impacts. The Agreement before the City Council also includes managing other projects, as assigned.

Attorney Goettle's responsibilities pursuant to the proposed agreement include, among other things: representing the City of Minot before, during, and after the legislative session; coordinating and/or providing testimony on behalf of the City of Minot; and communicating with state officials and departments on behalf of the City of Minot. Attorney Goettle also provides a monthly activity report to the City. The proposed agreement commences June 1, 2024 and expires May 31, 2026.

IV. IMPACT:

There is no increase in the fees proposed under the proposed agreement. Attorney Goettle's contract maintains the existing cost structure of \$3,500 per month during non-legislative session months and \$7,500 per month during legislative session months.

This expense and service has been budgeted for 2024 under 10014000-43020. There is a 10-day notice by either party which allows for termination of the contract. Therefore, should future funding become unavailable to sustain the contract, the City could terminate the agreement.

V. CITY COUNCIL ASPIRATIONS

In approving this recommendation, the City Council achieves its aspiration to be Excellent and Connected.

VI. ALTERNATIVES

1. The City could not enter into the Agreement with Attorney Goettle.

2. The City could consider other attorneys to provide this service. However, Attorney Goettle has extensive and in-depth knowledge of Minot and Statewide legislative issues as well as excellent working relationships with the staff and area legislators.

VII. TIME CONSTRAINTS

Attorney Goettle's current contract expires on May 31, 2024.

VIII. LIST OF ATTACHMENTS

- A. Proposed Consulting and Legal Services Agreement