New Mexico Legislature

"NAVIGATING THE NEW MEXICO LEGISLATURE"

Northwest NM Council of Governments
(505) 722-4327
www.nwnmcog.com

Copy of Presentation and Other Tools:
http://www.nwnmcog.com/projecteering

McKinley · Cibola · San Juan Counties

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS
GALLUP, NEW MEXICO

Structure of State Government

- **Legislative Branch**
  - Write state laws
  - Appropriate funding
  - Conduct oversight of state agencies
- **Executive Branch**
  - Led by Governor
  - Comprised of various state agencies
  - Carries out laws enacted by legislature
  - Implements programs
- **Judicial Branch**
  - Provides checks on other branches
  - Resolves conflicts & disputes regarding state law and governance through court system

New Mexico Legislature

- Bi-cameral body comprised of the House of Representatives and Senate
- House of Representatives
  - 70 members
  - Must be 21 yrs. old
  - Elected every 2 yrs.
  - Next House election will be 2006
- Senate
  - 42 members
  - Must be 25 yrs. old
  - Elected every 4 years
  - Next Senate election will be 2008

Legislative Committees

- **Standing**
  - Deal with broad issues
  - Meet during the session and continue from year to year
- **Interim**
  - Meet outside the regular session
  - Generally have a more narrow focus
- **Select or Study**
  - Address specific subjects
  - Dissolve when their tasks are completed

Funding Sources

New Mexico Legislature

• **House Bill 2 (State General Appropriations Bill):** a roll-up of several State Department budget bills and sets the operating funding for all of State Government for the year.

•**General Obligation Bond Bill:** every two years (even numbered years, e.g. 2014) the State Legislative works to pass a package of senior center, libraries, and higher education projects that go to the voters for approval and are funded by a statewide general obligation bond.

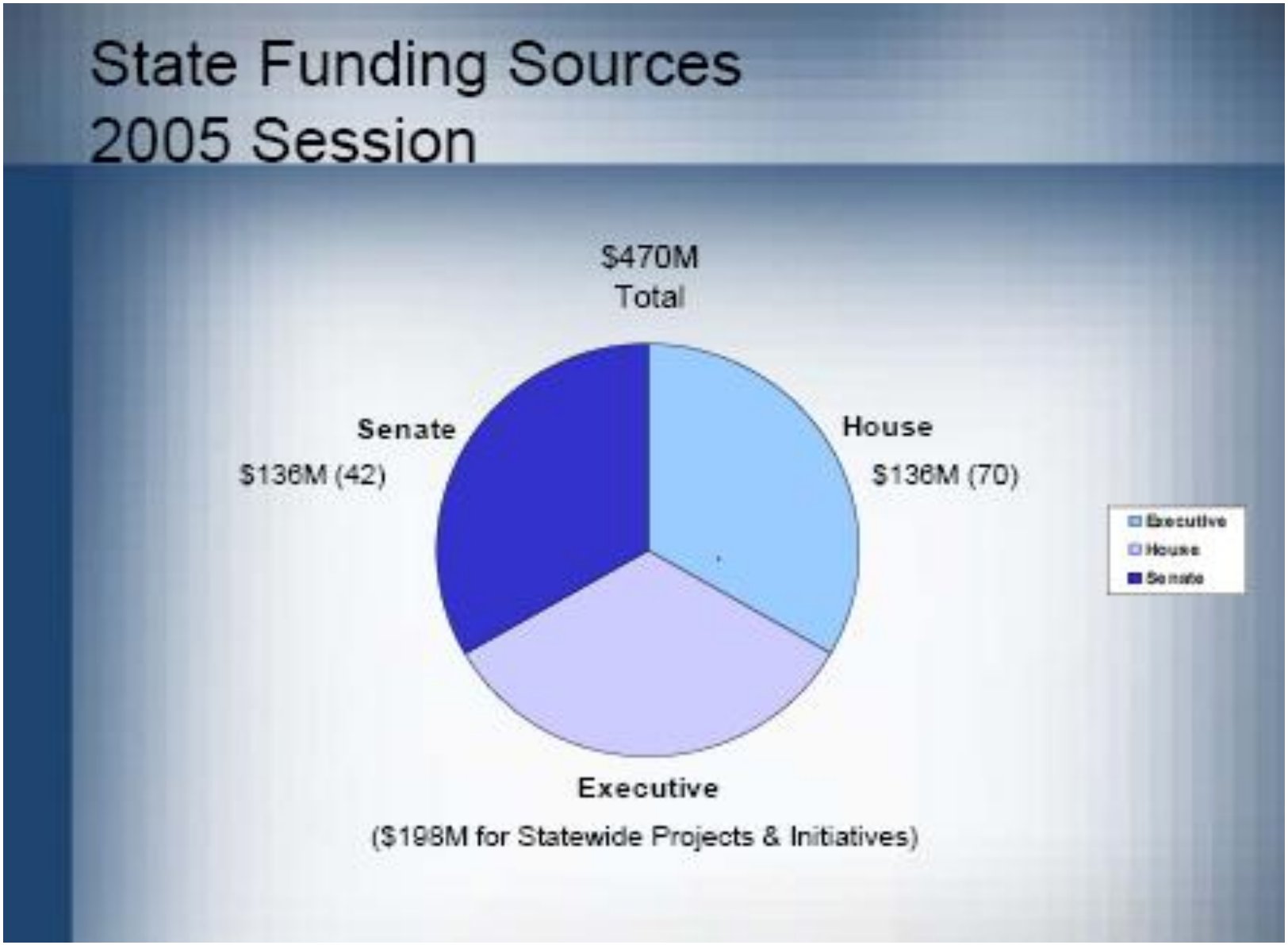
•**Capital Outlay Bill:** a bill that supports regional and Statewide projects, as well as in some years local projects. Usually funded by Severance Tax Bonds (STB), other special funds and sometimes General Funds (GF). **NOTE:** 20% of STB comes off top for Water Trust Project Fund, Tribal Infrastructure Fund, and Colonias Fund. And senior centers/aging projects, libraries, and public schools have a different annual process.

•**Capital Outlay Reauthorization Bill:** a bill that changes intent, extends project, or reauthorizes funding to other projects of projects passed in previous capital outlay bills.

There are rules that entities and Legislators should discuss ahead of submitting projects through this process.

A Snapshot of How Capital Outlay Typical Splits Between Executive and Legislative Branches

New Mexico Legislature



Source: Indian Affairs Department

December 16, 2013 - January 17:
Legislation may be prefiled

January 21: Opening day (noon)

January 29: Capital Outlay Submission Deadline (anticipated)

February 5: Deadline for bill introduction
February 20: Session ends (noon)

March 12: Legislation not acted upon by governor is pocket vetoed
May 21: Effective date of legislation not a general appropriation bill or a bill carrying an emergency clause or other specified date

Capital Outlay Process (*Timeframe*)

- When to **Start** (***Already***);
- State of NM **ICIP** as guideline and prioritization tool (***September 30th***) ;
  - "Top 5 Priorities" – Capital Outlay Unit;
- Form **Legislative Packet** and complete **Legislative Requests** (***beginning of November to mid-December*** *– based on Legislator preference*);
- **Meet with local Legislators** (***before Session***);
- **Follow up** during Session and **Testify** if needed (***Jan 21st – Jan 29th***);
- Check and print – **Capital Outlay Appropriations Listing** (***February***);

http://www.nmlegis.gov/lcs/billfinder/capital_outlay.aspx

NM Legislature Website

- Main Site: http://www.nmlegis.gov

Use the website to:

- Watch Webcasting
- Find legislative reports
- Track legislation
- See committee calendars
- Get Legislators' contact information

Navigating to Capital Outlay Page

Click on Capital Outlay Link on Options list on left side of page

NM Legislature Capital Outlay Page

http://www.nmlegis.gov/lcs/billfinder/capital_outlay.aspx

Use the website to:

- Apply for capital outlay requests (print a hardcopy)
- Find introduced capital outlay
- Track capital outlay bills
- Find capital outlay reports and project listings by agency and by County

New Mexico Legislature

NM Legislature Capital Outlay Page

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2013 Regular Session Capital Outlay

Bill Number	Title	Sponsor	Actions
*HB 353	CAPITAL OUTLAY PROJECT REAUTHORIZATIONS	Jim R. Trujillo	[12] HTRC [39] DNP-CS/DP - PASSED/H (62-0) [40] SFC [44] w/drn - PASSED/S (38-0) SGND (Apr.5) Ch.202 (partial veto).
*SB 60	SEVERANCE TAX BOND PROJECTS	Carlos R. Cisneros	SPREF [1] SFC [38] DNP-CS/DP [40] PASSED/S (42-0) [39] HTRC [50] DP - PASSED/H (66-0) SGND (Apr.5) Ch.226 (partial veto).

Funded Capital Outlay Projects - 2013 (SFC Substitute for SB60 and HTRC/HB337)
by Agency
by County

Requested Capital Outlay Projects - 2013
by Agency
by County

Forms
Capital Outlay Request Form
Capital Outlay Request (Reauthorization)

Other Information
Session Publications (includes Capital Outlay Publications)
Capital Outlay Information Bulletin

Introduced Capital Outlay Projects by Year:
2013 Search

Monday, August 12, 2013

Upcoming Legislative Meetings
2013 Interim Committees
Webcasting of the New Mexico Legislature
Legislation Acted on by Governor
Session Publications
Highlights
Session Dates
Beyond the Roundhouse: Interim Committee Summaries
LegisLetter

Special Note:
Just because your project(s) get on the Requested Projects List does not mean that they are funded. Only until the show up on the 2014 Funded Projects List.

If you submitted a request through your Legislator it show up on the 2014 Requested Projects List. If they don't you should contact LCS staff or your Legislator

New Mexico Legislature

NM Legislature Capital Outlay Page

Click on Forms to Apply – ALL CAPITAL OUTLAY REQUESTS FORMS MUST BE SUBMITTED IN <u>HARD COPY</u> THROUGH YOUR LEGISLATOR. THIS IS AN ANNUAL PROCESS; NO PROJECTS AUTOMATICALLY ROLL OVER.

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www.nmlegis.gov/lcs/billfinder/capital_outlay.aspx

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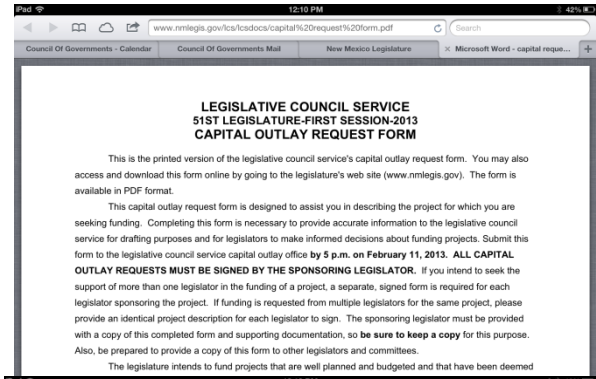
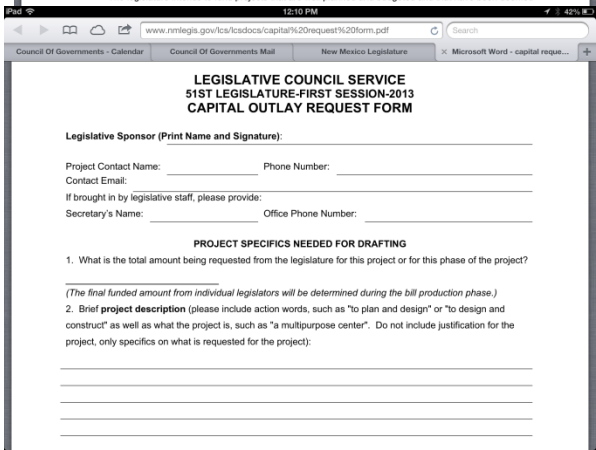


LEGISLATIVE COUNCIL SERVICE
51ST LEGISLATURE-FIRST SESSION-2013
CAPITAL OUTLAY REQUEST FORM

This is the printed version of the legislative council service's capital outlay request form. You may also access and download this form online by going to the legislature's web site (www.nmlegis.gov). The form is available in PDF format.

This capital outlay request form is designed to assist you in describing the project for which you are seeking funding. Completing this form is necessary to provide accurate information to the legislative council service for drafting purposes and for legislators to make informed decisions about funding projects. Submit this form to the legislative council service capital outlay office **by 5 p.m. on February 11, 2013. ALL CAPITAL OUTLAY REQUESTS MUST BE SIGNED BY THE SPONSORING LEGISLATOR.** If you intend to seek the support of more than one legislator in the funding of a project, a separate, signed form is required for each legislator sponsoring the project. If funding is requested from multiple legislators for the same project, please provide an identical project description for each legislator to sign. The sponsoring legislator must be provided with a copy of this completed form and supporting documentation, so **be sure to keep a copy** for this purpose. Also, be prepared to provide a copy of this form to other legislators and committees.

The legislature intends to fund projects that are well planned and budgeted and that have been deemed



LEGISLATIVE COUNCIL SERVICE
51ST LEGISLATURE-FIRST SESSION-2013
CAPITAL OUTLAY REQUEST FORM

Legislative Sponsor (Print Name and Signature): _____

Project Contact Name: _____ Phone Number: _____
Contact Email: _____
If brought in by legislative staff, please provide:
Secretary's Name: _____ Office Phone Number: _____

PROJECT SPECIFICS NEEDED FOR DRAFTING

1. What is the total amount being requested from the legislature for this project or for this phase of the project?

_____

(The final funded amount from individual legislators will be determined during the bill production phase.)

2. Brief **project description** (please include action words, such as "to plan and design" or "to design and construct" as well as what the project is, such as "a multipurpose center". Do not include justification for the project, only specifics on what is requested for the project):

THANK YOU!
for more information and technical assistance:

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411 State Capitol
Santa Fe, NM 87501
(505) 986-4600
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