

**Tommy Land, Commissioner**

March 27, 2024

The Honorable Senator Jonathan Dismang, Co-Chair
The Honorable Representative Lane Jean, Co-Chair
Joint Budget Committee
Arkansas General Assembly
State Capitol Building
Little Rock, AR 72201

Dear Senator Dismang and Representative Jean:

During the 2023 Regular Session, the Commissioner of State Lands proposed and the 94th General Assembly enacted several items of legislation which have created a significant impact on processes and procedures for the office of the Commissioner of State Lands. One benefit of this is the opportunity to make certain staffing changes to the Table of Organization for this office.

As a result of the changes in processes and procedures, the Commissioner of State Lands proposes to make the following revisions to the Table of Organization to more accurately reflect operations:

1. Change the title of IT Director to IT Administrator.
2. Create the position of Real Estate Administrator.
3. Change the title of Staff Attorney to Special Projects Coordinator.
4. Create the position of Assistant Director of Public Relations.
5. Eliminate the position of Legal Secretary.
6. Eliminate the position of Fiscal Associate III.
7. Eliminate four (4) Customer Associate positions.

Implementation of the changes outlined above will result in a net savings to the Commissioner of State Lands of \$117,764 as compared to the proposed 2024-2025 budget. Further, a corresponding savings of \$40,395 in the Personal Services Matching line item is achieved. Total savings will be \$158,159.

One concern for the Commissioner is the fact that several current employees have worked for this office for many years and are at or near their salary maximums. This situation has developed over the last few years and exposes the office to the real possibility of losing highly skilled and experienced employees who possess unique skills and knowledge to higher paying opportunities elsewhere. Therefore, the Commissioner of State Lands wishes to adjust the line-item maximum salary levels by 10% as outlined in the Governor's proposal for State Employees. This 10% increase in Line-Item Maximum Salaries has been developed based upon incorporating the changes outlined in 1-7 above.

While the line-item maximums for the employee positions listed below do reflect an increase of 10%, the COSL only seeks a total salary appropriation of \$3,011,056; a Personal Services Matching appropriation of \$1,032,843; and a total amount appropriated for Section 3. Appropriation – Operations of \$4,108,898, a decrease of \$40,376 from the current budget proposal. The changes outlined in this paragraph reflect a desire by the Commissioner of State Lands to provide employees with a 3% salary increase for the Fiscal Year 2024-2025.

Therefore, the Commissioner of State Lands proposes our Appropriation Bill for the Fiscal Session of the 94th General Assembly be amended to reflect the changes outlined below:

Page 1, Delete line 31 through 36 and replace them with the following:

(1)	Chief Deputy	1	\$142,769
(2)	General Counsel	1	\$127,941
(3)	IT Administrator	1	\$125,859
(4)	Real Estate Administrator	1	\$125,859
(5)	Network Administrator	1	\$94,901
(6)	Special Projects Coordinator	1	\$94,901

Page 2, Delete lines 1 through 28 and insert the following:

(7)	Real Estate Director	1	\$92,081
(8)	Public Relations Director	1	\$92,081
(9)	Operations Director	1	\$92,081
(10)	Fiscal Director	1	\$92,081
(11)	Human Resources Supervisor	1	\$82,523
(12)	Governmental Relations Liaison	1	\$82,523
(13)	Fiscal Associate I	1	\$82,523
(14)	Assist. Director of Real Estate	1	\$82,523
(15)	Assist. Director of Public Relations	1	\$82,523
(16)	Redemption Coordinator	1	\$73,959
(17)	Fiscal Associate II	2	\$73,959
(18)	Public Affairs Liaison	1	\$73,959
(19)	Mineral Leasing & Nat. Res. Coord.	1	\$73,959
(20)	Research Tech	5	\$66,285
(21)	Paralegal	1	\$66,285
(22)	Research Coordinator	1	\$66,285
(23)	Records Specialist	1	\$66,285
(24)	Management Secretary	2	\$66,285
(25)	Executive Assistant	1	\$66,285
(26)	Fiscal Secretary	1	\$66,285
(27)	Redemption Tech	3	\$59,409
(28)	Public Relations Secretary	1	\$59,409
(29)	Administrative Specialist	1	\$59,409
(30)	Real Estate Secretary	1	\$53,347
(31)	Administration	1	\$53,347
(32)	Records Retention Tech	1	\$47,728

The Honorable Senator Jonathan Dismang, Co-Chair
The Honorable Representative Lane Jean, Co-Chair

Page 3

March 27, 2024

(33) Customer Service Associate	1	\$47,728
MAX. NO. OF EMPLOYEES	41	

Page 3, Delete line 10 and replace it with the following:

(01) REGULAR SALARIES	\$3,011,056
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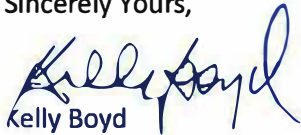
Page 3, Delete Line 12 and replace it with the following:

(02) PERSONAL SERVICES MATCHING	\$1,032,843
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Page 3, Delete Line 19 and replace it with the following:

TOTAL AMOUNT APPROPRIATED	<u>\$4,108,898</u>
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Sincerely Yours,



Kelly Boyd

Deputy Commissioner

Hall of the House of Representatives

94th General Assembly - Fiscal Session, 2024

Amendment Form

DRAFT

Subtitle of House Bill No. 1036

AN ACT FOR THE COMMISSIONER OF STATE LANDS APPROPRIATION FOR THE 2024-2025 FISCAL YEAR.

Amendment No. ____ to House Bill No. 1036

Amend House Bill No. 1036 as originally introduced:

Page 1, delete lines 31 through 36, and substitute with the following:

" (1)	CHIEF DEPUTY	1	\$142,769
(2)	GENERAL COUNSEL	1	\$127,941
(3)	IT ADMINISTRATOR	1	\$125,859
(4)	REAL ESTATE ADMINISTRATOR	1	\$125,859
(5)	NETWORK ADMINISTRATOR	1	\$94,901
(6)	SPECIAL PROJECTS COORDINATOR	1	\$94,901"

AND

Page 2, delete lines 1 through 28, and substitute with the following:

" (7)	REAL ESTATE DIRECTOR	1	\$92,081
(8)	PUBLIC RELATIONS DIRECTOR	1	\$92,081
(9)	OPERATIONS DIRECTOR	1	\$92,081
(10)	FISCAL DIRECTOR	1	\$92,081
(11)	HUMAN RESOURCES SUPERVISOR	1	\$82,523
(12)	GOVERNMENTAL RELATIONS LIAISON	1	\$82,523
(13)	FISCAL ASSOCIATE I	1	\$82,523
(14)	ASSIST. DIRECTOR OF REAL ESTATE	1	\$82,523
(15)	ASSIST. DIRECTOR OF PUBLIC RELATIONS	1	\$82,523
(16)	REDEMPTION COORDINATOR	1	\$73,959
(17)	FISCAL ASSOCIATE II	2	\$73,959

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Page 1 of 2

(18)	PUBLIC AFFAIRS LIAISON	1	\$73,959
(19)	MINERAL LEASING & NATURAL RES COORD	1	\$73,959
(20)	RESEARCH TECH	5	\$66,285
(21)	PARALEGAL	1	\$66,285
(22)	RESEARCH COORDINATOR	1	\$66,285
(23)	RECORDS SPECIALIST	1	\$66,285
(24)	MANAGEMENT SECRETARY	2	\$66,285
(25)	EXECUTIVE ASSISTANT	1	\$66,285
(26)	FISCAL SECRETARY	1	\$66,285
(27)	REDEMPTION TECH	3	\$59,409
(28)	PUBLIC RELATIONS SECRETARY	1	\$59,409
(29)	ADMINISTRATIVE SPECIALIST	1	\$59,409
(30)	REAL ESTATE SECRETARY	1	\$53,347
(31)	ADMINISTRATION	1	\$53,347
(32)	RECORDS RETENTION TECH	1	\$47,728
(33)	CUSTOMER SERVICE ASSOCIATE	<u>1</u>	\$47,728
	MAX. NO. OF EMPLOYEES	41"	

AND

Page 3, line 10, delete "\$3,041,119" and substitute with "\$3,011,056"

AND

Page 3, line 12, delete "1,043,155" and substitute with "1,032,843"

AND

Page 3, line 19, delete "\$4,149,274" and substitute with "\$4,108,899".

The Amendment was read _____
 By: Joint Budget Committee
 JAR/RJA - 04-03-2024 12:14:32
 JAR098 _____
 Chief Clerk

1 State of Arkansas
2 94th General Assembly
3 Fiscal Session, 2024
4

A Bill

HOUSE BILL 1036

5 By: Joint Budget Committee
6

For An Act To Be Entitled

8 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
9 AND OPERATING EXPENSES FOR THE COMMISSIONER OF STATE
10 LANDS AND FOR DISTRIBUTING PROCEEDS FROM THE SALE OR
11 REDEMPTION OF TAX DELINQUENT LAND FOR THE FISCAL YEAR
12 ENDING JUNE 30, 2025; AND FOR OTHER PURPOSES.
13
14

Subtitle

15 AN ACT FOR THE COMMISSIONER OF STATE
16 LANDS APPROPRIATION FOR THE 2024-2025
17 FISCAL YEAR.
18
19
20

21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
22

23 SECTION 1. REGULAR SALARIES - OPERATIONS. There is hereby established
24 for the Commissioner of State Lands for the 2024-2025 fiscal year, the
25 following maximum number of regular employees.
26

Item	Title	Maximum No. of Employees	Maximum Annual
			Salary Rate Fiscal Year
No.			2024-2025
31 (1)	CHIEF DEPUTY	1	\$132,386
32 (2)	IT DIRECTOR	1	\$122,262
33 (3)	GENERAL COUNSEL	1	\$118,636
34 (4)	STAFF ATTORNEY	1	\$95,276
35 (5)	NETWORK ADMINISTRATOR	1	\$87,999
36 (6)	REAL ESTATE DIRECTOR	1	\$85,385



1	(7)	PUBLIC RELATIONS DIRECTOR	1	\$85,385
2	(8)	OPERATIONS DIRECTOR	1	\$85,385
3	(9)	FISCAL DIRECTOR	1	\$85,385
4	(10)	HUMAN RESOURCES SUPERVISOR	1	\$76,521
5	(11)	GOVERNMENTAL RELATIONS LIAISON	1	\$76,521
6	(12)	FISCAL ASSOCIATE I	1	\$76,521
7	(13)	ASSIST. DIRECTOR OF REAL ESTATE	1	\$76,521
8	(14)	REDEMPTION COORDINATOR	1	\$68,580
9	(15)	PUBLIC AFFAIRS LIAISON	1	\$68,580
10	(16)	MINERAL LEASING & NATURAL RES COORD	1	\$68,580
11	(17)	FISCAL ASSOCIATE II	2	\$68,580
12	(18)	RESEARCH TECH	5	\$61,464
13	(19)	RESEARCH COORDINATOR	1	\$61,464
14	(20)	RECORDS SPECIALIST	1	\$61,464
15	(21)	PARALEGAL	1	\$61,464
16	(22)	MANAGEMENT SECRETARY	2	\$61,464
17	(23)	LEGAL SECRETARY	1	\$61,464
18	(24)	FISCAL SECRETARY	1	\$61,464
19	(25)	EXECUTIVE ASSISTANT	1	\$61,464
20	(26)	REDEMPTION TECH	3	\$55,088
21	(27)	PUBLIC RELATIONS SECRETARY	1	\$55,088
22	(28)	FISCAL ASSOCIATE III	1	\$55,088
23	(29)	ADMINISTRATIVE SPECIALIST	1	\$55,088
24	(30)	REAL ESTATE SECRETARY	1	\$49,467
25	(31)	ADMINISTRATION	1	\$49,467
26	(32)	RECORDS RETENTION TECH	1	\$44,257
27	(33)	CUSTOMER SERVICE ASSOCIATE	<u>5</u>	\$44,257
28		MAX. NO. OF EMPLOYEES	45	

SECTION 2. EXTRA HELP - OPERATIONS. There is hereby authorized, for the Commissioner of State Lands for the 2024-2025 fiscal year, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: five (5) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 3. APPROPRIATION - OPERATIONS. There is hereby appropriated, to the Commissioner of State Lands, to be payable from the State Central Services Fund, for personal services and operating expenses of the Commissioner of State Lands for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) REGULAR SALARIES	\$3,041,119
(02) EXTRA HELP	40,000
(03) PERSONAL SERVICES MATCHING	1,043,155
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	25,000
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u>\$4,149,274</u>

SECTION 4. APPROPRIATION - DELINQUENT TAX. There is hereby appropriated, to the Commissioner of State Lands, to be payable from cash funds as defined by Arkansas Code 19-4-801, for operating expenses and for distributing proceeds from the sale or redemption of tax delinquent land as prescribed by Chapter 37 of Title 26 of the Arkansas Code by the Commissioner of State Lands for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	\$1,500,000
(B) CONF. & TRAVEL	0
(C) PROF. FEES	2,000,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	0
(02) REFUND/RECORDING FEE REIMBURSEMENTS	1,300,000

1	(03) DELINQUENT TAX REMITTAL/SALE REFUNDS	<u>27,500,000</u>
2	TOTAL AMOUNT APPROPRIATED	<u><u>\$32,300,000</u></u>

3
4 SECTION 5. APPROPRIATION - CAPITAL OUTLAY/OPERATING EXPENSES. There is
5 hereby appropriated, to the Commissioner of State Lands, to be payable from
6 cash funds as defined by Arkansas Code 19-4-801, for operating expenses and
7 capital outlay of the Commissioner of State Lands for the fiscal year ending
8 June 30, 2025, the following:

10	ITEM	FISCAL YEAR
11	<u>NO.</u>	<u>2024-2025</u>
12	(01) CAPITAL OUTLAY/OPERATING EXP	<u><u>\$267,800</u></u>

13
14 SECTION 6. APPROPRIATION - SUBMERGED LANDS. There is hereby
15 appropriated, to the Commissioner of State Lands, to be payable from cash
16 funds as defined by Arkansas Code 19-4-801, for personal services and
17 operating expenses for projects involving submerged land by the Commissioner
18 of State Lands for the fiscal year ending June 30, 2025, the following:

20	ITEM	FISCAL YEAR
21	<u>NO.</u>	<u>2024-2025</u>
22	(01) SUBMERGED LANDS	<u><u>\$250,000</u></u>

23
24 SECTION 7. COMPLIANCE WITH OTHER LAWS. Disbursement of funds
25 authorized by this act shall be limited to the appropriation for such agency
26 and funds made available by law for the support of such appropriations; and
27 the restrictions of the State Procurement Law, the General Accounting and
28 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
29 Procedures and Restrictions Act, or their successors, and other fiscal
30 control laws of this State, where applicable, and regulations promulgated by
31 the Department of Finance and Administration, as authorized by law, shall be
32 strictly complied with in disbursement of said funds.

33
34 SECTION 8. LEGISLATIVE INTENT. It is the intent of the General
35 Assembly that any funds disbursed under the authority of the appropriations
36 contained in this act shall be in compliance with the stated reasons for

1 which this act was adopted, as evidenced by the Agency Requests, Executive
 2 Recommendations and Legislative Recommendations contained in the budget
 3 manuals prepared by the Department of Finance and Administration, letters, or
 4 summarized oral testimony in the official minutes of the Arkansas Legislative
 5 Council or Joint Budget Committee which relate to its passage and adoption.

6
 7 SECTION 9. EMERGENCY CLAUSE. It is found and determined by the General
 8 Assembly, that the Constitution of the State of Arkansas prohibits the
 9 appropriation of funds for more than a one (1) year period; that the
 10 effectiveness of this Act on July 1, 2024 is essential to the operation of
 11 the agency for which the appropriations in this Act are provided, and that in
 12 the event of an extension of the legislative session, the delay in the
 13 effective date of this Act beyond July 1, 2024 could work irreparable harm
 14 upon the proper administration and provision of essential governmental
 15 programs. Therefore, an emergency is hereby declared to exist and this Act
 16 being necessary for the immediate preservation of the public peace, health
 17 and safety shall be in full force and effect from and after July 1, 2024.

Commissioner of State Lands

Title		Current LIM FY2024		Requested LIM FY2025		Pos # Change	Percent Change
(1)	Chief Deputy	1	\$129,790	1	\$142,769	0	10%
(2)	General Counsel	1	\$116,310	1	\$127,941	0	10%
(3)	IT Director	4	\$119,864	0	\$0	-1	0%
Reclass (3) IT Administrator				1	\$125,859	1	0%
New (4) Real Estate Administrator				1	\$125,859	1	
(5)	Network Administrator	1	\$86,274	1	\$94,901	0	10%
(6)	Staff Attorney	1	\$93,408	0	\$0	-1	0%
Reclass (6) Special Projects Coordinator				1	\$94,901	1	0%
(7)	Real Estate Director	1	\$83,710	1	\$92,081	0	10%
(8)	Public Relations Director	1	\$83,710	1	\$92,081	0	10%
(9)	Operations Director	1	\$83,710	1	\$92,081	0	10%
(10)	Fiscal Director	1	\$83,710	1	\$92,081	0	10%
(11)	Human Resources Supervisor	1	\$75,021	1	\$82,523	0	10%
(12)	Governmental Relations Liaison	1	\$75,021	1	\$82,523	0	10%
(13)	Fiscal Associate I	1	\$75,021	1	\$82,523	0	10%
(14)	Assist. Director of Real Estate	1	\$75,021	1	\$82,523	0	10%
New (15) Assist. Director of Public Relations				1	\$82,523	1	
(16)	Redemption Coordinator	1	\$67,235	1	\$73,959	0	10%
(17)	Fiscal Associate II	2	\$67,235	2	\$73,959	0	10%
(18)	Public Affairs Liaison	1	\$67,235	1	\$73,959	0	10%
(19)	Mineral Leasing & Nat. Res. Coord.	1	\$67,235	1	\$73,959	0	10%
(20)	Research Tech	5	\$60,259	5	\$66,285	0	10%
(21)	Paralegal	1	\$60,259	1	\$66,285	0	10%
(22)	Research Coordinator	1	\$60,259	1	\$66,285	0	10%
(23)	Records Specialist	1	\$60,259	1	\$66,285	0	10%
(24)	Management Secretary	2	\$60,259	2	\$66,285	0	10%
Legal Secretary		4	\$60,259			-1	
(25)	Executive Assistant	1	\$60,259	1	\$66,285	0	10%
(26)	Fiscal Secretary	1	\$60,259	1	\$66,285	0	10%
(27)	Redemption Tech	3	\$54,008	3	\$59,409	0	10%
(28)	Public Relations Secretary	1	\$54,008	1	\$59,409	0	10%
Fiscal Associate III		4	\$54,008			-1	
(29)	Administrative Specialist	1	\$54,008	1	\$59,409	0	10%
(30)	Real Estate Secretary	1	\$48,497	1	\$53,347	0	10%
(31)	Administration	1	\$48,497	1	\$53,347	0	10%
(32)	Records Retention Tech	1	\$43,389	1	\$47,728	0	10%
(33)	Customer Service Associate	5	\$43,389	1	\$47,728	-4	10%
Max. No. of Employees		45		41		-4	

Section 2. Appropriation - Operations - State Central Services					
		Current	Requested	Dollar Change	Percentage Change
(01)	REGULAR SALARIES	\$3,041,119	\$3,011,056	-\$30,063	-1.0%
(03)	PERSONAL SERVICES MATCHING	\$1,043,155	\$1,032,843	-\$10,312	-0.99%
Total Appropriation Change Related to Positions				-\$40,375	