

1 State of Arkansas  
2 91st General Assembly  
3 Fiscal Session, 2018

# A Bill

HOUSE BILL 1138

4  
5 By: House Management

## For An Act To Be Entitled

8 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES  
9 AND OPERATING EXPENSES FOR THE ARKANSAS HOUSE OF  
10 REPRESENTATIVES - STAFF FOR THE FISCAL YEAR ENDING  
11 JUNE 30, 2019; AND FOR OTHER PURPOSES.

## Subtitle

15 AN ACT FOR THE ARKANSAS HOUSE OF  
16 REPRESENTATIVES - STAFF APPROPRIATION FOR  
17 THE 2018-2019 FISCAL YEAR.

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20 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

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22 SECTION 1. REGULAR SALARIES - HOUSE STAFF. There is hereby established  
23 for the Arkansas House of Representatives for the 2018-2019 fiscal year, the  
24 following maximum number of regular employees.

25				Maximum Annual
26			Maximum	Salary Rate
27	Item		No. of	Fiscal Year
28	No.	Title	Employees	2018-2019
29	(1)	CHIEF OF STAFF	1	GRADE SE03
30	(2)	PARLIAMENTARIAN/COORD LEGISLATIVE SERV	1	GRADE SE02
31	(3)	HOUSE COUNSEL/ASST PARLIAMENTARIAN	1	GRADE SE02
32	(4)	HOUSE ADMINISTRATOR	1	GRADE SE01
33	(5)	CHIEF CLERK/FISCAL OFFICER	1	GRADE GS14
34	(6)	DIRECTOR OF MEMBER SERVICES	1	GRADE GS14
35	(7)	ADMINISTRATIVE SPECIALIST	3	GRADE GS11
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1	(8)	HOUSE PROPERTIES & FACILITIES MGR	1	GRADE GS11
2	(9)	CHIEF INFORMATION OFFICER	1	GRADE GS11
3	(10)	ASST CHIEF CLERK/ASST FISCAL OFFICER	1	GRADE GS09
4	(11)	PRODUCTION ASSISTANT	3	GRADE GS06
5	(12)	ADMINISTRATIVE RECEPTIONIST	1	GRADE GS05
6	(13)	ASST HOUSE PROPERTIES & FACILITIES MGR	<u>1</u>	GRADE GS05
7		MAX. NO. OF EMPLOYEES	17	

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9 SECTION 2. EXTRA HELP. There is hereby authorized, for the Arkansas  
 10 House of Representatives for the 2018-2019 fiscal year, the following maximum  
 11 number of part-time or temporary employees, to be known as "Extra Help",  
 12 payable from funds appropriated herein for such purposes: seven (7)  
 13 temporary or part-time employees, when needed, at rates of pay not to exceed  
 14 those provided in the Uniform Classification and Compensation Act, or its  
 15 successor, or this act for the appropriate classification.

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17 SECTION 3. APPROPRIATION - STAFF. There is hereby appropriated, to the  
 18 Arkansas House of Representatives, to be payable from the State Central  
 19 Services Fund, for personal services and operating expenses of the Arkansas  
 20 House of Representatives and the staff of the Arkansas House of  
 21 Representatives for the fiscal year ending June 30, 2019, the following:

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23	ITEM	FISCAL YEAR
24	<u>NO.</u>	<u>2018-2019</u>
25	(01) REGULAR SALARIES	\$1,361,111
26	(02) EXTRA HELP	100,000
27	(03) PERSONAL SERV MATCHING	381,119
28	(04) MAINTENANCE & GENERAL OPERATIONS	700,000
29	(05) MAINT. & GEN. OPERATION	
30	(A) OPER. EXPENSE	0
31	(B) CONF. & TRAVEL	0
32	(C) PROF. FEES	75,000
33	(D) CAP. OUTLAY	0
34	(E) DATA PROC.	<u>0</u>
35	TOTAL AMOUNT APPROPRIATED	<u>\$2,617,230</u>

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SECTION 4. APPROPRIATION - INSTITUTE. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the Constitutional Officers Fund, for payment of per diem and mileage of members and newly elected members who attend the Institute of Legislative Procedure, House Legislative Orientation, and any other briefing meetings held prior to the convening of a Legislative Session of the General Assembly, the sum of .....

SECTION 5. APPROPRIATION - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for operating expenses required in continuing the automating of the legislative process of the Arkansas House of Representatives for the fiscal year ending June 30, 2019, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2018-2019</u>
(01) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	\$250,000
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	250,000
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$500,000</u></u>

SECTION 6. REGULAR SALARIES - MEMBER SERVICES. There is hereby established for the Arkansas House of Representatives - Member Services for the 2018-2019 fiscal year, the following maximum number of regular employees.

Item	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2018-2019
<u>No.</u>	<u>Title</u>	<u>Employees</u>	<u>2018-2019</u>
(1)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE III	8	GRADE GS09
(2)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE I	3	GRADE GS06
(3)	HOUSE LEGISLATIVE COMMITTEE SECRETARY I	<u>1</u>	GRADE GS05
MAX. NO. OF EMPLOYEES		12	

SECTION 7. APPROPRIATION - MEMBER SERVICES. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for personal services and operating expenses of the Arkansas House of Representatives - Member Services for the fiscal year ending June 30, 2019, the following:

ITEM NO.	FISCAL YEAR 2018-2019
(01) REGULAR SALARIES	\$1,149,754
(02) EXTRA HELP	50,000
(03) PERSONAL SERV MATCHING	321,931
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	45,000
(B) CONF. & TRAVEL	30,000
(C) PROF. FEES	0
(D) CAP. OUTLAY	40,000
(E) DATA PROC.	<u>35,000</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,671,685</u></u>

SECTION 8. REGULAR SALARIES - SUPPLEMENTAL STAFFING. There is hereby established for the Arkansas House of Representatives - Supplemental Staffing for the 2018-2019 fiscal year, the following maximum number of regular employees.

Item No.	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2018-2019
(1)	HOUSE LEGISLATIVE ANALYST III	8	GRADE GS09
(2)	HOUSE LEGISLATIVE ANALYST II	4	GRADE GS07
(3)	MANAGEMENT PROJECT ANALYST	1	GRADE GS07
(4)	HOUSE LEGIS COMMITTEE SECRETARY II	<u>6</u>	GRADE GS06
	MAX. NO. OF EMPLOYEES	19	

SECTION 9. APPROPRIATION - SUPPLEMENTAL STAFFING. There is hereby

1 appropriated, to the Arkansas House of Representatives, to be payable from  
 2 the State Central Services Fund, for personal services and operating expenses  
 3 of the Arkansas House of Representatives - Supplemental Staffing for the  
 4 fiscal year ending June 30, 2019, the following:

6 ITEM	FISCAL YEAR
7 <u>NO.</u>	<u>2018-2019</u>
8 (01) REGULAR SALARIES	\$1,379,953
9 (02) PERSONAL SERV MATCHING	386,387
10 (03) MAINT. & GEN. OPERATION	
11 (A) OPER. EXPENSE	155,000
12 (B) CONF. & TRAVEL	33,825
13 (C) PROF. FEES	5,000
14 (D) CAP. OUTLAY	61,424
15 (E) DATA PROC.	<u>10,000</u>
16 TOTAL AMOUNT APPROPRIATED	<u><u>\$2,031,589</u></u>

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 18 SECTION 10. APPROPRIATION - HOUSE SELECT COMMITTEE EXPENSES. There is  
 19 hereby appropriated, to the Arkansas House of Representatives, to be payable  
 20 from the State Central Services Fund, for paying per diem, expenses and  
 21 mileage to members of the House of Representatives attending regular and  
 22 special meetings and other committee related activities of the House Select  
 23 Committees for the fiscal year ending June 30, 2019, the following:

25 ITEM	FISCAL YEAR
26 <u>NO.</u>	<u>2018-2019</u>
27 (01) PER DIEM, EXPENSES AND MILEAGE FOR	
28 MEMBERS OF HOUSE SELECT COMMITTEES	<u><u>\$100,000</u></u>

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 30 SECTION 11. APPROPRIATION - REAPPROPRIATION - CONSTITUTIONAL OFFICERS  
 31 FUND. There is hereby appropriated, to the Arkansas House of Representatives,  
 32 to be payable from the Constitutional Officers Fund, for the balance  
 33 remaining on June 30, 2018 in the appropriations enacted to defray any  
 34 necessary expenses of the House of Representatives of the Ninety-First  
 35 General Assembly, Section 2 of Act 1 of 2017, Sections 4 and 11 of Act 499 of  
 36 2017, and HB1001 as introduced in the 2018 Fiscal Session, there to be used

1 for the same purposes for the Arkansas House of Representatives of the  
2 Ninety-First General Assembly, the sum in the aggregate not to exceed  
3 ..... \$3,079,226.  
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5 SECTION 12. APPROPRIATION - REAPPROPRIATION - STATE CENTRAL SERVICES  
6 FUND. There is hereby appropriated, to the Arkansas House of Representatives,  
7 to be payable from the State Central Services Fund, for the balance remaining  
8 on June 30, 2018 in the appropriations enacted to defray any necessary  
9 expenses of the House of Representatives of the Ninety-First General  
10 Assembly, Sections 3, 5, 7, 9, 10 and 12 of Act 499 of 2017, there to be used  
11 for the same purposes for the Arkansas House of Representatives of the  
12 Ninety-First General Assembly, the sum in the aggregate not to exceed  
13 ..... \$3,000,000.  
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15 SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
16 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. USES OF  
17 FUNDS. The funds appropriated in this Act shall be used to defray the  
18 necessary expenses of the operation of the Office of the Speaker of the House  
19 of Representatives, the Office of the Chief of Staff, the Office of the  
20 Coordinator of House Legislative Services, the Office of Parliamentarian, the  
21 Chief Clerk's Office, House Member Services Office and other reasonable and  
22 necessary expenses of the House of Representatives of the General Assembly  
23 incurred during the fiscal year ending June 30, ~~2018~~ 2019. Any balance  
24 remaining on June 30, ~~2017~~ 2018 in the funds provided by this Act shall be  
25 made available for the fiscal year ending June 30, ~~2018~~ 2019 and for the same  
26 purposes.  
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28 SECTION 14. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
29 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER  
30 AUTHORITY. If the Speaker of the House and the Chief of Staff or his  
31 designee determine that any item or portion thereof appropriated herein for a  
32 specific purpose is not needed for such purpose, they may certify such fact  
33 to the State Auditor and the State Auditor shall cause a transfer to be made  
34 from one item to another.  
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36 SECTION 15. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS

1 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SALARIES.  
2 In order that exceptionally well-qualified personnel may be recruited and  
3 retained, the House of Representatives may exceed the maximum salary levels  
4 by no more than twenty percent (20%) for no more than one-third (1/3) of the  
5 positions authorized in their operation appropriation act, may exceed the  
6 maximum salary levels for the purpose of merit adjustments for all positions,  
7 and may promote a maximum of two grades for no more than one-third (1/3) of  
8 the classified positions authorized in its operation appropriation act.

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10 SECTION 16. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
11 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW.  
12 AUDIO/VISUAL POLICY. The appropriations provided herein to produce audio or  
13 video materials by or under the direction of the House of Representatives  
14 shall not be used for the following:

15 (a) A person may not use audio or video materials produced by or under the  
16 direction of the House of Representatives in political or campaign  
17 advertising.

18 (b) A person may not use audio or video materials produced by or under the  
19 direction of the House of Representatives for a commercial purpose.

20 (1) In this section, "commercial purpose" means a purpose that is  
21 intended to result in a profit or other tangible benefit.

22 (c) The House Management Committee may give permission to an entity to use  
23 the audio or video materials for public education governmental  
24 broadcast which shall not conflict with subsection (b).

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26 SECTION 17. COMPLIANCE WITH OTHER LAWS. Disbursement of funds  
27 authorized by this act shall be limited to the appropriation for such agency  
28 and funds made available by law for the support of such appropriations; and  
29 the restrictions of the State Procurement Law, the General Accounting and  
30 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary  
31 Procedures and Restrictions Act, or their successors, and other fiscal  
32 control laws of this State, where applicable, and regulations promulgated by  
33 the Department of Finance and Administration, as authorized by law, shall be  
34 strictly complied with in disbursement of said funds.

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36 SECTION 18. LEGISLATIVE INTENT. It is the intent of the General

1 Assembly that any funds disbursed under the authority of the appropriations  
2 contained in this act shall be in compliance with the stated reasons for  
3 which this act was adopted, as evidenced by the Agency Requests, Executive  
4 Recommendations and Legislative Recommendations contained in the budget  
5 manuals prepared by the Department of Finance and Administration, letters, or  
6 summarized oral testimony in the official minutes of the Arkansas Legislative  
7 Council or Joint Budget Committee which relate to its passage and adoption.

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9 SECTION 19. EFFECTIVE DATE. This act is effective on and after July 1,  
10 2018.

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13 **APPROVED: 3/6/18**  
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