

1 State of Arkansas  
2 88th General Assembly  
3 Regular Session, 2011  
4

# A Bill

HOUSE BILL 1605

5 By: House Management Committee  
6

## For An Act To Be Entitled

8 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL  
9 SERVICES AND OPERATING EXPENSES FOR THE ARKANSAS  
10 HOUSE OF REPRESENTATIVES - STAFF FOR THE FISCAL  
11 YEAR ENDING JUNE 30, 2012; AND FOR OTHER  
12 PURPOSES.  
13  
14

## Subtitle

15 AN ACT FOR THE ARKANSAS HOUSE OF  
16 REPRESENTATIVES - STAFF APPROPRIATION FOR  
17 THE 2011-2012 FISCAL YEAR.  
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21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:  
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23 SECTION 1. REGULAR SALARIES - HOUSE STAFF. There is hereby established  
24 for the Arkansas House of Representatives for the 2011-2012 fiscal year, the  
25 following maximum number of regular employees.  
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Item		Maximum	Maximum Annual
No.	Title	No. of	Salary Rate
		Employees	Fiscal Year
			2011-2012
31	(1) PARLIAMENTARIAN/AD ASST/ASST TO SPEAKER	1	\$143,012
32	(2) CHIEF OF STAFF	1	\$135,509
33	(3) COORD HSE LEG SVC/ASST PARLIAMENTARIAN	1	\$130,543
34	(4) ADMINISTRATIVE ASSISTANT	2	GRADE N908
35	(5) ASST CHIEF OF STAFF/SPC ASST TO SPEAKER	1	GRADE N908
36	(6) CHIEF CLERK/FISCAL OFFICER	1	GRADE N906



1	(7)	ASST.EX.SEC/SESSION EMPLOYEE	1	GRADE C124
2	(8)	ASST.CHIEF CLERK/ASST. FISCAL OFFICER	1	GRADE C124
3	(9)	HOUSE PROPERTIES & FACILITIES MGR	1	GRADE C124
4	(10)	ASSISTANT EXECUTIVE SECRETARY	1	GRADE C124
5	(11)	ASST.EXEC.SEC./RECEPTIONIST	2	GRADE C118
6	(12)	ASST.HOUSE PROPERTIES & FAC. MGR	<u>1</u>	GRADE C118
7		MAX. NO. OF EMPLOYEES	14	

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9 SECTION 2. EXTRA HELP. There is hereby authorized, for the Arkansas  
 10 House of Representatives for the 2011-2012 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, 2012, the following:

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23	ITEM	FISCAL YEAR
24	<u>NO.</u>	<u>2011-2012</u>
25	(01) REGULAR SALARIES	\$1,321,924
26	(02) EXTRA HELP	100,000
27	(03) PERSONAL SERV MATCHING	370,139
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>\$2,567,063</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 .....\$200,000.

SECTION 5. APPROPRIATION - COMPUTERIZATION. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for expenses required in continuing the automation of the legislative process of the Arkansas House of Representatives for the fiscal year ending June 30, 2012, the sum of .....\$500,000.

SECTION 6. REGULAR SALARIES - MEMBER SERVICES. There is hereby established for the Arkansas House of Representatives - Member Services for the 2011-2012 fiscal year, the following maximum number of regular employees.

Item No.	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2011-2012
(1)	LEGISLATIVE ANALYST/SESSION EMPLOYEE	6	GRADE C124
(2)	LEGISLATIVE ANALYST/COMMUNICATIONS OFC	1	GRADE C124
(3)	LEGISLATIVE ANALYST/SESSION EMPLOYEE	6	GRADE C120
(4)	LEGISLATIVE COMMITTEE SECRETARY	<u>2</u>	GRADE C118
MAX. NO. OF EMPLOYEES		15	

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, 2012, the following:

ITEM FISCAL YEAR

1	<u>NO.</u>	<u>2011-2012</u>
2	(01) REGULAR SALARIES	\$1,101,006
3	(02) EXTRA HELP	50,000
4	(03) PERSONAL SERV MATCHING	308,282
5	(04) MAINT. & GEN. OPERATION	
6	(A) OPER. EXPENSE	45,000
7	(B) CONF. & TRAVEL	30,000
8	(C) PROF. FEES	0
9	(D) CAP. OUTLAY	40,000
10	(E) DATA PROC.	<u>35,000</u>
11	TOTAL AMOUNT APPROPRIATED	<u><u>\$1,609,288</u></u>

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13           SECTION 8. REGULAR SALARIES - SUPPLEMENTAL STAFFING. There is hereby  
 14 established for the Arkansas House of Representatives - Supplemental Staffing  
 15 for the 2011-2012 fiscal year, the following maximum number of regular  
 16 employees.

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18			Maximum Annual
19		Maximum	Salary Rate
20	Item	No. of	Fiscal Year
21	<u>No.</u>	<u>Title</u>	<u>Employees</u>
22	(1)	LEGISLATIVE ANALYST	12      GRADE C122
23	(2)	MANAGEMENT PROJECT ANALYST	1      GRADE C119
24	(3)	LEGISLATIVE COMMITTEE SECRETARY	<u>6</u> GRADE C118
25		MAX. NO. OF EMPLOYEES	19

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27           SECTION 9. APPROPRIATION - SUPPLEMENTAL STAFFING. There is hereby  
 28 appropriated, to the Arkansas House of Representatives, to be payable from  
 29 the State Central Services Fund, for personal services and operating expenses  
 30 of the Arkansas House of Representatives - Supplemental Staffing for the  
 31 fiscal year ending June 30, 2012, the following:

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33	ITEM	FISCAL YEAR
34	<u>NO.</u>	<u>2011-2012</u>
35	(01) REGULAR SALARIES	\$1,340,080
36	(02) PERSONAL SERV MATCHING	375,222

1	(03) MAINT. & GEN. OPERATION	
2	(A) OPER. EXPENSE	155,000
3	(B) CONF. & TRAVEL	33,825
4	(C) PROF. FEES	5,000
5	(D) CAP. OUTLAY	61,424
6	(E) DATA PROC.	<u>10,000</u>
7	TOTAL AMOUNT APPROPRIATED	<u>\$1,980,551</u>

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9 SECTION 10. APPROPRIATION - HOUSE SELECT COMMITTEE EXPENSES. There is  
 10 hereby appropriated, to the Arkansas House of Representatives, to be payable  
 11 from the State Central Services Fund, for paying per diem, expenses and  
 12 mileage to members of the House of Representatives attending regular and  
 13 special meetings and other committee related activities of the House Select  
 14 Committees for the fiscal year ending June 30, 2012, the following:

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16	ITEM	FISCAL YEAR
17	<u>NO.</u>	<u>2011-2012</u>
18	(01) PER DIEM, EXPENSES AND MILEAGE FOR	
19	MEMBERS OF HOUSE SELECT COMMITTEES	<u>\$100,000</u>

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21 SECTION 11. APPROPRIATION - REAPPROPRIATION - CONSTITUTIONAL OFFICERS  
 22 FUND. There is hereby appropriated, to the Arkansas House of Representatives,  
 23 to be payable from the Constitutional Officers Fund, for the balance  
 24 remaining on June 30, 2011 in the appropriations enacted to defray the  
 25 necessary expenses of the House of Representatives of the Eighty-Eighth  
 26 General Assembly, Section 2 of Act 1 of 2010, Sections 4 and 11 of Act 225 of  
 27 2010 and Act 2 of 2011, there to be used for the same purposes for the  
 28 Arkansas House of Representatives of the Eighty-Eighth General Assembly, in a  
 29 sum in the aggregate not to exceed.....\$3,294,723.

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31 SECTION 12. APPROPRIATION - REAPPROPRIATION - STATE CENTRAL SERVICES  
 32 FUND. There is hereby appropriated, to the Arkansas House of Representatives,  
 33 to be payable from the State Central Services Fund, for the balance remaining  
 34 on June 30, 2011 in the appropriations enacted to defray the necessary  
 35 expenses of the House of Representatives of the Eighty-Eighth General  
 36 Assembly, Sections 3, 5, 7, 9, 10, and 12 of Act 225 of 2010, there to be

1 used for the same purposes for the Arkansas House of Representatives of the  
 2 Eighty-Eighth General Assembly, in a sum in the aggregate not to  
 3 exceed.....\$3,000,000.  
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5 SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
 6 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. USES OF  
 7 FUNDS. The funds appropriated in this Act shall be used to defray the  
 8 necessary expenses of the operation of the Office of the Speaker of the House  
 9 of Representatives, the Office of the Chief of Staff, the Office of the  
 10 Coordinator of House Legislative Services, the Office of Parliamentarian, the  
 11 Chief Clerk's Office, House ~~Constituency~~ Member Services Office and other  
 12 reasonable and necessary expenses of the House of Representatives of the  
 13 General Assembly incurred during the fiscal year ending June 30, ~~2011~~ 2012.  
 14 Any balance remaining on June 30, ~~2010~~ 2011 in the funds provided by this Act  
 15 shall be made available for the fiscal year ending June 30, ~~2011~~ 2012 and for  
 16 the same purposes.  
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18 SECTION 14. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
 19 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER  
 20 AUTHORITY. If the Speaker of the House and the ~~Coordinator of House~~  
 21 ~~Legislative Services~~ Chief of Staff or his designee determine that any item  
 22 or portion thereof appropriated herein for a specific purpose is not needed  
 23 for such purpose, they may certify such fact to the State Auditor and the  
 24 State Auditor shall cause a transfer to be made from one item to another.  
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26 SECTION 15. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
 27 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SALARIES.  
 28 In order that exceptionally well-qualified personnel may be recruited and  
 29 retained, the House of Representatives may exceed the maximum salary levels  
 30 by no more than twenty percent (20%) for no more than one-third (1/3) of the  
 31 positions authorized in their operation appropriation act, may exceed the  
 32 maximum salary levels for the purpose of merit adjustments for all positions,  
 33 and may promote a maximum of two grades for no more than one-third (1/3) of  
 34 the classified positions authorized in its operation appropriation act.  
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36 SECTION 16. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS

1 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW.  
2 AUDIO/VISUAL POLICY. The appropriations provided herein to produce audio or  
3 video materials by or under the direction of the House of Representatives  
4 shall not be used for the following:

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

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

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

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

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

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29 SECTION 18. LEGISLATIVE INTENT. It is the intent of the General  
30 Assembly that any funds disbursed under the authority of the appropriations  
31 contained in this act shall be in compliance with the stated reasons for  
32 which this act was adopted, as evidenced by the Agency Requests, Executive  
33 Recommendations and Legislative Recommendations contained in the budget  
34 manuals prepared by the Department of Finance and Administration, letters, or  
35 summarized oral testimony in the official minutes of the Arkansas Legislative  
36 Council or Joint Budget Committee which relate to its passage and adoption.

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2       SECTION 19. EMERGENCY CLAUSE. It is found and determined by the  
3 General Assembly, that the Constitution of the State of Arkansas prohibits  
4 the appropriation of funds for more than a one (1) year period; that the  
5 effectiveness of this Act on July 1, 2011 is essential to the operation of  
6 the agency for which the appropriations in this Act are provided, and that in  
7 the event of an extension of the legislative session, the delay in the  
8 effective date of this Act beyond July 1, 2011 could work irreparable harm  
9 upon the proper administration and provision of essential governmental  
10 programs. Therefore, an emergency is hereby declared to exist and this Act  
11 being necessary for the immediate preservation of the public peace, health  
12 and safety shall be in full force and effect from and after July 1, 2011.

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