



Department of Shared Administrative Services  
 Governor Sarah Huckabee Sanders  
 Secretary Leslie Fisk

September 16, 2026

The Honorable Breanne Davis, Co-Chairperson  
 The Honorable Les Warren, Co-Chairperson  
 Uniform Personnel Classification and  
 Compensation Plan Subcommittee  
 Arkansas Legislative Council  
 State Capitol Building, Room 315  
 Little Rock, Arkansas 72201

Dear Senator Davis and Representative Warren:

The Office of Personnel Management (OPM) submits a request from the Governor's Mansion Commission for your review.

The Governor's Mansion Commission is requesting one (1) position from the OPM surrender pool established by Arkansas Code Annotated § 21-5-225(a). The classification requested and positions being surrendered are listed below:

**CLASSIFICATION REQUESTED**

| <b><u>CLASS CODE</u></b> | <b><u>TITLE</u></b> | <b><u>GRADE</u></b> | <b><u># REQUESTED</u></b> | <b><u>SALARY RANGE</u></b> |
|--------------------------|---------------------|---------------------|---------------------------|----------------------------|
| TMA02C                   | Maintenance Manager | SGS07               | 1                         | \$57,351 - \$84,879        |

**POSITIONS SURRENDERED**

| <b><u>POSITION NUMBER</u></b> | <b><u>TITLE</u></b>      | <b><u>CLASS CODE</u></b> | <b><u>GRADE</u></b> | <b><u>SALARY RANGE</u></b> | <b><u>LAST DATE VACATED</u></b> |
|-------------------------------|--------------------------|--------------------------|---------------------|----------------------------|---------------------------------|
| 22142747                      | Gov Maintenance Manager  | GOV43G                   | SGS02               | \$35,610 - \$52,703        | 07/04/2026                      |
| 22142742                      | Gov Food Services Expert | GOV40G                   | SGS05               | \$47,397 - \$70,148        | 08/28/2026                      |

**JUSTIFICATION**

The Governor's Mansion Commission is requesting the above position to improve the ability to recruit qualified applicants for this critical position. The responsibilities of this position require

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extensive technical knowledge and experience to oversee maintenance, repair, and preservation of the Governor's Mansion. As one of the state's most significant and visible facilities, the Governor's Mansion must be maintained to the highest standards to ensure its continued operation, preservation and readiness for official functions. The establishment of the requested position will provide a salary range that is more appropriately aligned with other state facility maintenance managers. Approval of this request will result in approximately \$56,908 in savings to State Central Services.

**RECOMMENDATION**

OPM has reviewed the request and **recommends** the approval of one (1) surrender pool position. Your consideration of this request is greatly appreciated.

*Kay Barnhill JE*

STATE PERSONNEL DIRECTOR

*9/4/2026*  
DATE

KB/ca:1-2

| Positions Requested                                           |                |            |                     |       |                     |                 |                     |
|---------------------------------------------------------------|----------------|------------|---------------------|-------|---------------------|-----------------|---------------------|
| Business Area                                                 | # of Positions | Class Code | Title               | Grade | Salary Range        | *Estimated Cost | Funding Source(s) % |
| 0314                                                          | 1              | TMA02C     | Maintenance Manager | SGS07 | \$57,351 - \$84,879 | \$ 80,291.40    | 100% SCS            |
|                                                               |                |            |                     |       |                     |                 |                     |
| Total Estimated Cost of the New Positions including 40% match |                |            |                     |       |                     | \$              | 80,291.40           |
| Total Cost to General Revenue                                 |                |            |                     |       |                     | \$              | 80,291.40           |

| Positions Surrendered                |                 |            |                          |       |              |                       |                     |                     |
|--------------------------------------|-----------------|------------|--------------------------|-------|--------------|-----------------------|---------------------|---------------------|
| Business Area                        | Position Number | Class Code | Title                    | Grade | Date Vacated | Position Budgeted Y/N | **Estimated Savings | Funding Source(s) % |
| 0314                                 | 22142747        | GOV43G     | Gov Maintenance Manager  | SGS02 | 7/4/2026     | Y                     | \$ 65,799.85        | 100% SCS            |
| 0314                                 | 22142742        | GOV40G     | Gov Food Services Expert | SGS05 | 8/28/2026    | Y                     | \$ 71,399.92        | 100% SCS            |
|                                      |                 |            |                          |       |              |                       |                     |                     |
|                                      |                 |            |                          |       |              |                       |                     |                     |
|                                      |                 |            |                          |       |              |                       |                     |                     |
| Total Estimated Savings              |                 |            |                          |       |              |                       | \$                  | 137,199.76          |
| Estimated Savings to General Revenue |                 |            |                          |       |              |                       | \$                  | 137,199.76          |

|                                         |    |             |
|-----------------------------------------|----|-------------|
| Total Estimated Cost to the Agency      | \$ | (56,908.36) |
| Total Estimated Cost to General Revenue | \$ | (56,908.36) |
| Total Authorized Position Adjustment    |    | -1          |

\* The Estimated Cost calculation is based upon the ~~Midpoint~~ **Entry rate** of the salary range, plus 40% matching.

\*\* The Estimated Savings calculation is based upon the exit salary plus 40% match, only if a position has been vacant less than 1 year from the date of the request. Otherwise, savings is solely based on ~~\$6,600~~ **\$7,920** provided to EBD for all budgeted positions.

\*\*\* If it is expected that the salary provided to the employee hired into a new position will be higher than the entry rate, then the expected salary shall be used in lieu of the entry rate of the grade.