

# ARKANSAS LEGISLATIVE COUNCIL

## Enabling Laws

Act 2100 of 2005

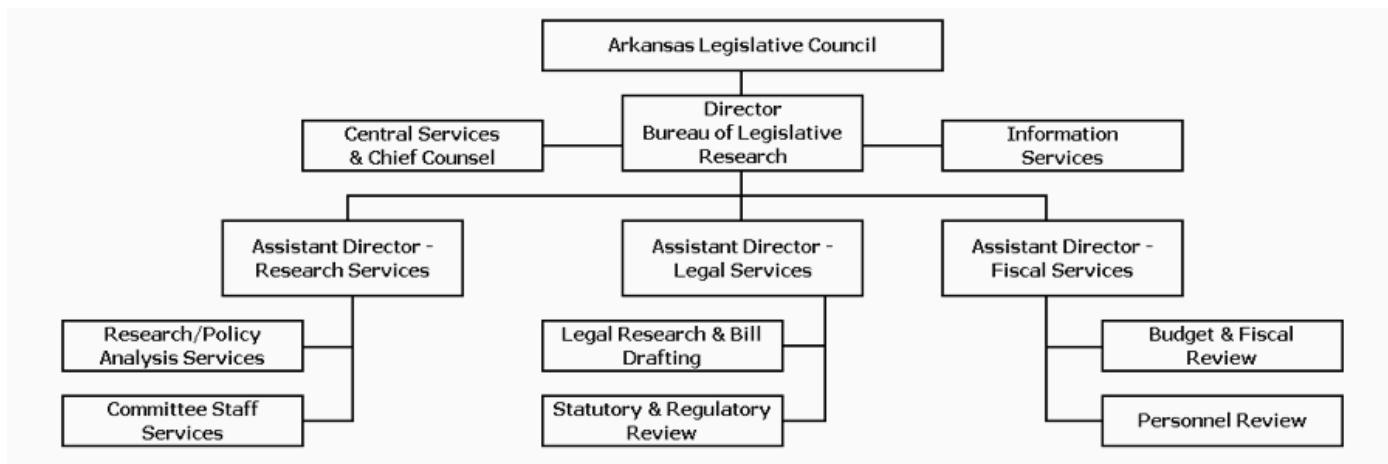
A.C.A. §10-3-301 et seq.

## History and Organization

The Bureau of Legislative Research was first established in 1947 (Act 192 of 1947), as a service agency within the legislative department of government and its employees are employees of the Arkansas General Assembly. The Bureau of Legislative Research receives its funding from the State Central Services Fund. The Bureau of Legislative Research, under the control and direction of the Arkansas Legislative Council is charged with the following duties:

- 1) Assist all members of the General Assembly in drafting bills and resolutions, and making studies, preparing factual information, and by performing other services for members of the General Assembly as may be reasonably requested and which are in aid of the performance of the legislative duties of the members of the General Assembly;
- 2) Provide staff for legislative committees both during session and in the interim between session;
- 3) Maintain a limited legislative reference library, including current publications and data from other states and those publications and data from agencies in this state, exchange publications with comparable legislative agencies in other states, in order that the General Assembly might be fully advised of current developments in the legislatures of the various states and retain copies of bills introduced at the various legislative sessions which may or may not have been enacted by the General Assembly;
- 4) Prepare research reports and provide other staff services to the various legislative committees or subcommittees with respect to studies conducted at the direction of the General Assembly, or either house thereof, or upon request of any member of the General Assembly;
- 5) Assist the Legislative Council and Joint Budget Committee in the study of the budgetary and fiscal needs of the various state agencies and cooperate with the Department of Finance and Administration and other agencies of this state, upon direction of the Council and Joint Budget Committee, in the preparation of a budget manual reflecting the budgetary recommendations of the Legislative Council and the Joint Budget Committee to each session of the General Assembly;
- 6) Cooperate with comparable legislative service agencies in other states by exchanging information of legislative interest and participate in conferences or workshops on a regional or national basis organized for the purpose of exchanging information or discussing means and methods of improving services to legislatures and legislators in connection with the performance of their official duties;
- 7) Assist in the codification of general and permanent Acts of the General Assembly into the Arkansas Code of 1987 Annotated. This function is performed through the Statutory and Regulatory Review Section which was created when Act 1260 of 2005 transferred the staff of the Arkansas Code Revision Commission to the Bureau of Legislative Research. The Statutory and Regulatory Review Section also provides proofing and editorial services to the Bureau, particularly in the Bureau's bill drafting operation;
- 8) Conduct more in-depth research, analysis, and committee services as provided by Act 2100 of

- 2005 for a separate Research and Committee Staff Division;
- 9) Perform any other duties and assignments as may be directed by the Legislative Council or by the General Assembly.



## **Agency Commentary**

### **Bureau of Legislative Research- Operations**

The Bureau of Legislative Research requests a total of \$15,611,263 for Fiscal Year 2007-08 and \$15,478,798 for Fiscal Year 2008-09 for salaries and operating expenses. Operating Expenses for Fiscal Year 2007-08 are based on Fiscal Year 2005-06 actual expenditures. Operating expenses for Fiscal Year 2008-09 are based on Fiscal Year 2006-07 budgeted levels. Capital Outlay is requested to be continued at the current budgeted level for both fiscal years to provide appropriation flexibility for replacement and upgrading of various equipment when necessary. All other items are requested to be continued at the FY 2006-07 budgeted level.

Act 1260 (HB1971) of 2005 transferred the Arkansas Code Revision Commission to the Bureau of Legislative Research effective July 1, 2005.

### **Personnel**

The Bureau of Legislative Research requests a total of 136 positions, which is the current authorized level of the Bureau of Legislative Research and Code Revision Commission combined. Regular Salaries include a 3% Cost of Living increase for both fiscal years of the 2007-09 biennium.

### **Legislative Council Disbursing Officer**

The 2007-09 biennial request for the Joint Ad Interim Committee Study Expenses, Joint AD Interim Committee Expenses and the Energy Council appropriation are all requested to be continued at the Fiscal Year 2006-07 budgeted amounts.

## Audit Findings

DIVISION OF LEGISLATIVE AUDIT  
 AUDIT OF :  
 BUREAU OF LEGISLATIVE RESEARCH  
 FOR THE YEAR ENDED JUNE 30, 2005

### Findings

### Recommendations

The Division of Legislative Audit does not perform an audit for the Agency.

## Employment Summary

	Male	Female	Total	%
White Employees	32	55	87	90 %
Black Employees	1	7	8	8 %
Other Racial Minorities	1	1	2	2 %
Total Minorities			10	10%
Total Employees			97	100 %

## Publications

### A.C.A 25-1-204

Name	Statutory Authorization	Required for		# Of Copies	Reason (s) for Continued Publication and Distribution
		Governor	General Assembly		
10 Year Summary of Expenditures (A Book) (Biennially)	A.C.A. §10-3-303	Y	Y	150	Only Compilation of History of State Agency Expenditures for Research
Monthly and Annual Revenue Report	A.C.A. §10-1-403	Y	Y	150	Sole Source of Information on a timely basis
Selected Statistical Financial Data for Arkansas (B Book) (Biennially)	A.C.A. §10-3-303	Y	Y	250	State Finance Resource for Legislators, Schools, and Libraries.
Summary of Legislative Action (Produced after each Legislative Session)	A.C.A. §10-3-303	Y	Y	300	Compilation of Legislation Enacted by the General Assembly
Tax Handbook (Biennially)	A.C.A. §10-3-1403-(a)(6)	Y	Y	250	Only Compilation of Arkansas Taxes available to Legislators, Schools, and Libraries.

**Agency Position Usage Report**

FY2004-2005						FY2005-2006						FY2006-2007					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
141	94	47	141	0	33.33%	136	93	43	136	0	31.62%	136	97	39	136	0	28.68%

The Arkansas Code Revision Commission positions are reflected in Legislative Council's for all three fiscal years due to the transfer of staff from the Commission to Council per Act 1260 of 2005.

## Appropriation Summary

**Appropriation:** 015 Legislative Council - Operations  
**Funding Sources:** HSC - State Central Services

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item	2005-2006	2006-2007	2006-2007	2007-2008			2008-2009		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	5,015,879	8,814,830	8,823,789	9,020,247	9,020,247	0	9,231,844	9,231,844	0
<b>#Positions</b>	<b>107</b>	<b>136</b>	<b>136</b>	<b>136</b>	<b>136</b>	<b>0</b>	<b>136</b>	<b>136</b>	<b>0</b>
Extra Help 5010001	21,656	80,000	80,000	80,000	80,000	0	80,000	80,000	0
<b>#Extra Help</b>	<b>6</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>0</b>	<b>31</b>	<b>31</b>	<b>0</b>
Personal Services Matching 5010003	1,329,132	2,213,341	2,206,927	2,391,992	2,391,992	0	2,435,599	2,435,599	0
Operating Expenses 5020002	1,160,784	773,115	783,908	773,115	1,160,784	0	773,115	773,115	0
Conference & Travel Expenses 5050009	198,254	198,190	198,190	198,190	198,190	0	198,190	198,190	0
Professional Fees 5060010	517,074	429,495	429,495	429,495	429,495	0	429,495	429,495	0
Data Processing 5090012	300	262,012	262,012	262,012	262,012	0	262,012	262,012	0
Capital Outlay 5120011	83,663	400,000	400,000	0	400,000	0	0	400,000	0
Contingency 5130018	0	1,563,480	1,563,480	1,563,480	1,563,480	0	1,563,480	1,563,480	0
Committee Rooms 5900046	0	105,063	105,063	105,063	105,063	0	105,063	105,063	0
<b>Total</b>	<b>8,326,742</b>	<b>14,839,526</b>	<b>14,852,864</b>	<b>14,823,594</b>	<b>15,611,263</b>	<b>0</b>	<b>15,078,798</b>	<b>15,478,798</b>	<b>0</b>
<b>Funding Sources</b>									
General Revenue 4000010	402,851	415,967		0	0	0	0	0	0
State Central Services 4000035	7,606,900	14,258,359		14,823,594	15,611,263	0	15,078,798	15,478,798	0
State Administration of Justice 4000470	113,996	113,996		0	0	0	0	0	0
Transfers from Agencies 4000690	202,995	51,204		0	0	0	0	0	0
<b>Total Funding</b>	<b>8,326,742</b>	<b>14,839,526</b>		<b>14,823,594</b>	<b>15,611,263</b>	<b>0</b>	<b>15,078,798</b>	<b>15,478,798</b>	<b>0</b>
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
<b>Grand Total</b>	<b>8,326,742</b>	<b>14,839,526</b>		<b>14,823,594</b>	<b>15,611,263</b>	<b>0</b>	<b>15,078,798</b>	<b>15,478,798</b>	<b>0</b>

No Executive Recommendation made on this appropriation. Actual Exp for Prof Fees, Operating Exp & Travel in FY06 exceed Authorized due to special language which provides Appropriation Transfer authority. The FY07 Budgeted amount in Matching exceeds the authorized amount due to matching rate adjustments during the 05-07 biennium. The transfers from Agencies includes \$51,480 from various Agencies for AR Code Books & \$151,515 from the Dept of Education for the Odden & Picus Educ Adequacy Study.

## Change Level by Appropriation

**Appropriation:** 015-Legislative Council - Operations

**Funding Sources:** HSC - State Central Services

### Agency Request

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>14,823,594</b>	<b>136</b>	<b>14,823,594</b>	<b>100.0</b>	<b>15,078,798</b>	<b>136</b>	<b>15,078,798</b>	<b>100.0</b>
C01	Existing Program	787,669	0	15,611,263	105.3	400,000	0	15,478,798	102.6
C10	Reclass	0	0	15,611,263	105.3	0	0	15,478,798	102.6
C14	Title Change	0	0	15,611,263	105.3	0	0	15,478,798	102.6