

1 State of Arkansas  
2 89th General Assembly  
3 Regular Session, 2013  
4

# A Bill

HOUSE BILL 1471

5 By: House Management Committee  
6

## 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, 2014; AND FOR OTHER PURPOSES.  
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## Subtitle

14 AN ACT FOR THE ARKANSAS HOUSE OF  
15 REPRESENTATIVES - STAFF APPROPRIATION FOR  
16 THE 2013-2014 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 2013-2014 fiscal year, the  
24 following maximum number of regular employees.  
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26			Maximum Annual
27			Salary Rate
28	Item	Maximum	Fiscal Year
29	No.	No. of	2013-2014
	Title	Employees	
30	(1) CHIEF OF STAFF	1	\$141,509
31	(2) CHIEF OPERATIONS OFFICER	1	\$141,509
32	(3) PARLIAMENTARIAN/AD ASST/ASST TO SPEAKER	1	\$136,323
33	(4) COORD HOUSE LEGISLATIVE SERVICES	1	\$136,323
34	(5) DIRECTOR OF HOUSE	1	GRADE N910
35	(6) HOUSE ADMINISTRATOR	1	GRADE N910
36	(7) ADMINISTRATIVE ASSISTANT	1	GRADE N908



1	(8)	CHIEF CLERK/FISCAL OFFICER	1	GRADE N906
2	(9)	ASST EX SEC/SESSION EMPLOYEE	1	GRADE C124
3	(10)	ASST CHIEF CLERK/ASST FISCAL OFFICER	1	GRADE C124
4	(11)	HOUSE PROPERTIES & FACILITIES MGR	1	GRADE C124
5	(12)	ASSISTANT EXECUTIVE SECRETARY	1	GRADE C124
6	(13)	ASST EXEC SEC/RECEPTIONIST	2	GRADE C118
7	(14)	ASST HOUSE PROPERTIES & FAC MGR	<u>1</u>	GRADE C118
8		MAX. NO. OF EMPLOYEES	15	

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10 SECTION 2. EXTRA HELP. There is hereby authorized, for the Arkansas  
 11 House of Representatives for the 2013-2014 fiscal year, the following maximum  
 12 number of part-time or temporary employees, to be known as "Extra Help",  
 13 payable from funds appropriated herein for such purposes: seven (7)  
 14 temporary or part-time employees, when needed, at rates of pay not to exceed  
 15 those provided in the Uniform Classification and Compensation Act, or its  
 16 successor, or this act for the appropriate classification.

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18 SECTION 3. APPROPRIATION - STAFF. There is hereby appropriated, to the  
 19 Arkansas House of Representatives, to be payable from the State Central  
 20 Services Fund, for personal services and operating expenses of the Arkansas  
 21 House of Representatives and the staff of the Arkansas House of  
 22 Representatives for the fiscal year ending June 30, 2014, the following:

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24	ITEM	FISCAL YEAR
25	<u>NO.</u>	<u>2013-2014</u>
26	(01) REGULAR SALARIES	\$1,491,220
27	(02) EXTRA HELP	100,000
28	(03) PERSONAL SERV MATCHING	417,542
29	(04) MAINTENANCE & GENERAL OPERATIONS	700,000
30	(05) MAINT. & GEN. OPERATION	
31	(A) OPER. EXPENSE	0
32	(B) CONF. & TRAVEL	0
33	(C) PROF. FEES	75,000
34	(D) CAP. OUTLAY	0
35	(E) DATA PROC.	<u>0</u>
36	TOTAL AMOUNT APPROPRIATED	<u><u>\$2,783,762</u></u>

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 2 SECTION 4. APPROPRIATION - INSTITUTE. There is hereby appropriated, to  
 3 the Arkansas House of Representatives, to be payable from the Constitutional  
 4 Officers Fund, for payment of per diem and mileage of members and newly  
 5 elected members who attend the Institute of Legislative Procedure, House  
 6 Legislative Orientation, and any other briefing meetings held prior to the  
 7 convening of a Legislative Session of the General Assembly, the sum of  
 8 .....\$200,000.

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 10 SECTION 5. APPROPRIATION - INFORMATION TECHNOLOGY. There is hereby  
 11 appropriated, to the Arkansas House of Representatives, to be payable from  
 12 the State Central Services Fund, for operating expenses required in  
 13 continuing the automating of the legislative process of the Arkansas House of  
 14 Representatives for the fiscal year ending June 30, 2014, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2013-2014</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>

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 26 SECTION 6. REGULAR SALARIES - MEMBER SERVICES. There is hereby  
 27 established for the Arkansas House of Representatives - Member Services for  
 28 the 2013-2014 fiscal year, the following maximum number of regular employees.

Item	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2013-2014
<u>No.</u>	<u>Title</u>	<u>Employees</u>	<u>2013-2014</u>
(1)	LEGISLATIVE ANALYST/SESSION EMPLOYEE	8	GRADE C124
(2)	LEGISLATIVE ANALYST/COMMUNICATIONS OFC	1	GRADE C124
(3)	LEGISLATIVE ANALYST/SESSION EMPLOYEE	5	GRADE C120

1 (4) LEGISLATIVE COMMITTEE SECRETARY 1 GRADE C118  
 2 MAX. NO. OF EMPLOYEES 15

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 4 SECTION 7. APPROPRIATION - MEMBER SERVICES. There is hereby  
 5 appropriated, to the Arkansas House of Representatives, to be payable from  
 6 the State Central Services Fund, for personal services and operating expenses  
 7 of the Arkansas House of Representatives - Member Services for the fiscal  
 8 year ending June 30, 2014, the following:

10	ITEM	FISCAL YEAR
11	<u>NO.</u>	<u>2013-2014</u>
12	(01) REGULAR SALARIES	\$1,149,754
13	(02) EXTRA HELP	50,000
14	(03) PERSONAL SERV MATCHING	321,931
15	(04) MAINT. & GEN. OPERATION	
16	(A) OPER. EXPENSE	45,000
17	(B) CONF. & TRAVEL	30,000
18	(C) PROF. FEES	0
19	(D) CAP. OUTLAY	40,000
20	(E) DATA PROC.	<u>35,000</u>
21	TOTAL AMOUNT APPROPRIATED	<u><u>\$1,671,685</u></u>

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 23 SECTION 8. REGULAR SALARIES - SUPPLEMENTAL STAFFING. There is hereby  
 24 established for the Arkansas House of Representatives - Supplemental Staffing  
 25 for the 2013-2014 fiscal year, the following maximum number of regular  
 26 employees.

28		Maximum Annual
29		Salary Rate
30	Item	Fiscal Year
31	<u>No. Title</u>	<u>2013-2014</u>
		Maximum
		No. of
		Employees
32	(1) LEGISLATIVE ANALYST	8
33	(2) LEGISLATIVE ANALYST	4
34	(3) MANAGEMENT PROJECT ANALYST	1
35	(4) LEGISLATIVE COMMITTEE SECRETARY	<u>6</u>
36	MAX. NO. OF EMPLOYEES	19

SECTION 9. APPROPRIATION - SUPPLEMENTAL STAFFING. 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 - Supplemental Staffing for the fiscal year ending June 30, 2014, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2013-2014</u>
(01) REGULAR SALARIES	\$1,379,953
(02) PERSONAL SERV MATCHING	386,387
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	155,000
(B) CONF. & TRAVEL	33,825
(C) PROF. FEES	5,000
(D) CAP. OUTLAY	61,424
(E) DATA PROC.	<u>10,000</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$2,031,589</u></u>

SECTION 10. APPROPRIATION - HOUSE SELECT COMMITTEE EXPENSES. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for paying per diem, expenses and mileage to members of the House of Representatives attending regular and special meetings and other committee related activities of the House Select Committees for the fiscal year ending June 30, 2014, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2013-2014</u>
(01) PER DIEM, EXPENSES AND MILEAGE FOR MEMBERS OF HOUSE SELECT COMMITTEES	<u>\$100,000</u>

SECTION 11. APPROPRIATION - REAPPROPRIATION - CONSTITUTIONAL OFFICERS FUND. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the Constitutional Officers Fund, for the balance remaining on June 30, 2013 in the appropriations enacted to defray any necessary expenses of the House of Representatives of the Eighty-Ninth

1 General Assembly, Section 2 of Act 1 of 2012, Sections 4 and 11 of Act 210 of  
2 2012, Act 2 of 2013, there to be used for the same purposes for the Arkansas  
3 House of Representatives of the Eighty-Ninth General Assembly, in a sum in  
4 the aggregate not to exceed.....\$3,079,226.

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6 SECTION 12. APPROPRIATION - REAPPROPRIATION - STATE CENTRAL SERVICES  
7 FUND. There is hereby appropriated, to the Arkansas House of Representatives,  
8 to be payable from the State Central Services Fund, for the balance remaining  
9 on June 30, 2013 in the appropriations enacted to defray any necessary  
10 expenses of the House of Representatives of the Eighty-Ninth General  
11 Assembly, Sections 3, 5, 7, 9, 10, and 12 of Act 210 of 2012, there to be  
12 used for the same purposes for the Arkansas House of Representatives of the  
13 Eighty-Ninth General Assembly, in a sum in the aggregate not to exceed  
14 .....\$3,000,000.

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16 SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
17 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. USES OF  
18 FUNDS. The funds appropriated in this Act shall be used to defray the  
19 necessary expenses of the operation of the Office of the Speaker of the House  
20 of Representatives, the Office of the Chief of Staff, the Office of the  
21 Coordinator of House Legislative Services, the Office of Parliamentarian, the  
22 Chief Clerk's Office, House Member Services Office and other reasonable and  
23 necessary expenses of the House of Representatives of the General Assembly  
24 incurred during the fiscal year ending June 30, ~~2013~~ 2014. Any balance  
25 remaining on June 30, ~~2012~~ 2013 in the funds provided by this Act shall be  
26 made available for the fiscal year ending June 30, ~~2013~~ 2014 and for the same  
27 purposes.

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29 SECTION 14. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
30 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER  
31 AUTHORITY. If the Speaker of the House and the Chief of Staff or his  
32 designee determine that any item or portion thereof appropriated herein for a  
33 specific purpose is not needed for such purpose, they may certify such fact  
34 to the State Auditor and the State Auditor shall cause a transfer to be made  
35 from one item to another.

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1 SECTION 15. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS  
2 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SALARIES.  
3 In order that exceptionally well-qualified personnel may be recruited and  
4 retained, the House of Representatives may exceed the maximum salary levels  
5 by no more than twenty percent (20%) for no more than one-third (1/3) of the  
6 positions authorized in their operation appropriation act, may exceed the  
7 maximum salary levels for the purpose of merit adjustments for all positions,  
8 and may promote a maximum of two grades for no more than one-third (1/3) of  
9 the classified positions authorized in its operation appropriation act.

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

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

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

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

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

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

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

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10           SECTION 19. EMERGENCY CLAUSE. It is found and determined by the  
11 General Assembly, that the Constitution of the State of Arkansas prohibits  
12 the appropriation of funds for more than a one (1) year period; that the  
13 effectiveness of this Act on July 1, 2013 is essential to the operation of  
14 the agency for which the appropriations in this Act are provided, and that in  
15 the event of an extension of the legislative session, the delay in the  
16 effective date of this Act beyond July 1, 2013 could work irreparable harm  
17 upon the proper administration and provision of essential governmental  
18 programs. Therefore, an emergency is hereby declared to exist and this Act  
19 being necessary for the immediate preservation of the public peace, health  
20 and safety shall be in full force and effect from and after July 1, 2013.

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