

AR LEGISLATIVE COUNCIL

Enabling Laws

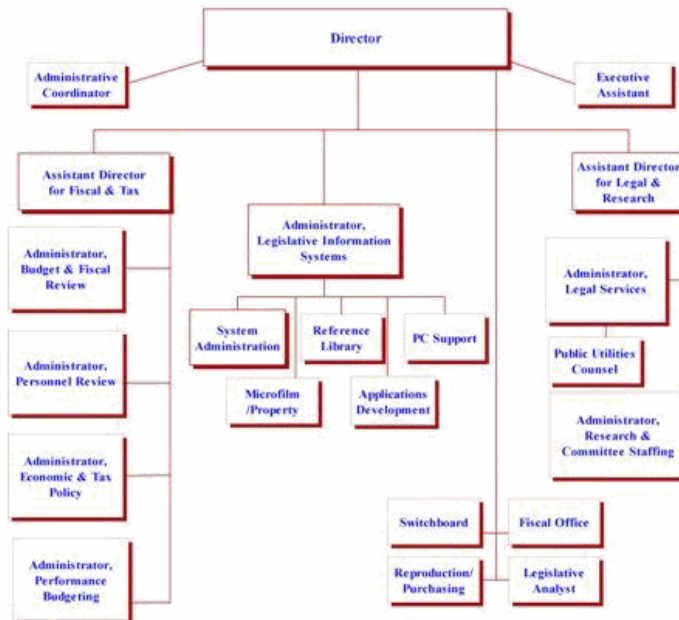
Act 1013 of 2003
A.C.A. §10-3-301 et seq.

History and Organization

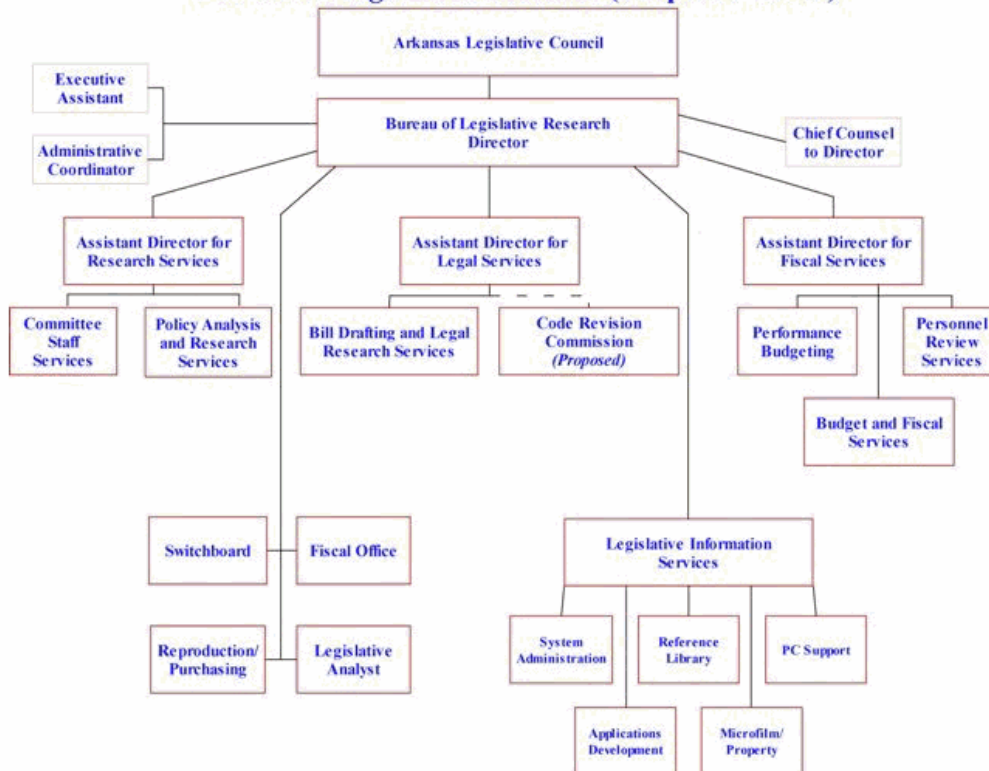
The Bureau of Legislative Research was first established in 1947 (Act 192 of 1947), as a service agency within the legislative department of government and its employees are employees of the Arkansas General Assembly. The Bureau of Legislative Research receives its funding from the State Central Services 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) Perform any other duties and assignments as may be directed by the Legislative Council or by the General Assembly.

Bureau of Legislative Research (Current)



Bureau of Legislative Research (Proposed 7/1/05)



Agency Commentary

Bureau of Legislative Research - Operations

The Bureau of Legislative Research requests a total of \$14,680,582 for Fiscal Year 2005-06 and

\$14,750,831 for Fiscal Year 2006-07 for salaries and operating expenses. Operating Expenses for Fiscal Year 2005-06 were based on Fiscal Year 2003-04 actual expenditures plus an increase of \$60,000 for rent for employees who have moved to the ABA Building. Operating Expenses for Fiscal Year 2006-07 were based on Fiscal Year 2004-05 Budgeted levels plus the \$60,000 increase in rent. Capital Outlay is requested at 2.6% above the FY2004-05 budgeted level for both fiscal years to provide appropriation flexibility for replacement of various equipment and equipment for new employees. All other items are requested at the FY 2004-05 budgeted level.

Personnel

The Bureau requests a total of 136 positions, which is 4 more than the authorized level for the 2003-05 biennium. Eight vacant positions no longer needed by the Bureau have been eliminated. Twelve new positions requested consist of one Assistant Director position for the new Research Division, one Chief Counsel to Director position, two Senior Legislative Attorneys, six Legislative Attorneys, one Senior PC Support Specialist, and one Administrative Assistant II. A total of thirteen Contingency positions have been requested to be used in the event of the Bureau being assigned responsibilities not now contemplated. Two of the currently authorized contingency positions (Administrative Assistants II) are requested as regular positions.

Legislative Council Disbursing Officer

The 2005-07 biennial request for the Joint Ad Interim Committee Study Expenses, Joint AD Interim Committee Expenses and the Energy Council appropriation are all requested at the Fiscal Year 2004-05 Budgeted amounts.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 BUREAU OF LEGISLATIVE RESEARCH
 FOR THE YEAR ENDED JUNE 30, 2003

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

Employment Summary

	Male	Female	Total	%
White Employees	24	48	72	90 %
Black Employees	1	6	7	9 %
Other Racial Minorities	1	0	1	1 %
Total Minorities			8	10%
Total Employees			80	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		
Institutions for 10 Years (A Book) (Biennially)	10-3-303	Y	Y	175	Only Compilation of History of State Agency Expenditures for Research
Monthly and Annual Revenue Report	10-3-1403	Y	Y	150	Sole Source for Information on a timely basis
Selected Statistical Financial Data for Arkansas (B Book) (Biennially)	10-3-303	Y	Y	250	State Finance Resources for Legislators, Libraries, and Schools
Summary of Action on Legislation (Produced after each Legislative Session)	10-3-303	Y	Y	300	Only Compilation of Legislation Enacted by the General Assembly
Tax Handbook (Biennially)	10-3-1403-(a)(6)	Y	Y	250	Only Compilation of Arkansas Taxes available to Legislators, Schools, and Libraries.

Appropriation / Program Summary

Appropriation / Program: 015 Leg Co-Oprs
Funding Sources: HSC - State Central Services

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	3,982,530	8,117,380	6,295,006	8,222,539	8,610,851	0	8,447,918	8,845,945	0
#Positions	82	132	132	132	136	0	132	136	0
Extra Help 5010001	20,708	36,678	36,678	36,678	70,000	0	36,678	70,000	0
#Extra Help	10	20	20	20	25	0	20	25	0
Personal Services Matching 5010003	935,352	1,910,838	1,578,681	2,051,383	2,139,206	0	2,093,503	2,183,039	0
Operating Expenses 5020002	848,845	640,167	640,167	640,167	908,845	0	640,167	700,167	0
Travel-Conference Fees 5050009	148,509	195,830	195,830	195,830	195,830	0	195,830	195,830	0
Professional Fees and Services 5060010	8,503	425,295	425,295	425,295	425,295	0	425,295	425,295	0
Data Processing 5090012	1,430	262,012	262,012	262,012	262,012	0	262,012	262,012	0
Capital Outlay 5120011	97,829	389,885	389,885	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
Total	6,043,706	13,646,628	11,492,097	13,502,447	14,680,582	0	13,769,946	14,750,831	0
Funding Sources									
State Central Services 4000035	6,043,706	13,646,628		13,502,447	14,680,582	0	13,769,946	14,750,831	0
Total Funding	6,043,706	13,646,628		13,502,447	14,680,582	0	13,769,946	14,750,831	0
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	6,043,706	13,646,628		13,502,447	14,680,582	0	13,769,946	14,750,831	0

FY05 Budget for Regular Salaries and Personal Services Matching exceeds authorized due to pay plan adjustments made during the 2003-05 biennium.

No Executive Recommendation made on this appropriation.

Change Level by Appropriation

Appropriation / Program: 015-Leg Co-Oprs
Funding Sources: HSC - State Central Services

Agency Request

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
BL	Base Level	13,502,447	132	13,502,447	100.0	13,769,946	132	13,769,946	100.0
C01	Existing Program	1,630,162	12	15,132,609	112.0	1,279,836	12	15,049,782	109.2
C03	Discontinue Program	(499,266)	(8)	14,633,343	108.3	(347,245)	(8)	14,702,537	106.7
C10	Reclass	16,232	0	14,649,575	108.5	16,667	0	14,719,204	106.8
C11	Upgrade/Downgrade	11,781	0	14,661,356	108.5	12,114	0	14,731,318	106.9
C14	Title Change	0	0	14,661,356	108.5	0	0	14,731,318	106.9
C15	Ex Salary Increase	19,226	0	14,680,582	108.7	19,513	0	14,750,831	107.1