

BUREAU OF LEGISLATIVE RESEARCH

Enabling Laws

Act 164 of 2010
A.C.A. §10-3-301 et seq.

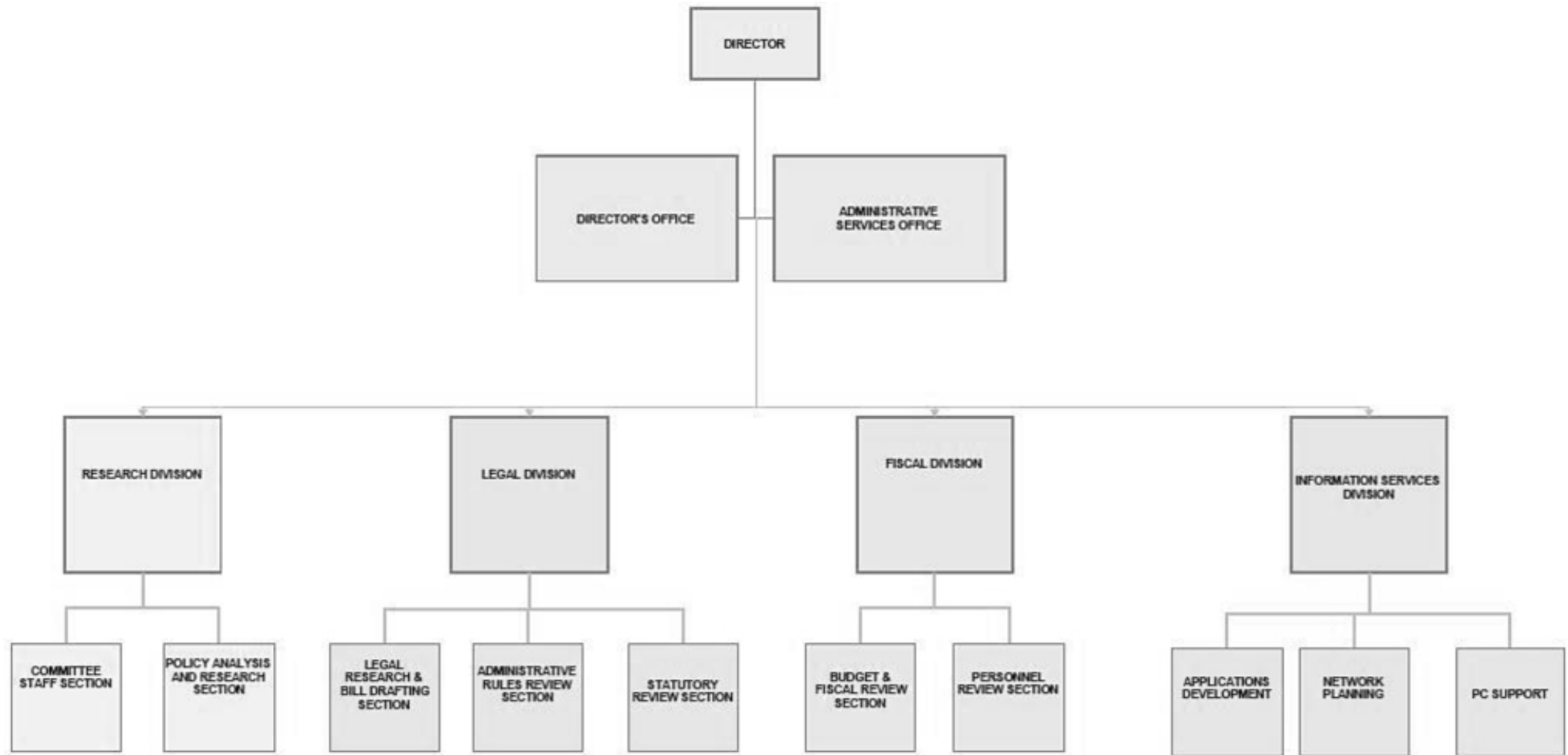
History and Organization

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) 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 \$16,281,903 for Fiscal Year 2012 and Fiscal Year 2013 for salaries and operating expenses. The Data Processing line item is requested to be reallocated to the Operating Expenses line item. \$303,800 in Professional Fees line item is requested to be reallocated to the Operating Expense line item. Capital Outlay is requested to be continued at the current budgeted level for both fiscal years to provide appropriation for replacement and upgrading of various equipment when necessary. All other commitment items are requested to be continued at the FY 2010-11 budgeted level.

Personnel

The Bureau of Legislative Research (BLR) requests a total of 132 positions which is the current authorized level. The Regular Salaries and Personal Services Matching line items are requested at Fiscal Year 2011 authorized levels.

Legislative Council Disbursing Officer

The 2011-2013 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 2011 budgeted amounts.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
BUREAU OF LEGISLATIVE RESEARCH
FOR THE YEAR ENDED JUNE 30, 2009

Findings

Recommendations

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

Employment Summary

	Male	Female	Total	%
White Employees	33	58	91	85 %
Black Employees	0	12	12	11 %
Other Racial Minorities	1	3	4	4 %
Total Minorities			16	15 %
Total Employees			107	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. §10-3-1403	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 Compilations of Arkansas Taxes Available to Legislators, Schools, and Libraries.

Agency Position Usage Report

FY2008 - 2009						FY2009 - 2010						FY2010 - 2011					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
132	108	24	132	0	18.18 %	132	107	25	132	0	18.94 %	132	108	24	132	0	18.18 %

Appropriation Summary

Appropriation: 015 - Legislative Council - Operations

Funding Sources: HSC - State Central Services

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	6,734,615	9,395,892	9,395,892	9,395,892	9,395,892	0	9,395,892	9,395,892	0
#Positions		118	132	132	132	132	0	132	132	0
Extra Help	5010001	17,143	80,000	80,000	80,000	80,000	0	80,000	80,000	0
#Extra Help		4	31	31	31	31	0	31	31	0
Personal Services Matching	5010003	1,854,926	2,536,891	2,536,891	2,536,891	2,536,891	0	2,536,891	2,536,891	0
Operating Expenses	5020002	1,100,840	967,874	967,874	967,874	1,533,686	0	967,874	1,533,686	0
Conference & Travel Expenses	5050009	103,522	218,002	218,002	218,002	218,002	0	218,002	218,002	0
Professional Fees	5060010	155,765	602,689	602,689	602,689	298,889	0	602,689	298,889	0
Construction/Capital Improvemen	5090005	0	50,000	50,000	50,000	50,000	0	50,000	50,000	0
Data Processing	5090012	0	262,012	262,012	262,012	0	0	262,012	0	0
Capital Outlay	5120011	425,870	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	205,063	205,063	205,063	205,063	0	205,063	205,063	0
Total		10,392,681	16,281,903	16,281,903	15,881,903	16,281,903	0	15,881,903	16,281,903	0
Funding Sources										
State Central Services	4000035	10,392,681	16,281,903		15,881,903	16,281,903	0	15,881,903	16,281,903	0
Total Funding		10,392,681	16,281,903		15,881,903	16,281,903	0	15,881,903	16,281,903	0
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		10,392,681	16,281,903		15,881,903	16,281,903	0	15,881,903	16,281,903	0

No Executive Recommendation made on this appropriation.

Change Level by Appropriation

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

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	15,881,903	132	15,881,903	100.0	15,881,903	132	15,881,903	100.0
C01	Existing Program	400,000	0	16,281,903	102.5	400,000	0	16,281,903	102.5
C04	Reallocation	0	0	16,281,903	102.5	0	0	16,281,903	102.5

**REAPPROPRIATION REQUESTS & EXECUTIVE RECOMMENDATION FOR VARIOUS
CAPITAL PROJECTS**

State Central Services - HSC

Agency / Project	Agency Request	Executive Recommendation	Project Status
<u>BUREAU OF LEGISLATIVE RESEARCH</u>			
Operations & Construction	\$2,000,000	No Recommendation	Reappropriation needed for personal services and operating expenses, contingency, committee rooms and construction and capital improvements.